Minutes for Strategic Cabinet Meeting
June 18, 2002

Present: Allen, Candido, Cantrell, Cleek, Conway, Ganson, Gupta, Hartsell, Johnson, Juhl, Kulczak, Parsch, Santos, Simpson, Shrauger, Williams, Young

Young asked for reports from the various Priority Initiatives Coordinating Committees on what has been accomplished in their groups thus far. She asked that the Cabinet then discuss what goals will be most important to accomplish in the coming fiscal year and then present any suggestions for modification of the structure of the groups.

Since Lennertz could not be present, Conway reported that PSICC #1 and 2 have already achieved a number of the “marking points” or objectives originally outlined for the group (see their reports at http://libinfo.uark.edu/StrategicPlanning/psicc1-2.asp). There still exist a few items that need to be accomplished or resolved, and priority goals should include the following:

1. Address the need for enhancing ADA-related services
2. Effectively capture undergraduate responses to/opinions of library services
3. Study ways to develop a more comprehensive outreach program (especially with regard to collection management)
4. Analyze how well the library programs which the committee has identified as necessary for users actually match up with the services that library users think the library should provide them
5. Accurately identify very specific weaknesses and strengths of library services
6. Consolidate training initiatives

Juhl mentioned that the accomplishments of PSICC #14 and 15 are listed in the past reports found at the following Web site: http://libinfo.uark.edu/StrategicPlanning/psicc14-15.asp She then distributed a handout designating the priorities established by her group and asked for any feedback from Cabinet members by next week. Priority goals for the coming year included:

1. Design and develop content of Web pages of the branch libraries (by fall)
2. Enhance design and refine/update the content of the main home page (by fall)
3. Have subject librarians finish inputting free Web links for their fields
4. Design and develop content for GIS Web site (by fall)
5. Implement Advanced Searching in InfoLinks (Postscript: done)
6. Provide new access instructions for proxy server (Postscript: done)
7. Hire and train new Web assistant
8. Begin (at least) the total redesign of Web sites for subject areas
9. Determine ongoing structure of the committee (who will be permanent or ex officio members and who will be rotating)

Young reported on goals for PSICC #17. They include two fundamental goals that will form the groundwork for making future budget decisions in the coming year:
1. Determine travel budget (completed)
2. Determine budgets needed by individual departments
   – Determine budgets for work study students in each department

Young also mentioned that this group has also been looking at “report software” being considered for use by all units on campus.

Kulczak reported on the accomplishments of **PSICC #16 and 18** outlined in the reports on their Web site:  [http://libinfo.uark.edu/StrategicPlanning/psicc16-18.asp](http://libinfo.uark.edu/StrategicPlanning/psicc16-18.asp)

Priorities for this group in the coming year include the following:

1. Complete work on the new employee orientation process, including the online orientation manual
2. Implement a training program for new supervisors
3. Develop an outline for a proposed set of continuing education/development “courses” and a schedule for implementation.
4. Form a sub-group to determine what resources/services to provide for retooling faculty and providing guidance in scholarship
5. Work with administration to revive the Staff Concerns Council.

Shrauger reported on the accomplishments of **PSICC #19** (see past reports, [http://libinfo.uark.edu/StrategicPlanning/psicc19.asp](http://libinfo.uark.edu/StrategicPlanning/psicc19.asp)) and mentioned that work has just begun addressing the multi-media needs of Audiovisual, a task which had been postponed because of the resignation of Jane Foster. Objectives for the coming year for this group include the following:

Allen thanked the chairs for their reports and indicated that the admin group would review the proposed goals for the coming year and would have responses by the next meeting. Allen also asked the chairs of the PSICCs to send her recommendations of members for their PSICC for the coming year.