Strategic Cabinet Minutes  
September 17, 2002  

Present Allen, Bailey, Banks, Candido, Cantrell, Cleek, Conway, Ganson, Gupta, Hartsell, Johnson, Kulczak, Lennertz, McKee, Parsch, Santos, Shrauger, Simpson, Williams, Young  

Dean Allen opened the meeting by mentioning that the PSICC recommendations regarding committee memberships and strategic goals for the year have been approved. The composition of some committees has been modified in some instances to include new members, while other members have asked to be relieved of their committee duties to concentrate on their regularly assigned duties.  

Allen then asked who had anything to report.  

Ganson mentioned that the University now has quite a number of honors students. Our challenge now is first to identify who the honors students are and then determine how we can involve them in some of the library projects we have. She asked department heads to think of ways that undergraduate honors students might become involved in some of their activities/projects.  

Allen pointed out that so far this semester there has been a good student turnout in the library, especially as a result of the many training sessions offered to students this year.  

The library has almost met its quota of work study students, though not quite.  

Shrauger mentioned that ILLIAD, the library’s new interlibrary loan software system, will be installed soon.  

Bailey said she had heard reports from students that they really appreciate the extended evening hours.  

Candido mentioned that the Annual Report is now out and is being distributed to department heads. Its cover features the new library emblem.  

Allen reported that Provost Smith liked the new library emblem so much (which is also to be used for our library banner) that he appointed her to chair a campus committee to standardize the banners of colleges and units on campus.  

Ganson asked department heads to consider what are the best ways to publish announcements of the library’s new collections, services, and policies. She also asked department heads to consider how best to inform personnel what policies and procedures are posted on the StaffWeb.  

Simpson noted that a reporting mechanism should be in place to keep personnel updated. Candido mentioned that she will continue to announce new items on the StaffWeb about once a month when possible.  

Kulczak asked if the PSICCs are expected to implement the ideas they recommend after those ideas are approved, or just leave the implementation to the administrative group. Allen responded that she will tell the groups if the recommended actions should be implemented.  

Allen asked department heads and chairs of the PSICCs to continue their work on the strategic initiatives and goals assigned to them for the year.