University Libraries  
LAC Minutes  
May 4, 2015

Present: John Evans, Sylverna Ford, Ed Frank, Shelia Gaines, Jill Green, Shanika Jones, Elizabeth McDonald, Anna Neal, Bess Robinson, Perveen Rustomfram, James Singleton

Absent: Steve Knowlton, Chris Ratliff

Guests: James Rodgers (for Steve Knowlton), Lee Slack (for Chris Ratliff)

1. Report from IUG – John Evans

IUG functions on three Levels:

- Corporate reporting of who Innovative is and what they do.
- Mix of company and user specialist who describe and identify fixes for problems.
- Customer and user driven “best practices” of things to do with the software.

Innovative has more than 400 employees, 122 of these are librarians. They operate 2400 central sites in 66 countries around the world. More than 9500 libraries are making use of these systems. The addition of Polaris last year added about 2000 libraries. The company was bought by a venture capitalist company about 4 years ago and is no longer developer driven. They are more customer and software driven. Customers can also use an enhancement process for ideas spanning almost 30 functional areas like cataloging. The desired enhancement is submitted to specialist group from the user group to evaluate.

IUG provides many content rich working sessions for specialist at their conferences. Encore seems to be the big focus for development. Many public and academic libraries are not enhancing their catalog data base and are using Encore as their primary access service.

2. Maymester Service Plan – Bess Robinson and Shelia Gaines

The university has implemented several special summer efforts to help students make progress toward graduation. One of those efforts is Maymester, May 11 – 29. Instead of being open 8 am until 5 pm during Maymester, the library will be open 8 am until 6 pm. There will be no changes to the weekend hours. We are also thinking about extending Chat hours.

3. Plans for Technology Sandbox – S. Ford

One of the recent changes in the Commons Room was to create an area known as the technology sandbox. A proposed plan for redoing the technical assistants’ desk to become the core of the technology sandbox was given to council members. The proposed plan is attached to the minutes. While there were some questions about the proposed options, it seems that the major difference is one option has solid panels and the other has perforated panels. Assuming that the panel is made of metal, there was general
consensus that the perforated panels would be preferred. ITD will be covering the cost of this remodeling.

4. FY 2016 Budget – S. Ford
   We do not have any information on what our budget will be for next year. However, there have been several emails about the University’s budget being better for the fall. The University is expecting an increase in state funding, and performance funding. Freshman enrollment should be higher and tuition will increase 4%. The University should be in a much better financial situation in FY 2016 than it has been for some time.

5. Proposed 2015-16 Calendar – S. Ford
   Council members were given the draft of the 2015-16 calendar. Any changes should be submitted to Jill Green or Anna Swearengen by May 15. The proposed 2015-16 calendar is attached to the minutes.

   Personnel Development Day is Wednesday, May 13. Breakfast will be served at 8 am with presentations and sessions beginning at 8:45 am. Lunch will begin at 12 noon with afternoon sessions starting at 1 pm. The Personnel Development Committee decided to offer a lunch buffet this year. Please RSVP for this luncheon to Jill Green, jdgreen6@memphis.edu or X8219.

7. Additional Agenda Items

   Critical Conversations – S. Ford
   The University is planning a series of critical conversations on topics that are sensitive but need to be discussed. If a topic is going to be explored, a committee will be appointed to plan a program around that topic. Council members were asked if there were topics they would suggest for consideration. They suggested the following topics:

   - How to improve students’ writing skills so that they can pass college English courses.
   - Freedom of speech – What does it really mean and when does it apply.

   Collection Management Update – James Rodgers
   - Collection Management is just over half-way through spending the approximate $20,000 allocation for eBooks.
   - The list of proposed serials cancellations distributed to academic departments has been finalized, and we are proceeding with cancellations and renewals for our 2016 subscriptions. The Elsevier titles are not yet included in this round.
8. Announcements

John Evans

- Because we continue to be a target of abusive database use we have continued to tighten down the barriers that keep malefactors away. If you hear of any person who has had access and suddenly receives an “access denied” message, please let systems know.

- Last Friday, the new University of Memphis web site was officially published. Many thanks to everyone who has worked on this. At some point in the next 30 days this site will go public.

S. Ford

- There is no final word on searches for the coming year. We will do some faculty searches. There are nine positions open, but we do not know how many we will get approved for searches.

- On May 5, I will be attending the ASERL spring meeting in Atlanta, GA. The library is still on probation with ASERL. We are 1.4 million dollars below the threshold. One of the topics on the agenda is the criteria for membership with ASERL.

- I will be establishing a search committee for the search for a Librarian at Lambuth. Positions at Lambuth must be renewed every 3 years. This position is now posted. This does not mean that Dorcas Davis is leaving. Simply that we must do a search to be in compliance with the current agreement related to the Lambuth campus.

- One of our vacant positions will be taken to create an AV position for the Health Sciences College. This is supposed to be a temporary loan.

Meeting Adjourned: 9:45 am
Minutes Finalized: 5/8/15