LAC Minutes
August 15, 2017

Present: Gail Barton, Gerald Chaudron, John Evans, Shelia Gaines, Jill Green, Shanika Jones, Elizabeth McDonald, Bess Robinson, Perveen Rustomfram, James Singleton, Lee Slack.

1. Library Inventory Project Report - Gail Barton
   The library Inventory Project has been going on for some time. Statistics for this project are attached. To date, 76520 items have been scanned. Missing or loose bar codes and handwritten labels on items are being replaced. A celebratory party is being planned for volunteers.

2. NAS and Personal/Professional - John Evans
   Materials on itnas.memphis.edu are backed up four times per day. Anything that is stored at other locations on your computer would not be retrievable if the network goes down. We are in the process of moving to Windows 10. During this process, any documents not saved on itnas.memphis.edu are at risk of being lost. If you have any questions talk to your LSPs.

3. Innovation Task Force - Bess Robinson
   University Libraries will be forming an Innovation Task Force with three faculty members and three staff members to explore opportunities provided by the FedEx Institute of Technology. The library is considering schedule Innovation Boot Camps. The Innovation Boot Camps would be scheduled for three different days so that all library faculty and staff would have the opportunity to attend.

4. Vacant Positions - Bess Robinson
   The organizational for University Libraries is being updated to provide more descriptive titles to positions. We are still working on filling vacant positions. Searches are continuing for the Assistant to the Dean for Community Engagement, Cataloging Librarian, Music Librarian, Collection Development Librarian, and the Collection Maintence Supervisor. We will not be filling the Learning Commons Librarian position.

5. Additional Agenda Items
   None

6. Announcements
   None