

DIRECTOR'S COUNCIL
June 5, 2007

Dennis Andersen & Susan Allen-Bosco: (Serials Acquisitions and Control)

- (1) We finished checking serials acquisitions functions in test mode in preparation for Aleph 18.
- (2) As always, Serials fund code lists continue to be updated on an ongoing basis with current prices, identifying titles not yet billed, with the goal of obtaining an accurate picture of serials expenditures needed for the remainder of the fiscal year.
- (3) We continue to clean up our serials binding backlog. This is a slow process, as accumulated problems arise relating to the binding of new titles, title changes, format and frequency changes.
- (4) Other operations (invoice payment, claiming, and serial receiving) are up to date.

Dana Antonucci-Durgan: (Chemistry Library)
Out of Office – No Report

Nathan Baum: (Digital Resources)

Renewals: Completed: NYLINK, including FirstSearch, Lexis-Nexis, and OUP.
In Process: SciFinder Scholar and Web of Knowledge.

E-books: Almost 80 Wiley e-books in Physics and Math selected by Sherry are now available and cataloged in STARS. Currently they're available on the Wiley Interscience interface; they will also be available on the Coutts MyiLibrary platform soon. The Oxford Scholarship Online collection will also be added to the MyiLibrary platform.

Collection maintenance: Aimee, William, and I continue to add information into the SerialsSolutions ERMS. Aimee gave a presentation at the last Selectors meeting on the ERMS. It is becoming the first place for us to go to get information about our eresources, replacing a multiplicity of files that we've been maintaining up to now. List-checking and troubleshooting continue as usual. Aimee has been spending a great deal of time trying to keep up with ejournals changing platforms, which seems happening more frequently. She set up a wiki as a means of prioritizing databases to be included in a federated search engine, which turned out to be a successful

way to get people to participate in the process. We will consider other possible uses of this format.

Web: with Victor Santiago's help, web page maintenance is pretty much up to date. One major change made was the division of the Research Databases and Ejournal page into two separate pages. Apparently, users were confused by having both on the same page. Victor and I also redesigned the hours page with the goal of simplifying it enough to make it possible to print a usable copy directly from the web page instead of by opening a separate Word file.

Digitization: Jason compiled a set of guidelines from the University's new Electronic Theses and Dissertations process. It's still in first draft, but looks very complete.

Susan Lieberthal will see if she can work with Jason to upload presentations given at the recent junior faculty meeting (and possibly the previous one) into SUNY dSpace.

I attended the SCAC meeting a couple of weeks ago. ScienceDirect cost sharing options was one of the items on the agenda. SCAC has been looking at models to share the cost of ScienceDirect more equitably among the SUNY schools. We meet with the Center directors in September to present our recommendations. We also discussed other possible subscriptions; I'll be looking into the possibilities for consortial access to Cambridge Journals Online. The University Press shared collection was also discussed. We're in our second year of the project and need to decide whether and how to continue. The Center Directors appear to be eager to keep the project going and even expand it to include more university presses. Some methods for evaluating the project are being assembled. SCAC is interested in seeing whether online access to UP books might be an alternative or a complement to the current plan. On our end, we need to get a process going to add UP titles that went to the other Center Libraries into STARS.

Earlier in the month I attended the on Nylink Annual Meeting—"It's a Mashed-Up World: Libraries and the Evolving Cultural Commons." According to [Wikipedia](#), "A mashup is a website or web application that uses content from more than one source to create a completely new service". I'll try to get a report together soon.

David Bolotine: (Cataloging)

The authorities enhancement in Aleph , version 18 is ready for testing. However at this writing no institution has volunteered to do so. When asked if anyone would be interested in trying it we agreed. We now await the next step in this process.

Meanwhile version 18 testing in both the test and production files has successfully been completed.

Barbara Brand: (ILL)

The former CELT office is being rehabbed for Journalism. The electrical work resulted in damage to some ILL equipment, a color printer and workstation CPU. The construction crew took responsibility and will replace the printer. Client Support will install a new power supply for the CPU.

Sherry Chang: (Public Services)

- Science branch staff including Connie, also Joanne and Flora from Math/Phy worked hard to prepare the move of the Computer Science collection to the Science & Engineering Library: weeding duplicate of monographs, taking inventory of shelf space needs for each journal title,... etc. The actual move is expected to take place before the fall semester starts.

- Both CRR & NRR are in the process of renovation/reconfiguring.
Important message from NRR :

The locksmith has installed an electromagnetic sensing device on the east-side glass door (the side closer to the elevator).

It automatically locks itself when it is in the closed position.
If approached from the inside, it will free the lock so the door can be pushed open.

The door slowly closes and re-locks itself, though it can still be propped open.

It is wired to auto-release whenever the fire alarm rings.
There is a red 'panic' button to manually release the lock if it malfunctions.

The original lock has been moved to the far side of the door, and unlocks with the same key (by turning it to the right). It does not need to be manually locked at night--just tugged on from the outside to make sure it's secured. The west-side entrance remains as it was.

**Janet Clarke: (Library Instruction Team)
On Sabbatical**

Richie Feinberg: (Preservation)

I attended the Big 11 Semi-Annual meeting in NYC on May 17 - 18. Preservation officers from Buffalo, Albany, Binghamton, NYPub, Columbia, NYU, New York State Library, & Cornell were also on hand. Univ. of Rochester couldn't make it.

Maps, music tapes, and audio tapes have been treated by outside vendors and just returned to our collections in Music and Special Collections/University Archives.

Some funding still remains this year for the preservation photocopy of 15 Chinese language brittle books from our Nationalist China Collection and 15 other brittle monographs. The first batch has been sent to Acme Bookbinding and the second to Bridgeport National Bindery. We have also just sent 40 Long Island development (mid-20th cent.) maps to Etherington Conservation Center for treatment and encapsulation.

Josephine has been processing many, many volumes from our stacks and branch libraries for in-house repair or rebinding with Bridgeport. With Preservation virtually out of funds now, Serials is supporting this part of our program.

Preservation paid for the conservation of a Nathaniel Woodhull letter (1776), recently acquired. Work on this was done at the Conservation Center for Art and Historic Artifacts, Philadelphia. George W's spy letter was also worked on there, but paid for with other funds.

A consultant from the Northeast Document Conservation Center visited the library to do a general assessment of long-term preservation needs in Special Collections and University Archives (March 29th). Preservation and the library are paying jointly for her services. The written report is now complete and will help us identify and prioritize future preservation actions. As an independent and expert examination of our programs, the report stands as a valid and reliable record of what we have done well to date and what still needs attention. It will also serve as an historic document for the two departments and the library.

Chris Filstrup: (Library Administration)

ARL is changing its ranking factors. Instead of the traditional five (no. vols held; no. vols added; no. of current serials; total expenditures; no. of staff), the new rankings will be based solely on three expenditures – total expenditures; total salaries; total materials. This will significantly reduce idiosyncrasies of counting things. This will be the public ranking (i.e., in the Chronicle). It seems likely ranking by expenditures will raise us a notch or

two. ARL will continue to collect the other statistics which individual libraries may use as they please. The traditional serials count will be divided into print and electronic and will count titles only, not subscriptions. (E-journals often appear in different subscriptions of packages.)

Improvements in our spaces are coming along nicely. Offices on the fourth floor are being painted and rehabbed. Helene and Reference staff have redesigned the CRR so that computer workstations can be added without too much shifting of print materials. NRR door is finished and flooring is under discussion. Architects have approved the floor plans Sherry, Aimee, and Susan L drafted. The only unresolved issue is whether to secure the first floor when the rest of the building is open or to staff it during all open hours.

The provost gave his budget presentation on 5/16. It included an additional \$1.3M for collections. Let me know if you want to receive the PowerPoint presentation.

I've asked the ADs to review the strategic plan for completions/non-completions. Over the summer I'd like Director's Council to review it for adding/deleting goals and strategies. In July I plan to present an environmental scan.

Brigitte Howard: (Documents Receiving & Serials Cataloging)

Clancy is coming for a pick-up on Wednesday. Client Support has still to come and update Peggy's terminal. Her screen has be changed and the new oclc connexion has to be installed. When this is done, we will receive the backlog of documents.

Germaine Hoynos: (Personnel)

Resignations, retirements, terminations:

New Hires/Promotions:

Peggy Handle, Promotion to SL-2, Govt. Docs position
Connie Baker, Library Clerk II, Public Services

Vacant Positions:

Currently under recruitment:

Instructional Support Associate, SL-2, Music Library
Night/Weekend Managers, replacement for Alan Cellini, Adam Bear
Instruction Librarian

Not currently under recruitment:

The following positions require additional funding in the 06/07 budget:

- Webmaster, SL3 or SL-4
- Bibliographic Instruction Assistant, SL-1, .50 FTE
- Music Library SL-1, .50 FTE
- Music Library SL-1, .50 FTE
- Special Collections, faculty position
- Keyboard Specialist, CRR, .50 FTE
- Digitization Librarian
- Southampton Librarian

Godlind Johnson: (Science & Engineering Library)

Daniel Kinney: (Technical Services)

May 25 with the last day to create purchase orders with FY 2006-2007 funds. The library was able to purchase a few additional items for AV, business, music, and reference. The remaining funds in the collections account will be used to cover approval plan books and subscriptions that will come due before June 30.

James LaPiano: (Building Manager)
Nothing to report

Min-Huei Lu: (Acquisitions)

Kristen Nyitray: (Special Collections)

1) In August, The Village Times Herald (local newspaper) will be publishing an extensive supplement in celebration of the University's 50th anniversary. Over 20 photographs from the University Archives will be featured in this publication.

2) Collections received: memoirs of Dr. Francis Bonner (one of the first faculty members from the Oyster Bay campus); "Manifesto of Freedom from Mankind" by Benjamin Javits (gift of Eric Javits); and 500 additional Chinese cookbooks and magazines from Dr. Jacqueline Newman.

3) Collections in-process: Daniel Thomas Moran; Dr. John Gagnon; Environmental Defense: Washington Office; and Dr. Lee Koppelman.

Gisele Schierhorst: (Music)

Summer projects involving the student workers include shelving, shelfreading and shifting of materials. We've received funding to cover the cost of recycling our 20,000 audiocassettes. The company GreenDisk expects to hear from us as soon as we have these packed and ready to go. (Thanks to Serials for the empty YBP boxes).

We are far behind in the binding of our periodicals. Loose issues spanning several years are still on our current periodicals shelf. I've spoken with Dan Kinney to see if Serials can assist us in sending these materials out for binding during the summer so that they can be on the shelves by the fall, if at all possible.

Another shipment of reels preserved by Cutting Corp has returned. John Amrhein spot checked many of them and reports that they sound very good. Thanks again to Richie Feinberg for his support of this project with Preservation funds. We have 5,000 more reels to go, which at \$100 per reel could take several years.

I met briefly with Dawn McBrearty and Ric Guarino of University Advancement about the possibility of acquiring a new piano for the seminar room with contributions from the alumni who appear on our concert reels. This proposal is still in the discussion stage.

I am reviewing our holdings of music volumes from the series Corpus Musicae Mensurabilis--an extensive task. CMM contains 100 titles of multi-volume sets of music by various composers. A number of volumes that were previously "not yet published," are now available. I am in communication with the vendor about what volumes we still need.

John Amrhein is receiving training from Lynn Toscano in the areas of cataloging and added volumes. We are grateful for her time and assistance. John has been a great help to faculty and students using the technology in the Seminar room for exams, colloquia and other presentations. A new X-Raid server has come in, which will provide additional computer space and power for audio streaming.

Hélène Volat: (Reference)

C.R.R. Renovation

1. Weeding of reference room collection is on schedule
2. Recycling of card catalogue completed. Waiting for property control to take furniture away.
3. Shifting of current subscriptions in progress (should be completed by next week)
4. Move of NUC collection to 2nd floor NRR next

Information desk

Connie Baker will replace Margaret Handle who is becoming copy cataloguer and will be working with Brigitte.

David Weiner: (Circulation)

1. The end of the semester was as busy as usual. Circulation staff handled nearly 15,000 returns during the final three weeks of the Spring semester, and that included double discharging all returns. Thanks to the following cavalry who graciously volunteered and charged into the book shelving battle in the Stacks, in order to free up some needed carts (shelved a book cart or two): William, Diane Englot, Arlene, Keith, Kathy, Stephanie, Liz, Dianne Cyrus, and Chris: and the following student assistants: from the Mail Room, Marya and Emmanuel; and Gerard from the Chemistry Library. All survived and learned an important lesson: 90% of books re-shelved, are on the bottom shelves. Pizza to follow!
2. This summer, we will concentrate on weeding projects and shifting collections.
3. We are still waiting for the last two copiers to be delivered by CCP (Continental Copy Products).
4. The second round of testing for Aleph 18 was successful for Circ, Reserve, Billing and Accounts. Thanks to Trina, Hanne, Jeanne, Victor and Ken.
5. Final Spring Reserve counts for submitted lists: Regular: 138 Electronic: 101
6. A DVD repair machine was ordered and received, thanks to Admin. Jeanne has learned to use it with some help from John (Music Library) and has started cleaning and repairing a number of DVDs.

Charlie Bowman: (DoIT Client Support)

We are preparing for Aleph 18 client installs. The first task was to remove older versions of the client that had been left on computers. We have completed removal of older clients from 118 out of 119 machines via SMS. We will be installing Aleph 18 using SMS. All machine specific parameters will be move to the Aleph 18 folder before cut over. This will not be noticeable until the last step of placing a new icon on the desktop. This will not be done until the cut over date.

Phil Doesschate: (DoIT Information Systems)

Graham Glynn: (Teaching, Learning and Technology)

Ken Doyle: (UUP Representative – No Report)