

DIRECTOR'S COUNCIL  
August 12, 2009

**Dana Antonucci-Durgan: (Chemistry Library)**

1. A request was sent to TLT to have the machines in the Chemistry Library configured with the same guest permission as the NRR and CRR computers.
2. The Chemistry Department has installed a computer and scanner in the basement storage area.
3. We are still awaiting the implementation of the solution for locking the library entrance doors. We have been advised that a solution has been reached.
4. We will be placing some chemistry textbooks on reserve in the Science and Engineering Library for the Fall semester since the Chemistry Library will be closed after 5pm and on weekends.

**Nathan Baum: (Digital Resources)**

TO GIVE REPORT AT MEETING

**David Bolotine: (Cataloging)**

Most tasks were suspended as the The Pollock-Krasner reference collection cataloging project began. This priority job involved everyone in the department as we attempted to process about 1500 titles within a two month period. We're almost finished and the staff is commended for their hard work. Cataloging for the Fulton-Montgomery College Library is the next challenge since it's the first time we will be performing outsourcing services. They have many local cataloging practices which have to be learned and applied by us. The growing list of demands for our services has hit an all time high. As always we will do our best.

**Sherry Chang: (Public Services)**

- Math/Physics

The air condition system of Physics building was out of order for the entire week in the last week of July. Staff tolerated very stuffy air and managed to keep the library open regular hours.

- Southampton

New furniture and book shelves for the new building are expected to be received mid to late August. Darren and staff finished packing all the existing book collection, around 4,000 volumes, in paper boxes ready to be moved into the new building. The new library will be opened to the public at the beginning of the new fall semester as planned. The recruitment of night/weekend positions is posted at the university human resources web site.

- ILL

Susan Lieberthal resigned from the position as the Head of ILL and Business Librarian. The recruitment to replace her position is underway. Any ILL related problems should be referred to Sherry.

- MASIC

With the shortened hours (8:30-5 weekdays only), MASIC is running smoothly in the summer.

### **Janet Clarke: (Library Instruction Team)**

-We would like to request that TLT technicians give us notice when they've rehosted the machines in Classrooms because there are always technical issues after a rehosting. TLT has been given a list of applications and settings to test after each rehosting.

-We have had an ongoing problem with the workstation tables in Classroom B--the monitor sits on an "inner tiltable table" that drops suddenly out of position when touched by the occupant's knees. It is a potential safety hazard and needs to be replaced.

-We are finalizing the fall workshop list.

-We had an Instruction Team retreat at Southampton. There were 14 participants. Nicholas Scalzo from Human Resources Training and Organizational Development facilitated the sessions.

### **Richie Feinberg: (Preservation)**

### **Chris Filstrup: (Library Administration)**

**Space.** 1) Barbara Chernow has agreed to help us upgrade the fourth floor storage room by moving shelved and boxed materials so that the room can be scrubbed and then putting the boxed materials on the shelves. When the cataloged materials are removed, we can proceed. A high priority is to put the UN publications – these are not UN documents, but publications of the many UN NGOs -- on shelves so that we can manage the collection. We are also adding shelves to the Documents room to shelve this uncataloged collection. 2) Chernow has also agreed to install shelving in Procurement's basement room when they move out, scheduled for January 2010. I will set up a group to plan for use of this space. Shelving for uncataloged backlogs, including Korean materials currently on the fifth floor, is a high priority. 3) Student Affairs and TLT are planning to upgrade the commuter lounge with increased access to electricity and new furniture. (No computers.) Under discussion is staffing this space: the library needs to decide what role we would play in staffing, e.g., evenings and weekends.

**Scholarly communication.** Dana, Nathan, and I met with RF staff to view a Thomson Reuters demonstration of their Local Journal Utilization Report and their InCites service. The first provides analysis of journal use, and the second provides analysis of scholarly productivity. Although the first is interesting, I'm not sure it would improve our management of journals because of faculty involvement in selection/cancellation. It does seem to me that InCites would significantly enhance SBU's understanding of scholarly productivity and its

relation to research expenditures. RF will pursue this, involving the provost. I've asked Dana to represent the library in these discussions. The library can make a significant contribution to this effort.

**ScienceDirect.** The SUNY negotiating team will hold its fifth (!) meeting with Elsevier this Friday. We hear from other academic libraries that Elsevier is taking a hard line on inflation rates, the current economic notwithstanding. Whatever license we sign will entail increased expenditures for SBU in the \$400-500K range. I've asked the provost and new president to seek central SUNY funding so that the four Center libraries, especially SBU and UB, do not have to carry such a large part of cost. I hope to finalize a deal with Elsevier in September so that Dan can release funds for monographs and so that we can take up funding for monographs with the provost.

**President.** Like other deans, I met with President Stanley. We discussed the library's research strengths, the monograph problem, and increased cooperation with UB. I invited him to look at our public spaces.

**NYSHEI.** This summer the director succeeded in moving the Academic Research Information Access (ARIA) to the Assembly where it passed, but without funding. The Senate bill was ready to go to the floor for a vote when the "coup" occurred, briefly returning control to the Republicans. We expect the bill to pass when the Senate reconvenes in September. In spite of the difficult budget situation, NYSHEI is finding significant support among economic development committees and policy makers, and the \$15M funding NYSHEI is seeking is not whistling in the dark. If passed, ARIA would bring something like \$500K to our collections budget.

**ARL review.** The provost has invited the library directors from U Delaware, Columbia, Cornell, and U Connecticut to conduct a review of the library. This is a review for the provost, and I believe the group has a standard procedure. The possible dates are: Sept. 28-29; Sept 29-30; and Oct. 20-21. Once the date is set, I expect the provost will let us know how to prepare for the visit.

**Nick Scalzo.** Nick is the head of training in HR, and he assisted the Instruction Team in their summer retreat. Nick and I are discussing ways in which he might help us with morale and organizational problems. I've invited him to Director's Council to introduce himself and observe this particular meeting.

**Germaine Hoynos: (Personnel)**

**Godlind Johnson: (Science & Engineering Library)**

Not in attendance NO REPORT

**Daniel Kinney: (Technical Services)**

At the SUNYLA conference, I attended an update on a joint committee that was established to explore librarian equity issues within SUNY. This was a SUNYLA initiative; however, SUNYLA does not have legal standing to negotiate with the state. Therefore, SUNYLA has been working with UUP on behalf of SUNY librarians. The State of New York is represented by SUNY Central and the Governor's Office of Employee Relations

(GOER). John Schumacher from OLIS, who is the president of the Systems Administration Chapter of UUP, is chairing the joint SUNYLA/UUP group, and Daniel Harms from Cortland, Past President, is representing SUNYLA. The group is looking for input from SUNY librarians on issues and problems related to faculty status on the different SUNY campuses.

The MOU establishing the cataloging agreement with the Fulton Montgomery Community College Evans Library has been signed. Nylink has made Stony Brook a cataloging agent for FMCC in OCLC. Some details need to be discussed, and access to FMCC's Aleph server and cataloging IDs need to be obtained from FMCC. FMCC is in the process of contacting their vendors. They have sent a list of procedures and questions. Stony Brook should start receiving FMCC materials by the middle of September.

The quarterly check from Books4Scholarships was \$747. Since beginning the consignment program last August the library has earned \$2,061. Victor is doing very well with the gifts program. My thanks go to Bob for helping him to learn the ropes. Please refer all offers of gifts to Victor. Currently, the library is only considering donations from faculty. The library does not have the resources to accept, process, and preserve donations from other sources.

### **James LaPiano: (Building Manager)**

1. Fourth floor classrooms and corridor space ceilings and lights have been completed.
2. Passenger elevators are near completion.
3. Temporary enclosures for new ADA rest rooms will begin to be removed and rest rooms will available for Fall semester.
4. Third floor ceiling more than half completed should be ready for Fall semester.
5. New ceiling and lights in Commuter lounge and classroom completed. New furniture has been ordered for this area probably won't arrive before school starts.
6. Freight car rehab will start when passenger elevators are finished .
7. Fire prevention upgrade continues will probably end after Fall semester.

### **Min-Huei Lu: (Acquisitions)**

- On Aleph system, we closed fiscal year 08/09, created and rolled over to new fiscal year 09/10. Ten annual reports, such as "Total Allocations & Expenditures for FY 08/09", "Acquisitions list", "Electronic Standing Orders", "Rush Reserve List", "Vendor Order Analysis" etc. were sent to selectors and Technical Support staff for their references.
- A brief statistical report for FY 08/09 :
  - Total expenditures for FY08/09 were \$4,918,493 (included Access Fund) for University Libraries (west campus) and \$49,521 for Southampton Library.
  - 8,606 items on 1,962 invoices were created on Aleph system and payments were processed either through our state accounts with regular vouchers, purchase orders or through Research Foundation, Stony Brook Foundation, visa credit card.
  - Total number of items received and processed:

- Monographs: 5,018 new items (print and non-print) received, 19,489 books processed (incl. 7,858 labels typed)
- Serials: 1,508
- Periodicals: 19,521
- Micro forms: 13,124
- Newspapers: 7,480
- Prebound: 513
- GPO: 6,225
- Commercial Binding: 3,656 items
- Since 1/2009, 5,261 items (947.5 linear feet) were moved to our offsite storage, Clancy Moving Systems.

■ All purchase orders in our state accounts, research accounts and Stony Brook Foundations were also closed in mid July. Statistics of expenditures in different formats (print, microform, recording, electronic, etc.) of these different accounts were analyzed and reported.

■ New purchase orders for FY 09/10 were submitted to Procurement Office. This year, we were asked to write justifications for all requisitions of open purchase orders even for those vendors who already have contract with NYS, such as YBP, Blackwell. We are still waiting for Procurement Office to assign purchase order numbers to many of our requisitions.

■ On 7/28, Lynn Toscano and I had a conference call with Ed Shephard (Head of Coll. Dev. & Mgmt at Binghamton), Acq. Head of the other three SUNY centers, John Schumacher (OLIS) and staff from SUNY ITEC (Information Technology Exchange Center) to discuss the loading and sharing information of SUNY Shared Collection. It was proposed to cancel PrompCat records. All 4 centers are to use local record creation process to upload SUNY Shared Collection monthly to a secure ftp site provided by IETC. Details are still being investigated.

### **Kristen Nyitray: (Special Collections)**

#### Processed collections

Dan Rattiner Collection (author and publisher): collection of manuscript and published material that documents the career of noted Long Island author, editor, and publisher Daniel Rattiner, founder of *Dan's Papers*.

Long Island Legal Documents Collection: consists of 225 legal papers originating from Queens County dated from May 28, 1784 to November 9, 1846. The majority of the documents are concentrated between the years of 1784 and 1800. The scope of the collection pertains to legal issues in Queens County, Long Island, New York (which included the County of Nassau prior to 1898). Bail pleas, inn and tavern licenses, jury duty requests, jury lists, and monthly court minutes are represented in the collection. Notable surnames that appear throughout the collection are: Kissam, Nicolls, Roe, Sammis, Smith, Thompson, Titus, Townsend, Van Wyck, Wickes, Willet, and Wyckoff.

Graham Everett Collection (author and publisher): poet, professor, and publisher, Dr. Graham Everett is the founding editor of *Street Magazine* and Street Press, the largest publisher of Long Island poetry. He has worked

as poet-in-residence at New York area schools, prisons, and arts councils from 1974 to 1986. Dr. Everett served as the interim director of the Poetry Center at Stony Brook University and is currently a faculty member at Adelphi University.

#### Collections In-Process

Dr. John Gagnon (Professor Emeritus); Dr. Max Fink; Agent Orange Collection; Environmental Defense; Turmoil Radio Collection (WUSB 90.1); Suffolk Symphonic Society.

#### **Gisele Schierhorst: (Music)**

A large donation was received of music books and scores from the estate of a former Southampton College music professor.

Our student workers have made substantial progress on the provisional cataloging of the original reels of Music Dept. concerts, which will be sent to Clancy. The Music Library will house the new preservation copies.

#### **Hélène Volat: (Reference)**

Not in attendance NO REPORT

#### **David Weiner: (Circulation)**

1. Ken's account report: for Fourth Quarter fines/fees collected: April: \$2,667; May; \$2,859.46; June: \$1,254.70. Total = \$6,781.16. One half goes to Albany = \$3,390.58.

Photocopy revenue: Income from C.C.P., comparisons between 2007 and 2008.

June 2007 - August 2007 = \$ 716.42  
September 2007 - November 2007 = \$ 1,582.94  
December 2007 - February 2008 = \$ 1,036.76  
March 2008 - May 2008 = \$ 1,264.04  
June 2008 - August 2008 = \$ 610.74  
September 2008 - November 2008 = \$ 728.83  
December 2008 - February 2009 = \$ 127.73

Total = \$ 6,067.46

Income from F.S.A. ( copy card usage )

Period Ending 9/30/07 - \$ 9.24  
Period Ending 12/31/07 - \$ 205.51  
Period Ending 3/31/08 - \$ 283.75

Period Ending 6/30/08 - \$ 317.98  
Period Ending 9/30/08 - \$296.54  
Period Ending 12/31/08 - \$529.20  
Period Ending 3/31/09 - \$ 462.23

Total = \$ 2,104.45

2. A number of water leaks in the stacks, were reported to Facilities. First plumbers came to look at the problems and said that it was an HVAC problem. Then HVAC staff came to look at the problem and said that it was a roofing issue. Still no word from the roofing staff as of July 13. On July 28th, Jim and I went to the machine room on the 5th floor and saw water pooling around the ceiling vent, and over-flowing water in an area close by (water is dripping from this vent into the stack stairs). Jim was going to contact the manager at Facilities.
3. Weeding projects continue at a greater pace, as staff have more time to work on them prior to the beginning of the Fall semester - pre-1950; multiple copies; and journals for Clancy.
4. The shift in Core West has been completed. As suggested by Jim, shelving in the last aisle, against the wall, will be removed instead of the double range next to it, since it is not being supported in the wall and may collapse. The shelves will go to Tech Services (Jim mentioned that Dan needed shelving). Much thanks to the student assistants who have been working on this shift for many months.
5. Ten step stools were requested by Elaine for Gov. Docs. and Reference, and delivered on 7/30.

### **Charlie Bowman and/or David Ecker: (Client Support)**

Kerrin, Dave, Nikia, and Mike participated in the role out of Aleph 20. Except for a small amount of clean up, all seems to be well.

### **Phil Doesschate: (DoIT Information Systems)**

#### **DoIT Information Systems / Library Status Report: August 2009**

##### **1. Aleph Upgrade From v18 to v20 (F.Peng, H.Xue, Sat, Client Support, Library test team)**

The Aleph system from version 18 to 20. The Stony Brook West Campus Libraries are the first in the nation to move to version 20.

- March 2009: Started to plan upgrade Aleph and made a installation request to Exlibris
- May 5, 2009: Exlibris has installed Aleph v20 on Pyxis.
- June 3, 2009: First conversion was done.
- June 18, 2009: First testing was done.
- June 29, 2009: Second conversion was done.
- July 24, 2009: Second testing was done.
- Aug 8, 2009: Production cut over date. Stony Brook libraries Aleph System has been upgraded to version 20.

The efforts of the team are greatly appreciated. Fang is to be commended on the leadership she exhibited throughout the process.

**2. Fiscal Year close (F.Peng, Min-Huei Lu)**

Fang Peng worked closely with Min to get this done on time. Over 50 reports were generated as requested. Ran Fiscal Year Close on time and correctly.

**3. E- Book: (F.Peng, David Bolotine, Godlind Johnson)**

4626 titles of E-book from database Springerlink, safari and Environetbase. Only 4 e-books were found in the Aleph to have been cataloged by staff. 4622 title of E-book have been batch loaded into Aleph.

**4. Others:**

- Generated Alumni report on David's request **(H.Xue)**
- Loaded calendar for Journalism **(H.Xue)**
- Work with Raul to install Magellan 20 and Pyxis 20 in library Classrooms A&B **(H.Xue)**
- Series Index list **(F.Peng)**
- EDI invoice loading **(F.Peng)**
- Reset STBPK library and collections **(F.Peng)**

**Graham Glynn / Matthew Froelich: (Teaching, Learning and Technology)**

**Stephanie Gaylor: (UUP Representative – No Report)**