

DIRECTOR'S COUNCIL  
April 8, 2009

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

**Nathan Baum: (Digital Resources)**

**SerialsSolutions Counter.** Usage statistics for 2008 for 20 of our e-resource collections have been collected as par to our Counter subscription. The data needs to be reviewed, supplemented with statistics we've collected ourselves, and updated with first quarter 2009 data. Need to investigate adding acquisitions information from Aleph in order to generate cost/usage reports.

**360search.** Aimee is creating list of remaining databases to send to SerialsSolutions to be added to the federated search.

**ContentDM** has been upgraded to the latest version, but indexing does not appear to be working properly. Aimee is working with Mike Purcell from DoIT to try to resolve the problem. In the meantime, the Amar (Archive of Mesopotamian Archaeological Reports) collection is being produced in the old version while testing continues on the new one. Karen d'Angelo will begin working on the Amar project within the next 2 weeks. The Dublin Core MARC record crosswalk developed by Aimee and checked by Karen will ensure that the records in the AMAR database will conform to standards required by the DLF/OCLC Registry of Digital Masters.

Yale dropped out of the Amar project because of budget problems there, but an MOU with UPenn has been finalized. They have some of the documents we had expected to get from Yale and more.

**Print holdings in SerialsSolutions a-z list.** The process for getting our print and other non-electronic serials holdings into the a-z list does not appear to be very difficult. Fang will have to write a program to acquire the necessary information from Aleph and get it into the spreadsheet format that is uploaded to SerialsSolutions. Will also need to work out a procedure for updating the information, but that probably won't need to be done more than a couple of times a year.

**David Bolotine: (Cataloging)**

**NO REPORT**

**Sherry Chang: (Public Services)**

Evening/weekend staff reported that the 1st floor rest-rooms had been very messy in the evenings and weekends due to the increased users. There will be more classrooms open on the fourth floor in the near future. After communicating with Darryl R. Shampine, Director of West Campus Custodial Services, the following arrangement is now in place. We hope this will alleviate most of the problems.

- Daily, M-F the bathrooms should be serviced twice - once in the morning and once before the end of the day shift, between 1p-2p. Mid-day policing, staff permitting, will be done also.

- Evenings, M-F - one additional full service should be performed, around 6pm but can vary.
- Saturday days - one full service cleaning with policing later in the shift
- Saturday evenings - one full service cleaning between 2p-5p
- Sunday days - one full service cleaning between 6am and 10am
- Sunday evenings - one full service cleaning after 4pm.

## **Southampton**

Chris, Darren and I met with the new Dean. Questions about the final electric and furnishing design of the new library building were raised. A follow up meeting is scheduled later this month. The building is expected to be finished and open this summer.

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

1. The Library and TLT have agreed to discuss a revised MOU on use of the classrooms.
2. The library has been part of the planning process for a faculty colloquium on teaching and technology with TLT to be offered May 28 and 29, 2009.
3. We are in the process of revising the library chapter in the First Year textbook that Undergraduate Colleges puts out.
4. I've been representing the library in a task force for preparing Stony Brook University to create an overseas campus in Incheon, Korea. This project is largely bankrolled by IFEZ (Incheon Free Economic Zone <<http://eng.ifez.go.kr/front.asp>>), whose goal is to position Korea as a "business, logistics, and high-tech hub of Northeast Asia" to enable it to compete with and in China and Japan. Its focus will be on business, science, and technology. IFEZ wants to build an "international academic district" in the middle of this hub. When completed, each American university will have its own academic tower. SBU will offer 6 majors: Business, Information Systems, Computer Science, Electrical Engineering, Computer Engineering, Technological Systems Management. Other universities so far: University of Delaware, North Carolina State University, University of Southern California. The campus is slated to open for classes in Fall, 2010. SBU is planning to start with an enrollment of 200 undergrads. Maximum enrollment for each university is 2,000, five years from start date. The project is moving ahead at a quick pace. All SBU-IFEZ academic departments and library have submitted space and equipment requests this week.

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

NO REPORT

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

#### **Strategic plan**

The strategic plan (attached) seems close to final. If anybody wants to discuss it, please raise the topic(s) at this meeting. As a next step, I propose that we hold all-staff meetings to go over the plan as follows. The primary stake holder for each goal will describe accomplishments in the last two years and

new objectives. This can be done singly or with multiple voices I leave that to the stake holders as listed below:

Goal 1	Nathan
Goal 2	Dan
Goal 3	Dan
Goal 4	Nathan
Goal 5	Kristen
Goal 6	Janet
Goal 7	Sherry
Goal 8	Sherry
Goal 9	Richie
Goal 10	Chris
Goal 11	Chris
Goal 12	Chris

## **Budget**

We've read President Kenny's summary of the SUNY portion of the NYS 2009/10 budget. SBU faces a 15% loss of state support (\$30M) since 2007/08. This means it is likely that the library will be held to a 5% cut in the 09/10 budget, as discussed at the Director's Council March meeting. The provost has asked me to distribute proposed cuts in electronic resources and service hours to the appropriate academic departments and campus offices. The governor's sweep of \$40M of IFR funds puts the proposed "loan" of IFR funds to purchase large corpora of electronic texts on hold.

## **Germaine Hoynos: (Personnel)**

### **Budget Update –**

We are fast-approaching the end of the fiscal year. Because of increased demands on the Director's Office OTPS account we will only be able to order "emergency" supplies and requests through June. Please have requests for service/purchase go through the appropriate Associate Director.

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

Weeded Sci Reference in order to eliminate one range; we are arranging the remaining 3 ranges with room for study tables in the aisles, so that floor outlets can be utilized.

**Daniel Kinney: (Technical Services)**

The ScienceDirect recharge (\$947,289) was taken from the collections account last month. Technical Services STARS met on March 25 to discuss codes for weeded books. The purpose is to enable reports that provide more detailed audit trails. CONTENTdm cataloging and preparations for Aleph 20 were also discussed.

A summary of the collections budget was sent to the Senate Committee on Academic Planning and Resource Allocation (CAPRA) in response to a request from the committee. CAPRA decided to look at the library budget after receiving a note on behalf of the selectors asking for help with the monographs budget.

The Health Sciences Library has already cancelled 22 journal titles totaling \$26,525 for 2009; however, without an increase in funds the HSC Library will need to cancel more titles.

**James LaPiano: (Building Manager)**

1. Elevators 3&4 construction has begun again on April 4th. Drilling and installation of the new caissons and pistons will continue until April 12th. The remaining work will be completed by the end of June.
2. Classrooms on fourth floor are on schedule and will be ready for Fall 2009.
3. The fire prevention system upgrade is progressing well and is expected to be completed sometime in the Fall 2009 semester.
4. The plumbing tie in for the new ADA lavatories will be scheduled after the elevator drilling is completed.
5. The 4th and 5th floor northside corridors are being replaced with new ceiling tiles and light fixtures.

**Susan Lieberthal: (Interlibrary Loan)**

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

--We have been busy working on projects to streamline procedures for payment of serials invoices. Many vendors do not include our order numbers on serials invoices. Receivers have to repeatedly spend time searching by title in Aleph to locate the correct order record, write down order # on invoice and then process invoice payment. It would speed up the process if the vendors include our order numbers in the invoices. To achieve this goal, Fang Peng has generated various reports to assist us in this process. Natalie Berman helped sending out letters and list of serials titles to vendors. We are hoping to see some results soon.

-- We are also working to improve record keeping for electronic packages by creating and revising order records for individual titles and posting payments on individual titles whenever possible. Kathy Maxheimer has been updating serial order records by adding electronic ISSNs and revising coding of order record to reflect the proper material type and sub-library.

-- During the above process, we found many serials "old" records that do not have activities for many years. Susan Allen-Bosco is checking further to clean up these records in addition to resolving double payments and other problems for serials.

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

Collections received:

- 1) Letter authored by George Washington to Benjamin Tallmadge, dated September 26, 1780. This letter requires conservation treatment and it will be sent to The Conservation Center for Art and Historic Artifacts in PA after insurance has been secured by the SBF. There has been significant interest expressed by the community to view this letter and the first letter that was acquired in May 2006.
- 2) Archive of New York State Senator Kenneth P. LaValle.

Special Collections plans to host an open house this summer for library personnel to view the two Washington letters and other recent acquisitions. A tour of the department will also be offered.

The following collections are in-process: Dr. John Gagnon (Professor Emeritus); Dr. Max Fink; Dan Rattiner Collection (founder and publisher of Dan's Papers); Environmental Defense; Turmoil Radio Collection (WUSB 90.1); Robert Markell; Suffolk Symphonic Society; and the Graham Everett Collection (poet and publisher).

The department was saddened to learn of the recent passing of Diana Chang Hermann. Ms. Chang donated her papers to the department last year and they will be processed this fall. She is regarded as the first Asian American to have a novel published in the United States (*The Frontiers of Love*, 1956).

## Upcoming Programs

*MONDAY, APRIL 13 – MAY 30, Charles B. Wang Center, Lower Level*

*Exhibition: "A Wok Through Chinese Culinary History: View Selections from the World's Largest English-Language Chinese Cookbook Collection" – Encore Presentation*

Savor and digest the history of Chinese cuisine at a dramatic exhibition of the Jacqueline M. Newman Chinese Cookbook Collection. Stony Brook University's collection includes more than 3,000 cookbooks - from the oldest to the smallest to the longest, and everything in between - as well as many other fascinating culinary items.

*MONDAY, APRIL 20 at 4 p.m. at the Charles B. Wang Center, Lobby*

*Program, Readings, and Reception for the Herstory Writers Workshop Archive*

Erika Duncan, founder of Herstory Writers Workshop, is an acclaimed novelist and essayist whose work many Long Islanders know from her monthly front-page features in the *New York Times* (Long Island Weekly) during the 1990s, has selected Special Collections at Stony Brook University Libraries as the official repository for the Herstory Writers Workshop Archive and for her personal papers. Ms. Duncan will discuss the mission and work of Herstory Writers Workshop, a community memoir-writing project that provides women from all walks of life with a unique set of tools to help them turn their memories into literary works of art. More than 2000 women on Long Island have participated in the Herstory project, including women from Long Island's Latina community and women incarcerated in Suffolk County's prisons. A manual, *Paper Stranger: Shaping Stories in Community*, was recently published and brings this empathy-based approach to national and international audiences. The archive includes a sizable collection of papers from the Woman's Salon, a New York City-based network that met for ten years in Erika Duncan's Westbeth apartment, founded to give audience support and serious critical attention to works of writers who were not well known. Emerging works of now-known feminist

writers such as Susan Griffin, Dorothy Dinnerstein, Blanche Wiesen Cook, and Olga Broumas were participants.

*WEDNESDAY, MAY 13 at 4 p.m.*

*Melville Library Author Series: Passport to Illness: Voyages In and Out of Medicine* featuring Dr. Shetal Shah, M.D., Assistant Professor of Neonatology, Department of Pediatrics, Stony Brook University Medical Center. Program: In fourteen distinct narratives, Dr. Shetal Shah outlines in *Passport to Illness: Voyages In and Out of Medicine* not just the medical cases that make one a physician, but the personal stories, anecdotes, and relationships that each doctor brings to the bedside. From inner-city New York to the streets of Cuba to rural towns in Kenya, he guides you through his unique world, where the summit of Mount Kilimanjaro and the bedside of a fragile, premature infant in New York are not far apart.

Location: Javits Room (2nd floor of the Melville Library) - Free and Open to All.

Sponsor: University Libraries.

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

Forty more reels of recordings are being prepared, to be shipped to the Cutting Corp preservation agency in Maryland.

Bob Lobou is meeting on Wed. with a consignment group and asked us for gift books that we've decided not to keep. We gave him two book trucks of items.

### **Hélène Volat: (Reference)**

Chat

William (Administrator for QP) provided the following statistics for chat, which shows a dramatic increase.

Number of chat questions received September-February of the last four years:

2008-2009: **1067**

2007-2008: **479**

2006-2007: **312**

2005-2006: **214**

That's a 123% increase from the previous year.

We are now averaging **10.2** questions **per day** on Mondays-Thursdays. We used to average roughly 4 questions a day.

We hit our high last month, on Feb 19, when we received 21 questions. We also hit 20 questions on November 11.

We had almost the same number of chat questions in one month alone (210 in October) than we did for the

entire Jul 2005-Jun 2006 academic year (214.)

Visual Display of Quantitative Information:

## **Furniture**

Hélène ordered 8 computers chairs from KI (same as those she ordered for the NRR last year). There are \$\$ left over for a new rug (to match the new armchairs).

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

1. On March 30th, there was major flooding in Core East, resulting from the water pressure being turned back on in the building after having no pressure throughout the day. Thanks to the quick action on behalf of both the Night Managers and the Physical Plant, the water was vacuumed and cleaned up. Ramona mopped up any remaining moisture the following morning and Richie and I checked out the area after that. Richie notified Jason to see if the archive room in Core East was affected and we found some minor pooling of water. There was no damage to any valuable material (just boxes of papers that needed shredding), and we used the "wet vac" to remove the water.
2. The Aged Bill job ran on March 31: 834 letters (excludes 177 undeliverable addresses letters) were printed and mailed.
3. I've been going through the Cage Collection, and having items transferred to the Main Stacks. Staff continue to weed the Pre-1950 items.
4. Quarterly Fines for Jan-March, '09 = \$6,030.15. Half to Albany = \$3,015.07.
5. Circulation Testers reviewed the Circulation/Billing/Accounts/Reserve test templates in preparation for Aleph 20, and I met with Kerrin Perniciaro from DoIT, (she is taking over for Marge Tumilowicz), who will update/delete some of our Circ tests. I still need to rewrite Reserve tests.
6. Responded to Sherry's letter regarding the service impact to our department with the loss of 35% of our student budget.
7. HSC, Southampton, ILL and Circ. staff, need to meet to discuss how to handle requests for items (a student from HSC requested items from Southampton, via our ILL service instead of HSC's ILL department). We also

had a request from an SB student who lives in Manhattan, to send material to the Manhattan Campus (Scott Sullivan's office) for pick up. This is a another procedure/policy that needs to be reviewed.

8. We requested that Fang provide a report that indicated items that still have a Reserve type of status but are not linked to an active course. Mary/Jeanne reviewed them for corrective action.

9. I met with Nicholas Koridis, Project Manager, Facilities Design and Construction, to review the placement of EXIT signs in our Stacks (lack of and relocation of existing signs). He made some recommendations, which were sent to Jim LaPiano for further action. Jim forwarded the letter to Facilities Operation for review.

10. Fang corrected a problem that Ken noticed, with a cancelled recall notice giving incorrect "original date due" information. The system was indicating old due date information (if the item had been renewed), instead of the renewed due date.

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

Kerrin Perniciaro of Client Support is working with Library personnel to use the testing database to record results of testing Aleph 20.

John Leahy was completed an ILLiad upgrade.

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

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

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