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

We are continuing to update our fund code spreadsheets with 2007 prices on an ongoing basis.

We are making headway on our serials binding backlog; however, there is still a lot of work to be done,

Other operations (invoice payment, claiming, and serial receiving) are up to date.

Dana Antonucci-Durgan: (Chemistry Library)

We have received quotes for chemistry journal backfiles from all but one vendor. The amount totals almost $500K.

Architects from Flad and Assoc. are currently working on sketches of the new Chemistry Library Reading Room located at the site of the former University Club.

The new version of SciFinder Scholar 2007 is expected to be released within the next few months.

Nathan Baum: (Digital Resources)

Nothing to report at this time.

David Bolotine: (Cataloging)

The first shipment of books in the SUNY shared collection project has arrived. Processing strategies are being formulated to deal with this new type of acquisition.

Edited MARC records for 260 additional e-titles belonging to the Gale virtual reference library have been loaded into STARS. This was another successful collaborative effort between Do/It and Cataloging. When a print version already exists in our collection a linking entry between the two versions will be prepared. This collection may be accessed by the above title with a browse search.

Barbara Brand: (ILL)

Nothing major to report.

Sherry Chang: (Public Services)

   Effective March 1, Karen Kostner is released from the duty of Computer Science Library and becomes a full time Assistant Library Instruction Librarian.   This change would enable Karen to concentrate on assisting Janet with working on the rapidly growing Library Instruction program.

   In addition to the present responsibilities, Godlind Johnson will be in charge of the Computer Science Library.   Duties include collection development and faculty liaison with the Department of Computer Science.   Computer Science Library was founded two decades ago as an annex of then Engineering Library.

Janet Clarke: (Library Instruction Team)

1. Susan Kaufman and Paul Wiener attended a meeting to create a workshop for faculty and TAs on technologies and resources available for deaf and hard-of-hearing students. There are 18 such students this year. The meeting was convened by TLT and included representatives from the Disability Support Services and the Library.
2. Systems Support Engineer Search Committee met on 2/5. List of interviewees will be submitted to EEO next week.
3. Instruction librarians prepared for the BUS110 classes; we will teach 15 sections this week.

Richard Feinberg: (Preservation)

The work order to fix leaks from the 5th floor south machine room that caused periodic dripping onto the 4th floor stacks is reported to e completely fixed now.

Preservation is busy. Record numbers of books are being repaired. A number of vendor projects are underway or being contracted. Our 2007-2008 State Aid application is due on Feb. 16.

Chris Filstrup: (Library Administration)

SUNY Center directors met last week. We agreed to proceed with the shared university press collection. Although it has peculiarities on each campus, the concept is sound, and we need some time to determine whether it is used differently from local collections. Concerning the Elsevier contract, we are preparing statements for campus provosts and the SUNY provost asking for continued SUNY support. Under the current business plan, the Center libraries face a big jump in cost in 2010. Concerning the management of older print collections, Buffalo is putting together a business plan to host other SUNY collections in their new storage facility. I saw a demonstration of Grokker software which Binghamton has developed to provide graphic displays of data from the OPAC and

licensed databases. Binghamton will go public with this display software in the next few weeks. Finally, I took a tour of Binghamton's new 160 seat information commons. It is open 24/6, staffed by both library and IT personnel, and very popular.

NYSHEI's new director has written to Gov. Spitzer to include an academic librarian on Spitzer's proposed Commission on Public Higher Education. A draft is attached. SUNY library directors are also writing to Spitzer and their legislators.

Brigitte Howard: (Documents Receiving & Serials Cataloging)

3,776 volumes were sent to offsite on Jan. 10. This makes a grand total of 50,179 sent so far and we can have another pick up soon if we have the money. Materials are coming in for offsite. I took care of a list generated by Fang of urls not working. I found new urls for them or deleted the electronic access.

Germaine Hoynos: (Personnel)

Resignations, retirements, terminations:

New Hires/Promotions:
Instructional Support Associate, Music Library – candidate has been selected for hire (EEO approved hire 2/1/07, waiting for Diversity Office approval)

Vacant Positions:
Currently under recruitment:
Instructional Support Technician, Music Library (replacement for Andy Toulas)

Not currently under recruitment:
Library Clerk II, Computer Science Library

The following positions require additional funding in the 06/07 budget:
- **Copy Cataloger for Govt. Docs., SL-2**
- **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**

Godlind Johnson: (Science & Engineering Library)

Daniel Kinney: (Technical Services)

The selectors met on Feb 1 to discuss a set of guidelines for selecting materials for offsite storage and a Preservation Department outline for the repair of gift books. These documents will be posted on the web site with library policies. Technical Services STARS met to discuss the processing of the SUNY University Press collection and the OCLC Connexion label program.   Min has set up a separate vendor code and budget for the SUNY UP collection. The bib. record will contain a local note indicating that the book is from the SUNY UP collection. Items from the shared collection will circulate to faculty and graduate students for 3 months and for 1 month to undergraduate students (subject to recall).   A problem with the indexing of accession numbers for sound recordings was also discussed.   It has been about a year since the Cataloging Department has received Stony Brook dissertations for cataloging in STARS. There are currently 8, 204 Stony Brook dissertations in STARS.

James LaPiano: (Building Manager)

1. The rehab for the Broadcast and Media Center has begun. Completion date set for August 2007 and ready for Fall semester.
2. HVAC cleaning of air handlers 6 and 7 almost complete.
3. Celt finds temporary space in old Biology Library Sinc Site.
4. Still awaiting decision from President's Office for location of coffee service for Melville Library.
5. AC3 125HP motor has been replaced after failure last week.

Min-Huei Lu: (Acquisitions)

Due to the tight budget, we have to stop approval books from YBP for several funds. YBP made a mistake on programming and stopped our whole approval books plan. After correcting it, we have received the shipment again and the books will be on shelves for selectors to review on 2/8 Thursday.

We have received two shipments of SUNY Shared Collection from YBP. With SUNY Shared Collection year 2007, books published by **Duke, Chicago, Harvard and Minnesota** University Presses will be included for Stony Brook, while books published by Cornell, Michigan, Yale and Washington University Presses will be sent to Buffalo. Each of the four university centers contributed $12,000 this year to make up the total invoice of $48,000 for the project.   Thus we'll receive about $24,000 books from SUNY Shared Collection this year. We also created a special fund code: SSCM (SUNY Shared Collection Monograph) to keep track of books received from this project.

Kristen Nyitray: (Special Collections)

1) The conversion and editing of Special Collections' new website is almost complete. In the following months, more images will be added to website with the use of Content DM.

2) The 1971 scale model of campus and accompanying photographs is on display in the North Reading Room. An exhibition of photographs documenting the 50-year history of the University will be mounted in the summer in conjunction with the campus' anniversary festivities.

3) The Jacqueline Newman Chinese Cookbook Collection is now searchable on STARS. To access the database, go to "Advanced Search" and then select 'Multi-base Search."

4) Special Collections will be submitting information about the collections to ARL for a website and volume commemorating the organization's 75th anniversary.

5) Collections received: The archives of Dan's Papers, donated by founder Dan Rattiner; magazines and journals from Dr. Jacqueline Newman; and ten boxes of material of Environmental Defense – New York Office.

Gisele Schierhorst: (Music)

The search for an Audio Technician (SL-2) culminated in a series of interviews last week, and the selection of a successful candidate. My thanks to Germaine and the Search Committee (David Ecker, Pam DiPasquale, Karen D'Angelo) for expediting this process. Among those who also assisted with interviewing was Andy Nittoli, the sound engineer for the Staller Center who served as a consultant for the Music Library's purchase of our AV equipment back in 2001.

With the Audio Tech position vacant, we reverted back to the "old-fashioned," use of course reserve CDs and added nothing new to the server. However, any selections that had been loaded onto the server in the past year were still accessible. This proved helpful this semester to large seminars that had been taught previously. The Music faculty have been understanding and patient but are eager to have this position filled.

As anticipated with both the SL-2 and SL-3 positions vacant, I sought to cover the most essential elements of each position to keep things operational for the beginning of the spring semester. I hired and trained two new students and put together a front desk schedule. Kathy and Min in Acquisitions and Lynn and Nancy in Cataloging have been very helpful with answering my questions as I placed rush reserve requests. John has cataloged all of our rush reserve items in a timely fashion.

On January 22, a meeting was held with Roz and Gregg Smith of the Gregg Smith Singers. Bob Godfrey of Comparative Literature, Dan Kinney, Kristen Nyitray and I offered our perspective on how the Smiths would benefit by donating their papers to

Stony Brook. They are scheduled to meet next month with other institutions (Library of Congress, Syracuse) who have expressed interest.

<u>Hélène Volat:</u>   (**Reference**)

1. Flash-drives

Still pose problems. Experts consulted say that the flash drives have always been an issue with the thin clients. Certain models continue to fail due to hardware compatibility issues over which we have no control. Our only recourse therefore is to tell and encourage students to access their SB drive from all thin clients in order to store their work rather than using flash drives.
Raul has put signs next to the USB ports informing users of the unreliability of flash drives.

2. Weeding.

First of "Walk with Elaine" (combining work and aerobics) will take place next Friday (Feb. 2) in the CRR to determine the future of large reference sets.

3. CRR renovation

We are working on a renovation of the CRR with the space committee. Reference members will submit their plans and suggestions.

4. QuestionPoint

We will discontinue QP chat once the subscription runs out. Cobrowse is never used. William suggests we phase it out by starting using IM. We will keep QP e-mail for the time being.

<u>David Weiner:</u> (Circulation)

1. As reported by Ken, these are the library fines collected for the 4th quarter of 2006:

October 2006 - $ 2,082.43
November 2006 - $ 2,498.26
December 2006 - $ 2,862.43
Total = $ 7,443.12

1/2 to Albany - $ 3,721.56

2. Ken has been in conversation with staff from DoIT, Procurement, Continental Copy and MDS throughout January, in regards to the new photocopiers, the printers in CRR and NRR, and the Autoloader and peripherals that will be used to add funds on ID cards (or sell cards to patrons for copying/printing needs). Getting the new copiers has taken longer than expected and we may not see all of the copiers installed until the end of February/early March.
Continental Copy has loaned two more copiers in the meantime...one in Main Circ and one in NRR.

3. Mary has received and processed 114 Regular Reserve requests. There have been 68 E-Reserve request forms submitted and processed.

4. Hanne hired 6 - 7 new student workers after the Fall semester (we lost 5).

5. I asked Nathan to add the last line in the text for E-Reserves info, on our web page:

If you want reserve staff to add library material to your course, you will need to give course builder privileges to the appropriate library for that course. (See Adding a Library as a Course Builder.) Then, complete the E-Reserves Request Form to have material added. Access to the documents in E-Reserves will be limited to faculty and students registered for the course. When documents are added to Blackboard by the library, they will be placed in the Content Area in the Blackboard course designated by the instructor, such as "Course Documents" or "E-reserves" in the left navigation bar.

6. Melissa Bishop updated the following information in regards to ordering books for Reserve:
We needed to edit some information on our Reserve Request form from the following URL:

http://naples.cc.sunysb.edu/Lib/reserve.nsf/request

Pleaser replace this text:

Orders will automatically be placed if the library does not own the number of copies requested.
Please be aware, however, that orders for multiple copies will come out of the Library Selector's funding for your subject area. This means that less money will be available for other materials/new books in your subject area. If possible please consider reducing the number of copies you require based on this information.

With this text:

Please be aware that due to severe budget limitations, it may not be possible to purchase multiple copies, without authorization by a Library Subject Selector for

your area.   You may be contacted by the subject selector if he/she has a concern with your request.   If possible please consider reducing the number of copies you require based on this information.

<u>Charlie Bowman</u>: (DoIT Client Support)

<u>Phil Doesschate</u>: (DoIT Information Systems)

Support:
1. Several selector reports were written (F. Peng)
2. Web OPAC (Stars) Usage statistics were generated (F. Peng)
3. Changes were made to the Sign-in to STARS Account web page (F. Peng)
4. The copyright webpage was disabled in STARS (F. Peng).
5. Gaps in shelf list index have been fixed (F. Peng).

Other Projects:
1. The Item replacement process for Missing and Non returned items was automated.

2. Serials Solutions URL was loaded incrementally. There are **29449** unique titles we subscribe to. There are **18749** unique titles with either an ISSN or EISSN. There are about **7000** Serials Solutions URLs and 938 Perl URLs in STARS as of 1/3/2007.

3. Gale virtual reference library with 260 eBooks was modified and loaded in Magellan.

Version 18
The necessary paperwork has been filed with Ex Libris and the infrastructure is currently being established on the PYXIS System to create a version 18 test environment. We expect to have a full test environment sometime in March and would hope to install the upgrade in production by the beginning of the Summer Session.

Service Pack 882 Install (F. Peng, H. Xue, S. Manthani)
This update was installed in Magellan on November 17th. It was needed to make Magellan compatible with the new OCLC system.

SBU Chinese Cookbook Collection
Fang created a new Aleph library (STB03) to hold the Chinese Cookbook Collection and other special collections.   The Chinese cookbook entries were converted from Word Perfect format to MARC records with Kristen and David Bolotine's help.

Japanese Book Special Collection

At the request of Technical Services we are evaluating the feasibility of loading a collection of Japanese books into our library. If this is done it will be placed into the same Aleph library as the Chinese Cookbook Collection.

SBU Faculty Publications
1.   Setup the project and we can connect with CASO database.
2.   Working to better understand the programs and how to support them.

HSC upgrade:
We completed our efforts to upgrade the HSC library from version 14.2.7 to version 17. We upgraded the database and application, guided the test efforts, provided technical support and problem solving during the test interval and managed the project to completion. We also did some training of the staff on the new features of the software and the procedures for maintaining the software.   The HSC Systems Library staff upgraded the web OPAC.   They also took responsibility for applying the OCLC changes after we completed our activities.

Special thanks to Fang and Sat for their work in making this happen!

Graham Glynn: (Teaching, Learning and Technology)

All thin clients are all now NetID enabled. Raul is now working on the 2 PC's he has...the GIS and Gov't Docs workstations. He recently ordered and installed a 500GB drive for each so Elaine Hoffman and Cynthia Dietz can have space to do work on the 2 PC's. GIS workstation is now NetID enabled and its software updated . Working on Gov't Doc's workstation next.   He also put the little notices on the thin clients advising people about the USB ports. Classrooms A & B have the updated Symantec software to close a vulnerability in the Antivirus software.

Ken Doyle: (UUP Representative – No Report)