

## DIRECTOR'S COUNCIL

June 11, 2008

### **Dennis Andersen: (Serials Acquisitions and Control)**

(1) We have posted all cancellation lists received to date from the various Science Libraries in our library share folder in anticipation of a possible cancellation project. As always, we continue to update our fund code spreadsheets with 2008 prices, including various new Science Fund spreadsheets for 2008 only (in anticipation of the above alluded to possible cancellation project). As these are updated, they will be posted within the share folders. This process is ongoing throughout the fiscal year.

(2) Stephanie Gaylor is continuing to whittle away at the backlog of Reference and Documents. We may also need to bind a considerable number of items for the Native American Collection. All this is in addition to our regular binding backlog.

(3) Other operations are up to date.

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

Meryl K. and I met with John Fogarty (Facilities Services) and Lynn Patterson (Procurement) to discuss ordering new furniture for the Chemistry Library. We are meeting with a select group of furniture vendors to secure price quotes for the job.

A training was held in Classroom B on May 14th to introduce the Chemistry Department to the new web version of SciFinder.

### **Nathan Baum: (Digital Resources)**

#### **resources**

--Web of Knowledge and SciFinder Scholar renewal processing has begun. Because of the cost of these databases (approx. \$140,000 and \$80,000 respectively), they both need to be advertised in the NYS Contract Reporter. Web of Knowledge also needs pre-approval from the Office of the State Comptroller.

--With the help of appropriate selectors, other database renewals will be carefully evaluated before renewals are approved.

--I've been working with selectors to switch Sage and Palgrave titles from print and print+online to online only.

#### **digital projects**

Aimee and Jason have been developing templates and loading sample records into ContentDM for Turkana Basin Initiative materials. They hope to demonstrate that ContentDM can serve the Initiative's needs for an archive and distribution medium. If successful, a very important digital collection will be added to our digital holdings.

#### **web**

With Sherry's approval, Darren Chase has agreed to help make some long overdue changes on our website. I hope to have a web team set up soon to work with us on this project.

**David Bolotine: (Cataloging)**

Previously in STARS an author/browse search under Stony Brook University revealed over 5000 records. This number disabled the sorting function making retrieval of a specific work almost impossible. A project to correct this problem has begun. The sorting function has already been restored and many departmental headings with cross references are being created in order to take away the burden of using only one heading. The previous title search under Thesis (etc...) will remain the same.

**EXAMPLE**

Old form:

Stony Brook University. Thesis (Dept. of Chemistry)

New form:

Stony Brook University. Dept. of Chemistry. Thesis (Dept. of Chemistry)

Departmental cross reference:

Stony Brook University. Chemistry, Dept. of  
See Stony Brook University. Dept of Chemistry.

**Sherry Chang: (Public Services)**

- Library Hours for fall 2008 is finalized. The calendar will be printed and publicized on-line in July.

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

1. The "Finding Articles" module of the Library Tutorial is up and running again after being out of commission for about 2 years. Fiona and Dana will continue to update it and the rest of the tutorial throughout the summer.
2. The library is working on a memorandum of understanding with TLT on the use and scheduling of the first floor classrooms.
3. There is now a "Library" tab in the Blackboard template. We will use this to make announcements and highlight library resources. Please take a look and send us your comments and suggestions for improvement.
4. A small group tested RefWorks, the web-based bibliographic management program, and recommended that we get it as a supplement to EndNote, not as a replacement. If RefWorks is not added to the campus, the Instruction Team will investigate some of the free citation tools so that we can offer citation workshops specifically for undergraduates.

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

The department has been triaging and treating hundreds of damaged volumes recently returned to the library at spring semester's end.

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

**Academic Rehab.** The library received academic rehab/quality of life funds for NRR furniture and carpet; CRR furniture; Music piano and furniture. Total: \$73K.

**STARS.** I met with Phil Doesschate and his staff and with STARS to discuss future directions for Aleph. Three directions are worth exploring:

- 1) Link STARS monographs to google.books which has the following features: covers, tables of contents, selected text, searchable full text, reviews;
- 2) Nest the OPAC in WorldCat which makes it easy to move from a local search to a broader search and which enables seamless ILL requests;
- 3) Invest in interfaces which graphically display a broad array of results in an easy to comprehend view.

Fang has put #1 links in the Pyxis database, and we are looking at other university libraries' experience with #2. Binghamton is running a Grokker interface.

**Budget.** Although the 08/09 budget is still murky, we should prepare for a 3-5% cut to base. Administrative Council discussed the following reductions which assume a 3.2% cut (= \$320K) but treat collections inflation as a separate matter:

Student	80K
Serials	175K
Equipment	10K
Positions unfilled	55K.

If the library does not receive inflation funds (c.\$300K), the collections line would be cut another \$125K, and we would have to find additional savings in allocations for equipment and supplies and lapsed salaries from unfilled positions. .

SBU is also faced with a cap on expenditures against non-state income, for example, the hospital, dormitories. SUNY and the UUP are organizing a major push back for this kind of cut which would negatively affect basic services.

**SUNY Council of Library Directors (SCLD).** This is a meeting of 64 library directors from highly diverse libraries. Nevertheless, there was consensus on several issues. 1) The Office of Library and Information Services (OLIS) will pull resources from Aleph maintenance for the non-Center libraries by offering on its server a vanilla OPAC; for these libraries, OLIS will not support customization. This will free up OLIS resources to look at other discovery technologies. 2) Almost all the libraries now have an ILLiad platform for

resource sharing, and SCLD directors are committed to sharing materials among their libraries. 3) Some of the 2 year college libraries are taking steps to move their technical processing to the Center libraries. The Center libraries will continue to run their own Aleph servers and upgrade Aleph as it benefits their individual campuses.

## **NYSHEI**

I hosted a conference in which a series of NYS economists and economic development folks discussed the relationship among academic libraries and research and economic development. The issues range from pure research to workforce development. NYSHEI has drafted a bill, ARIA (Academic Research Information Access), sponsored primarily by the Assembly Committee on Economic Development. Public libraries have done some cost-benefit analysis of the economic outcomes of their expenditures. For academic libraries, the quantitative relationships are largely unexplored. Bruce Kingma who holds joint appointments in Syracuse University's School of Information Studies and School of Management and who carries the unusual title of Associate Provost for Entrepreneurship, is starting to study this area.

### **Brigitte Howard: (Documents Receiving & Serials Cataloging)**

On May 13th Clancy picked up 4,724 items representing 595 linear feet. This makes 94,355 items already at Clancy. Since yesterday we have problems with the server and are not sure if our corrections will be kept in the database. We get a sentence : "You are denied permission on "OWN" fields. Your changes will not be saved on the server." Rather scary.

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

#### **Resignations, retirements, terminations:**

Connie Baker, Library Clerk II, CRR, effective 5/29/08

Trina Kokalis, Instructional Support Associate, NRR, effective 8/8/08

#### **New Hires/Promotions:**

Southampton Librarian – Darren Chase hired, effective 5/29/08

Music Library – Celeste Hessler promoted to SI-3 position, effective 5/29/08

#### **Active Recruitments:**

Library Clerk II, CRR, position description approved by HR, to be posted 6/15/08

SI-2 Night/Weekend Managers – 2 part-time positions - under recruitment

Instructional Support Associate, NRR – under recruitment

#### **Vacant Positions:**

SL-2 – Music Library

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

Patent & Trademark Depository Library - what to do with it after I retire in the not so far future? If we decide to give it up now, we will never get it back again - so this decision needs to be made carefully.

Pro keeping the status: a) For low cost (\$50/year statutory fee and cost of sending a librarian to the annual Training Seminar) and little space requirements we enhance the image of the Libraries and give community service. b) Libraries could be a focal point for intellectual property issues - apparently most new PTDLs are situated in Academic Libraries.

Con: a) 90% of patent patrons are from outside the university community and dealing with them can be time-consuming; b) since most of the material is accessible on the Web now, teaching the engineering students about patents can be done without being a PTDL; c) we would need someone interested in becoming the expert - getting expert help is the only thing that patent searchers need to come to a PTDL for now that "everything is on the web".

Beta II Videocassettes in Storage (76 items) - what should we do with these?

Edimael Aponte will lead a major shifting project in the bound periodicals room of the Sci & Eng Library during the Summer.

**Daniel Kinney: (Technical Services)**

Results of 2006-2007 ARL survey: Stony Brook's ranking among the 112 ARL libraries surveyed is as follows:

Total volumes: 104

Current serials: 87

Volumes added: 110

Expenditures for library materials: 93

Total expenditures: 104

Professional staff: 50 (ARL now counts professionals who are not librarians in this category)

Nonprofessional staff: 112

Total salaries: 91

The university is required by New York State to put the off-site storage contract out to bid. Brigitte, Richie, and I will attend the mandatory site visit on June 10. All questions have to be submitted by June 13. The bid opening will be June 23 at 3:00 PM.

**James LaPiano: (Building Manager)**

1. Elevators 1&2 awaiting outside consultant inspection for operational startup. As soon as this is done work on cars 3&4 will begin.

2 Work on the repairs to the Circ area has begun.

3 The CRR shelves have been removed and the walls repaired and painted. The physical plant has started to paint the Gallery wall and will plant the wall where the book cases are after they are removed and relocated to the CRR.

4. Campus air conditioning is in crisis. The physical plant mechanics are working OT to correct it but aren't sure when they will turn on the AC. There are many disgruntled faculty and staff calling me or emailing me everyday.

### **Susan Lieberthal: (Interlibrary Loan)**

ILL has run some statistics to see how much the SUNY Shared collection has been used. Circulation statistics are a little higher for SSC than for other SBU books with ©2007 (40% vs. 33%) The resource sharing librarians recommend continuing this collaborative collection development. Our circulation statistics showed that books published by the University of Chicago were especially heavily used relative to the other academic presses.

We have been trying to find out how to recover lost books, and deal with overdue patrons. In the calendar year we lost 10 books which cost us \$700 in lost fees. We see this as the cost of doing business and not a huge problem. We have set in place a system of disciplinary action against students by contacting Gary Mis. Our first disciplinary action resulted in immediate return of books! We don't have the same system for staff and faculty but we do manage to get most items back.

We hope to increase our document delivery service in the fall. Policies and ILLiad order forms are in place. We will be working on publicizing this service. Plans are in the works for automatic authentication in the near future, using NetID and password.

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

--On 5/23, we asked YBP to increase \$15,000 for Southampton approval books shipment in addition to the original \$55,000. We also added \$5,000 firm orders for Southampton business/economic in addition to the original \$12,000 orders.

-- Min worked with Fang on testing Aleph reports in order to separate budgets and expenditures for Main campus from those for Southampton. The reports work fine. However, when we place orders and pay for actual invoices, we have to be careful on which account to order from and to pay for. Right now, we only have very limited vendors and funds for Southampton. It might get complicated and confusing when we have to order for more subjects and from more vendors. Min also tested Aleph service pack 1613 for Acquisitions module.

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

On Saturday, May 17, the Library's George Washington letter, written in 1779, made its first trip off-campus for a public viewing. The occasion was the designation of The Brewster House (c.1665) in Setauket being placed on the New York State and National Registers of Historic Places. Caleb Brewster played an important role in the Long Island spy ring during the American Revolution, as described in General Washington's letter. Accompanying the letter to the event were Kristen, Richie, Maryanne and Chris. Photographs of the event reside in the upper right side of the Library's blog, The Screen Porch.

The following collections are in-process: Dr. John Gagnon (Professor Emeritus); Environmental Defense, Washington Office; Daniel Thomas Moran (former Poet Laureate of Suffolk County); Turmoil Radio Collection (WUSB 90.1); Suffolk Symphonic Society; and the Graham Everett Collection (poet and author).

Completed collection: Claire Nicolas White Collection (poet and author)

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

Monograph gifts in all formats are being cataloged, in particular the CDs from last year's Attorney Genral settlement. Ninety print monographs were recently sent out for binding. John and Celeste are preparing current journal issues to be sent from Serials to Bridgeport for binding.

Despite several service calls from Checkpoint (now overseen by 3M), we still do not have a functioning security gate. It rings incessantly without provocation and needs to be unplugged so that it does not disturb patrons.

Academic Rehab funding has made orders for new furniture and a new Steinway upright piano possible. The latter is due for delivery next week.

### **Hélène Volat: (Reference)**

#### QuestionPoint

Since Meebo cannot be installed we have re-subscribed to QP for one year. William, our Administrator for QP is working to place the Qwidget in various places in the Library web site and in STARS. We believe that chat usage is going to increase, maybe significantly and more than we already have experienced.

#### Generic ID and passwords

Helene participated in the meeting with members of Client Support to discuss the generic password issue at the reference desk. The conclusion was that we will be given a generic ID and password within a month.

#### Information desk

Connie Baker has resigned. Steve (from Southampton) is replacing her until July 13.

#### Shelving

Two large shelves in the CRR have been removed to make room for the Authors' glass windows.

Signs will have to be moved as well.

#### Furniture

Final decision on types of chairs, fabric, tables, etc ... for the CRR is imminent, pending final quote from Steelcase.

**David Weiner: (Circulation)**

1. Renovations at the Book Return area are underway. Patrons still have access to the Core area ...with some guidance through our sorting area.
2. Ken, Germaine and I met with Accounting Staff, to discuss the issue with taking NY State SalesTax out of book sale revenue. Tom Farabaugh will work out the details.
3. Main Circulation stats for May 1-30:  
TOTAL Circ Stats for(STBAV,STBCG,STBMN,STBRS)

TOTAL Loans	TOTAL Renewals	TOTAL Holds	TOTAL Returns
----- 7,435	----- 9,142	----- 118	----- 17,912

4. Summer Reserve courses:

AV = 17    Print = 13    Electronic = 8

5. Thanks to the Circulation Testers for having to process all tests twice (testing in XP and Vista), during this latest service pack upgrade in Aleph:

Mary, Jeanne, Hanne, Ken and Victor. Thanks, of course, to Marge, Nikia, Fang and Helen as well.

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

The deployment of new computers is about 95% complete. The machines have the Vista Operating system and Office 2007 on them. They were initially deployed without generic sign-ons. This prompted a meeting to discuss the issues involved. We will be investigating ways of providing generic sign-ons with limited access on certain machines. This should be available in about a month or two.

Client Support has participated with Information Services in Aleph SP1613 upgrade. Some, individual problems have be address. Overall the upgrade seems to be successful although some testing is continuing.

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

**Aleph Upgrade -- Service Pack 1613 (Fang, Heng, Nikia, David, Sat)**

Over the last few months Client Support has replaced a number of Personal Computers. The new machines run the Vista operating system rather than Windows XP operating system. Unfortunately, problems surfaced for those members of the library community running Aleph.

To make Aleph compatible with Vista, we had to apply Service Pack 1613 which included over 500 fixes. SP 1613 was applied to Pyxis. Helen created new Aleph GUI package for Client Support. Marge Tumilowicz re-created test database on Notes for Testing. Library test team has finished and passed all the acceptance tests with assistance from Client Support and Aleph Group. SP 1613 was implemented on Magellan successfully on Friday night (6/6/2008). The implementation from testing to production took a month which is shorter than it is used to be. Thanks to Client Support and Computing Center for their support of this effort. And, thanks to the library staff for taking the time to test the package.



2. **Southampton Library Setup (Fang and Min)**

We settled on an approach for handling Southampton. We chose an approach that provides all of the benefits with less setup cost. We are starting to use sub library, parent budget and order group instead of Multiple Admin for Southampton. Min set up new account in YBP. We have written and tested out two separate expenditure reports for Southampton and Main campus. It is running by Auto Reporter. Additional reports will be added as necessary in the future.

3. **Adding and Correcting Dept name in STARS: (Fang and David)**

David created authority records for department names to facilitate Patron access to dissertations of Stony Brook graduates. Based upon a specification provided by David Bolotine, Fang wrote a program to correct the Department. Names in the database and add Department name to the additional entry access point. This is an on going project.

4. **Explore Google Book Search into Stars (Testing)**

In the middle of March, Google unveiled a set of software protocols that allow libraries to essentially merge Google's collection with their own. Google has now scanned over a million books as part of its controversial partnership with major libraries. We have coded extensions to the STARS Web OPAC in PYXIS to demonstrate the features of this protocol. While testing we found that google book info is free and has more book cover images than sydetics. Sydetics is not free source.

The Google Book is link to Result List and Full View on STARS on Pyxis.

<http://pyxis.cc.sunysb.edu:8997/F>

The Web OPAC group is looking at this feature. We are supporting their efforts.

5. **New implementation for email interface for Library home page (Fang, Sanjay and Phil) DONE**

The request is from reference librarian Paul Weiner. The implementation has been completed on the Library server. " In case you haven't noticed, there's been a large increase in our (former QP) e-mail reference questions, since the Notes AskaLibrarian link was implemented." -- Notes from Paul Weiner.

**General: (Fang)**

- Resolve hanging EDI process ( With Min)
- EDI invoice loading (Dennis and Susan)
- attended "LI Faculty Retreat"

**Report: (Fang)**

- Popular Circulation Report for 20070701-20080507). (Aimee, Victor)
- 2007 copyright book Circulation Stats Report (ILL ,Susan)
- Item with Strange barcode on loan Report (Trina)
- Music Library Items with CRV Barcodes (Gisele)

**Circulation (Heng)**

- Update the circulation workstation IP list
- Answer questions for Chemistry library

- Test Hold Shelf report (p-cir-06)
- Answer recall related questions
- Assistant circulation staff to test new package
- Test circulation station id in order to replace IP address
- Answer question on fine calculation for two hour loans

**Web OPAC (Heng)**

- Fix the Pyxis main library link
- Assistant WebOPAC member to test new package

Fix Refine function on Pyxis and Magellan

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

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