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cc
bcc F.Jason Torre/Lib
Subject Library Bulletin, January 6, 2003, Number 1333

CHARLIE'S FAREWELL:

Tuesday, Jan. 7 is the absolute deadline for responses and monies for the Friday Farewell !

The menu will follow in the next Bulletin. Catering on campus assisted with the choices for the buffet. There is variety in the food selections which will appeal to all.

NEWS FROM PERSONNEL: (From Chris)

1) I am pleased to announce that effective immediately Paul Wiener will join Reference Services. This will help the department cope with the departure of Brenda Coven. Paul will continue to chair the Publicity and Publications Committee, and he will continue his work on surveys.

2) With Charlie leaving, STARS is changing its schedule of meetings. The full group will meet once a month on the last Wednesday. STARS is dividing into three subgroups -- Technical Services, Circulation, and OPAC. These groups will meet on the first, second, and third Wednesdays of the month and report to the larger group on the fourth Wednesday. The subgroup meetings may include a larger number of staff, so they may more properly be called "supergroups." Dan Kinney will chair Technical Services; David Weiner, Circulation; and Godlind Johnson, OPAC.

NOTES FROM ADMINISTRATIVE COUNCIL MEETINGS:

11/27/02

- Discussed Academic rehab and Quality of life requests; these are requests for equipment and furniture funded by the President and DoIT; the finalized list includes carrels in the stacks, NRR, and tables in NRR and Music and shelving in Music; microform reader/printer in Music; carpet in Chemistry; loaner laptops in NRR; new enclosure and security gate in Circulation; data jacks and electrical outlets in NRR; card readers for photocopiers and printers;
- Asked Sherry to propose a laptop lending service in the NRR;
- Decided to convert two of the core offices to group study rooms;
- Discussed GoPrint problem; decided to try a couple more fixes before seeking another vendor;
- Discussed NYU visit on 12/12/02
- Charlie reported that Instructional Computing will support PCs in CRR, but printing will be to GoPrint station supported by the Library

12/03/02

- Decided to proceed with hiring Head, Systems and Systems vacancies; will request other vacancies after Provost approves Systems hires;
- Discussed how to handle fiscal matters after Charlie departs, especially AmEx cards that Germaine, Barbara, and Min use.

12/11/03

- Discussed changing classified positions in branch libraries to professional positions; in light of Roger's retirement, decided to proceed immediately with MASIC; Germaine is meeting with all branch staff;

- Discussed charge and membership of web team
 - Gulnara (chair), Nathan, David A, Anthony Bozzanco, Linda C, Kristen
- Chris reviewed capital construction plan as presented to the Deans
 - SUNY is currently on a \$2B bond; \$100M came/is coming to SBU for new construction;
 - Next bond issue will be for rehabilitation and maintenance; SBU hopes for \$100-150M
 - Dick Mann has a long list of projects including building infrastructure, roads, Grad Chemistry, Old Chemistry, Health Sciences, and Computer Science buildings;
 - Facilities currently receives \$900K/yr for maintenance;
 - Albany deems classroom and office space adequate for SBU's needs; SBU feels Albany underestimates space needs of research activities.

12/18/02

- Approved a Music Library policy to restrict digital copying of LPs to curricular use, to make the digital copy Library property;
- Approved a phone tree for weather and other emergency closings; the basic policy is that there must be a supervisor in the main building at all times; if there is not, we will close all public service rooms;
- Germaine and Pam will work on the student budget to make it easier to monitor expenditures against allocations;
- Agreed with Paul's request to move his office to NRR stairwell; reserved a core office for prospective hire of Bassey Irele, an instruction/reference librarian and another core office for April and Tony Butelli to share;
- Decided to incorporate into PATRIOT Act policy a guideline for search warrants that require immediate compliance;
- Dan reported that he and Kristen are working on a Black History Month program on W.E.B. DuBois.

SERVICE AWARDS CEREMONY:

The annual ceremony to honor staf who have serviced the University for 20, 25, 30, 35, and 40 years will be held on Tuesday, February 4th at 4:00 pm in the Student Activities Center Auditorium. We encourage all library staff to celebrate with the following staff:

Dan Kinney
 Keith Krejci
 Amelia Salinero
 Germaine Hoynos
 Linda Misa

STONY BROOK CARES:

The latest report of funds received is \$213,000 - **a bit under the goal of \$250,000**. If you haven't already given to this cause consider starting the new year off by setting aside some funds for those in need. Most of us were fortunate to have holidays filled with good health and abundance let's pass it on . . .

Those of you who have contributed will be included in a raffle for three prizes (gifts certificates to Lowe's Theatre in S.B., Seawolves Market or Campus Dining Services). This raffle will be held on Jan. 9th at noon in the Javits Room. Remember giving has its rewards!

LIBRARY HOURS FOR INTERSESSION :

