

DIRECTOR'S COUNCIL

March 14, 2007

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

(1) Serials fund code lists continue to be updated on an ongoing basis with current prices, identifying titles not yet billed, with the goal of obtaining an accurate picture of serials expenditures needed for the remainder of the fiscal year.

(2) We have made significant progress with regard to the serials binding backlog that had accumulated over the last two years. We hope to resume normal binding operations by the summer.

(3) Stephanie has been working with Keith Krejci, Bridgeport National Bindery and DoIT to have LARS installed in the Computer Science Library to facilitate binding operations at that branch.

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

Dana Antonucci-Durgan: (Chemistry Library)

The 2007 version of the Cambridge Structural Database has arrived. The CDs will be sent to Mickey to load on the Sinc Site computers.

Sherry and I attended a telephone conference with the architects at Flad and Associates about the new Chemistry Library design. The new library space will hold approximately 1/3 of the current monograph collection. The remainder of the collection, including serials, will be stored in the basement of the Chemistry Building.

We are continuing to weed the collection.

Nathan Baum: (Digital Resources)

>Aimee and I are populating the SerialsSolutions Electronic Resources Management System (ERMS) with information about our subscription resources, a fairly time-consuming activity. Once we get enough profiled, it will become the first place to go to when information about resources is required.

>Portico's Assistant Director for Library Relations, Kenneth DiFiore, will be here this afternoon in Classroom A to talk about Portico's services. Portico offers a permanent archive of electronic scholarly journals, thereby providing protection against the potential loss of access to e-literature integral to a library's collection.

>Blogs: Screen Porch, for general library news:

<http://melvillelibrary.blogspot.com/>.

Screenings, for e-resources news: <http://melvilletrials.blogspot.com/>.

You can get an email notification any time something new is posted on each of these by entering your email address in the forms that appear on each of the blogs – see below. Also, if you'd like to have an event posted on a blog, contact Aimee with the information.

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Digitization:

>Electronic Theses and Dissertations: Jason and I met with Kent Marks and 2 staff members from the Graduate School to discuss the plans to require electronic submission of dissertations. Jason has been involved in these discussions for about 2 years now and it finally appears that something's going to happen. Jason has been working on revising the contract that students need to fill out when submitting dissertations so that the university has permission to make the dissertations accessible online. The plan is to load them into the SUNY Institutional Repository as well as in ContentDM.

Aimee is working with Jason Torre, the University Senate and the School of Medicine Senate to create a procedure for archiving complete and searchable senate documents (such as meeting minutes) in DSpace.

>The Digital Team met last month and Stephen Larese discussed the process and challenges of getting metadata for art images into ContentDM. The team meets again this Thursday.

Web:

>Karen Kostner will be spending a few hours a week helping out on web maintenance. She just completed a revision of the subject database guide formerly known as "General Interest" databases. It's now called "Multi-Subject" and has been expanded with more databases and clearer descriptions. See <http://www.stonybrook.edu/library/eresources/databases/multi.html>.

>I've been working on a way to separate our "Databases & Ejournals" page into two separate pages. I hope I'll be able to have some test pages available for viewing soon.

Aimee is on a Content Management System selection committee headed by Graham Glynn. The Committee is looking into the possibility of selecting and implementing a commercial, enterprise-wide content management system for websites and will submit a recommendation to the CIO by the end of April. If such a system is implemented and the library chooses to participate we could build a more dynamic and flexible website.

SCAC:

>At our meeting in Syracuse on February 23rd, we spent a considerable amount of time looking at different ways of distributing the cost of ScienceDirect after our current contract expires at the end of 2009. Models include ones based on campus size (fte), acquisitions budget, usage, and type of institution, as well as combinations of these factors. Our goal is to present three models to the library directors this spring. However, we all agreed that it would be impossible to maintain the number of holdings included in the "Freedom Plan" without continued support from OLIS. John Schumacher who has been sitting in for Carey Hatch at these meetings recently, told us that we could continue to count on \$800,000 per year from OLIS. That would still leave approximately \$5.2 million for the rest of us to cover.

>The Council is also beginning to look at contracts with other e-journal publishers/providers such as Wiley, Blackwell, Cambridge, Oxford, etc. We are also looking at investigating possible consortial arrangements for e-books.

>University Press Shared Collection books have begun to arrive here and, at this writing, 50 titles have been cataloged. I hope to work with David Bolotine and Fang to develop a procedure to have records in our catalog for the shared collection titles in the other 3 SUNY Center libraries, with direct links to ILLIAD. SCAC is committed to completing the second year of this project but will want to evaluate it before proceeding further. We also discussed University Press e-books as an alternative to sharing print collections.

David Bolotine: (Cataloging)

An additional 35% was added to each subject fund. Catalogers will be focusing on ordering to encumber these monies. Selectors note: foreign orders must be placed as soon as possible and domestic orders should be placed by early May.

Fang is running monthly reports for previously labeled "Not Returned" and "Missing" materials that have now been globally changed to withdrawn and suppressed. A check of the list has revealed that some of the books have reappeared and it is our job to reinstate them. The true withdrawn items must be then removed from Aleph and OCLC holdings. The appropriate selectors are then notified.

Training in certain Cataloging Dept. procedures has begun for the new Music professional, John Amrhein.

The following collections of print and e-materials are currently being added or revised:

Electronic:

Safari tech books online

Gale virtual reference library

Electronic library of mathematics

Portals to the world (227 websites)

Print:

SUNY shared collection

Stony Brook dissertations
Lee Koppleman collection
Native American Special Emphasis Collection
Missing titles in STARS for off site storage
Gifts

Barbara Brand: (ILL)

Client Support worked with ILL staff to update to ILLiad version 7.2 during the last month, This is a major upgrade. The web interface has been redesigned to make it more easily customizable. New features are the ability of users to reset their own passwords. to undelete electronic delivery documents deleted in error, and to search for any of their ILLiad requests through the main menu. It is also possible to use RSS feeds for notification. (I have to find out more about this.) The staff has found the new version to be slower and we have some printing glitches. We are working with Atlas Systems, the company which developed the software and which hosts our server, to try to work out the problems.

Sherry Chang: (Public Services)

Starting March 1, the hours of Computer Science Library has been changed to open at noon time during the weekdays. There is no change of closing time and weekend hours. A revised Library Hours has been issued and distributed with a remark at the right top corner, "REVISED MARCH 1 2007". The new Library Hours are printed in yellow color. Revisions are made in Library web site and telephone answering service as well. This change was made temporarily until further notice to accommodate the unexpected staff shortage after consulting with the dept. faculty. Godlind Johnson is presently in charge of the library.

Met with the Provost, Howard Schneider and Mark Aronoff, Elyce Winters on March 5 to discuss the space of Library 4th floor. Meeting summary:

- School of Journalism requested 4 offices vacated by the Reinvention Center for their teaching faculty (News Fellows) of a new program.
Granted
- Korean studies reading room can keep the 5th fl. space
- Undergraduate studies needs 6 offices for their Global Studies advisors, requested some rooms on third floor now occupied by Hispanic studies or rooms on the 4th floor. They would prefer third fl., same floor as the

- Undergraduate Office. Result: grant 6 office on 4th floor to Global Studies or move 6 offices of Hispanic to fourth floor where 14 offices are available (Library claimed 7)
- Mark mentioned that Graham is looking at the seminar room inside of the Commuter Lounge for possible additional TLT offices. If so, Undergraduate would need another classroom somewhere in the Library Building.
 - Library Storage Room was not being considered for any other use at this time.

Preparation of moving AV/DVD collection to Circulation Dept. on the third floor during spring break is well under way. Publicity of the moving will be announced through e-mails, blog, postcards, and signs starting next week.

Reviewed the new plan of Chemistry Renovation Project with the Campus Capital Fund Director and Dana.

Janet Clarke: (Library Instruction Team)

1. Chris asked the Instruction Team to consider moving to the fourth floor. We decided the first floor visibility and convenience were too important to the success of the Program to give up at this time.
2. I am working with TLT's request to schedule approximately 120 technology sessions in the Library's classrooms in the Fall semester.
3. TLT's systems support engineer interviews will be completed Thursday, March 15.
4. We're beginning to revise the first year book chapter that new Freshmen get.

Richard Feinberg: (Preservation)

The department submitted its NYS statutory grant application, '07-'08, to the New York State Education Dept., Division of Library Development.

Chris Filstrup: (Library Administration)

I met with the head of the U.S. office of the Korea Foundation (KF) accompanied by Prof. Park. KF funded three years of a librarian position at 50% with the

understanding that SBU would continue this position. We agreed that (1) the new hire would concentrate on Korean studies with secondary attention to the rest of East Asia and (2) the new hire would continue Kyungmi's work on collection building, web development, and liaison activities with the faculty and students and focus cataloging efforts on quality control. Dan is working on a PD which will be posted soon. We also explored the possibility of KF funding for collection development.

Planning for the old and new Southampton (SBS) libraries is finally underway. The planning committee consists of Martin Schoonen, Peter Baigent, Graham Glynn, Lou Rispoli, and me. Sherry and I are revising the budget request for the old library for 07/08. It includes staffing of one librarian and one half professional, computers and networked printer, and collections money for a small collection of monographs, journals, and adjustments to licenses for electronic resources. Please see the handout for a summary of the overall effort to deliver a curriculum and student services in the fall. As to the new library, SBU is committed to finishing this building. SBU has hired the architects who designed the building. Aimee and Susan L gathered information and photos of recently built or rehabbed undergraduate libraries and made a presentation to the planning group. Salient features of these new undergraduate spaces are: lots of computers; a variety of study spaces ranging from standard tables and chairs to group studies to living room arrangements; shared staffing with IT; and "lite" construction so that space can be reconfigured easily in the future. These new library spaces are enormously popular.

Lois Mazer, the Advancement officer most involved with the library, retired. She accomplished a lot for the library, especially endowments (e.g., AIDC and Durrer), funding for an Environmental Defense archivist, a smooth running annual giving campaign focused on parents of first year students, and several large gifts-in-kind.

Brigitte Howard: (Documents Receiving & Serials Cataloging)

Clancy came on February 27 and I am scheduling for another pick-up next week. Every visit they take 500 linear feet of books. No word on the number of volumes from the Feb. 27 pick-up and so far they have taken 7,500 linear feet. The receiving of Documents is happening slowly but I am at a stand still for maps.

Germaine Hoynos: (Personnel)

Resignations, retirements, terminations:

New Hires/Promotions:

John Amrhein, Music Library Audio Technician, effective 2/22/07

Vacant Positions:

Currently under recruitment:

Copy Cataloger, SL-2, Government Documents

Instructional Support Associate, SL-2, Music Library

Not currently under recruitment:

Library Clerk II, Computer Science Library

Godlind Johnson: (Science & Engineering Library)

More than two thirds of the 4th Floor Storage have been emptied - that's why I don't have much else to report! We are contributing tons to the Recyclemania effort!

We would like to make a plea for at least one more scanner for the NRR - and some instructions on how to use them (which program for what purpose..)

Pharos printing is here, and wrinkles are getting ironed out. NRR staff wants to suggest that this not be advertised in the SINC Sites, people will find out... We would like to have a little time to observe how the atmosphere in the Reading Rooms might be changing with mass printing going on and to find ways to preserve whatever "library ambience" we have.

Reduced hours for Computer Science seem to have been accepted by students. Keith spends some time there every day; we will continue the projects that Karen had started, e.g. weeding out the Reserve section.

Daniel Kinney: (Technical Services)

The library was notified of the SUNY recharges for ScienceDirect (\$928,624) and SUNYConnect (\$94,204) at the end of February. Health Sciences contributed \$13,189 towards SUNYConnect, and the West Campus library paid the

remainder (\$81,015). HSCL pays separately for ScienceDirect. The library was promised \$122,000 from the technology fee. Although the money from the technology fee has not yet appeared in the collections account, it was nevertheless allocated to selectors for the purchase of monographs since it is so late in the fiscal year.

The library is planning to sponsor a dedication of the Tentorah Inoh collection on May 21. Dr. Sachiko Murata has invited Prof. Inoh's son, who will be coming to Stony Brook from Tokyo. Fang Peng and Tatsushi Hirono are working on an inventory of the collection, which will be placed on STARS as a separate database.

James LaPiano: (Building Manager)

1. DVD collection move has been scheduled for April 2-4. Japanese collection will be done at same time.
2. Estimate for NRR doors and entrance floor \$ 84,500-103,000.
3. Awaiting CRR plan so estimate can be secured from FD&C.
4. Fourth floor reference office estimated at \$12,500-15,250 project stalled because FD&C reluctance to do air sampling when nobody occupies space.

Min-Huei Lu: (Acquisitions)

Additional allocation of \$245,000 was distributed among the subject funds on March 6. It is relatively late to place orders at this time of the year, especially for foreign orders. Selectors are urged to submit their orders as soon as possible so that we can receive materials and pay for the invoices by the end of this fiscal year (6/30/2007).

Kristen Nyitray: (Special Collections)

- 1) The conversion and editing of Special Collections' new website is now complete. Most of the files (over 500) have been indexed by Google (the search engine is also powered by Google). New content will be added on a weekly basis.

2) Special Collections will be represented on a website and in coffee-table book commemorating ARL's 75th anniversary. The AIDC 100 Archive has been selected as a featured collection by the ARL panel.

3) Collections in-process: Pietro di Donato; United States Pamphlets; Dr. John Gagnon; Environmental Defense – Washington Office; and Dr. Lee Koppelman.

4) Upcoming program:

WEDNESDAY, March 28 at 4 p.m.

Melville Library Author Series

Operation Solomon: The Daring Rescue of Ethiopian Jews

Program featuring faculty author Stephen Spector, Professor and Chairperson, Department of English

Location: Javits Room, Melville Library, second floor.

Program: "Operation Solomon" was one of the most remarkable rescue efforts in modern history, in which more than 14,000 Ethiopian Jews were airlifted to Israel in little more than a day. Stephen Spector offers the definitive account of this incredible story, based on over 200 interviews and exclusive access to confidential documents. Recounting the full story for the first time, Operation Solomon is a stirring account of a heroic rescue achieved in the face of daunting odds.

Gisele Schierhorst: (Music)

Our new Audio Technician, John Amrhein, began on February 22. Already he has received many requests from the Music Department faculty for digitizing and course reserves. He is also the full-time staff member on Sundays. John has received training in using the Audio Center equipment from Andrew Johnson of IC and former Audio Tech Anthony Bozzanca. Lynn Toscano, John Andrus and I are providing training in the areas of cataloging, ordering new acquisitions and cataloging.

Hélène Volat: (Reference)

Video collection is moving to the 3rd floor. Faculty members using course reserve have been informed by e-mail of the move and assured that there

would not be any interruption of service.

Av/book drop is still being discussed. Since the CRR will no longer circulate any material, it is best not to return videos/DVDs at that location.

Publicity committee has been asked to issue posters advertising the move.

Printing

Mickey gave a training session on Pharos to all members of the Reference team on Monday. Paper will be delivered at the reference desk by IS. Janet and Godlind revised the instruction sheets, which have then been posted at each terminal station.

CRR

Weeding is progressing slowly but surely. Plans for the reconfiguration of the room is under way. Cynthia has offered her expertise with AutoCAD Computer Aided Design).

David Weiner: (Circulation)

1. The following are changes as a result of the move of AV to the third floor during the Spring Break:

The old Gift Room in Core East has been converted to the E-Reserves Scanning Room.

The old Reserve Reprint Backlog Room (Electrical Closet) in Core West is now the Gift Room (for storage of books, records, etc. for the book sale shelves).

The Document Delivery Room will be converted to accept the Viewing Stations for AV Course Reserve videos/DVDs. We will be emptying one of the AV viewing rooms (closest to Core Elevator) and setting up stations in the new room, prior to the break. We will also be moving up all of the videos/DVDs that are on course reserve and shelving them in the Cage area on the Friday before the break, to assure access by students who may need to view material from 4/2 on.

The New Book shelves will be used to house the video/DVD collection, along with new shelving and the first two ranges in Core West.

New shelving (removed from the old Gift Room) will be added to an area in Core East along the wall, for the New Books, although we will have less shelving than before.

2. During the break (April 2-6), Liberty Movers will dismantle shelving in CRR and pack up the videos and DVD's to be moved up to the 3rd floor. The shelving from CRR will be set up along the wall adjacent to the current New Book shelving. We've already shifted books in Core West to free up space for the video/DVD collection. Jeanne and many of the student workers from CRR will move or be assigned to work at our new Book Return/AV Desk. Jeanne will continue to manage all aspects of the collection, as she does now. Alan Cellini will transfer down to the CRR for the 4-8 PM shift.

3. Continental Copiers (CC) delivered three more copiers on Thursday, March 8th. That brings the total copiers set up by CC to six, out of twelve agreed upon in the contract. Unfortunately, the contract has still not been approved and is currently in Albany for the Attorney General's approval. Then it has to go to the State Comptrollers Office for final approval. So, these copiers are generously being loaned to us by CC. When the contract is approved, they will deliver and set up the remaining copiers for the Branch Libraries. Ken and Elba will, then, no longer be responsible for emptying the coin boxes, counting the change, etc. CC will be handling that. We will be responsible for supplying paper.

4. The Autoloader machine was set up in the CRR. This machine will allow students to add money on their ID cards, for vending purposes, printing in NRR and CRR, and laundry, but not for Meal Plans. Patrons could also purchase a card from the machine for \$1.00 and add money to it. In time, these cards will be used make copies from the new copiers as well (when our new copiers arrive and are fully functioning).

5. A change in procedure started on Monday, March 5th, whereby the Evening Supervisors will now assign tasks to all evening student workers in Main Circ.

6. Thanks to our student workers who shifted 1,465 shelves in Core West, during the last three weeks, in order to make shelving space available for AV. Great job!

7. Ken reported a problem with Bursar applying the same financial block code that we currently use, for HSC borrowers. This is causing confusion since Bursar is contacting Ken with these problems, when in fact they should be contacting

staff in the HSC Library. We have asked Phil Doesschate to look into this issue. HSC needs to have their own financial block code applied.

8. Regular Reserve: 135 submissions; E-Reserves: 90 submissions.

Charlie Bowman: (DoIT Client Support)

Phil Doesschate: (DoIT Information Systems)

Graham Glynn: (Teaching, Learning and Technology)

Ken Doyle: (UUP Representative – No Report)