

University Libraries
Dean's Advisory Council
July 13, 2017

Present: Bob Kett, Bill Cook, Greg Phelps, Michael Lorenzen, Chuck Malone, Jeff Matlak, Lora Adcock, Sean Cordes, Tom Finley, and Jason Kubis.

Round Robin:

Michael – The President and Provost will again be holding Town Hall meetings this fall with each of the colleges. Jeff Hancks has requested that his staff in the School of Distance Learning, International Studies and Outreach be allowed to attend the Libraries' session. Everyone was fine with this. Even though there is a state budget, the university still needs to make some hard decisions to make sure we have funds set aside in case this happens again. He will be working with Krista to reduce hours at the Reference Desk. In addition, we will need to change instruction and liaison duties. He is still waiting to hear if we will be able to fill the Library Assistant position in Access Services. If not, we will need to reduce our building hours even more.

Tom – They have completed inventory and are working on building their collection. They are seeing the usual summer traffic.

Jason – The change from Iliad to TIPASA is going slow. It is up and running, but requests may be delayed due to the large backlog of requests for Jennifer to process. Their students have been busy cleaning machines in the building as well as in the branches.

Sean – He will be working on a plan to cover the instruction sessions of the lost positions. He will also be looking at the instruction guides that were created by faculty no longer here. We may be able to move these to a generic account or ask the instructor for the course to take over ownership to make sure it stays updated.

Greg – They have been busy working with Chet's staff to get the TPASA system up and running. They are continuing with work on summer projects.

Bill – The Archives Facebook page has been live for a couple of months and has around 60 followers. Their students have been cleaning the first floor cold room and are finishing up with the sixth floor (including the cold room). They will soon begin working on the cage. They have a new HEPA vacuum. Students continue work on the Burl Ives scrapbook collections and a leather conservation project. Their new IRAD intern, Nick Piersee, is working out well. Bob is processing the Macomb Homes collection.

Lora – We learned that the building's air handlers are being turned off when the building closes. I have asked Chet to look at the data from our humidity monitors to determine whether this is creating more humidity in the building. We have received the same amount for our student budget this year and have asked the supervisors to let me know their needs for their units. Michael, Suzanne and I will be meeting with a representative from Metal Décor this afternoon to discuss our plans for creating a donor wall on the second floor. This display would be unveiled next fall as part of our 40th anniversary celebration.

Jeff – He is still processing journals. We are receiving fewer gifts due to the street closure. Weeding is on hold due to the reduced staff this summer. Michael mentioned that the PSL staff have completed their entire collection and are just waiting for faculty to review in the fall.

Chuck – He is doing a Illinois Legislative Research Workshop on Friday, from 1 PM to 2 PM, in the 3rd floor computer classroom. Linda has been working hard on the Eclipse that will be happening in August. She has created a guide for it with some helpful information. Michael suggested to the Provost that the university could purchase 10,000 pairs of Eclipse glasses and hand out to students during the opening weekend activities. He shared a comment that Linda received from a student at the SOAR fair regarding our student employment process.

Michael mentioned that the mold consultant confirmed that we are making good progress. She suggested cleaning our first floor storage area. She will be sending a written report soon. Jeff mentioned that the items we have been removing are things that no one has used in years and we haven't received any complaints.

Meeting adjourned at 9:15 am