

Minutes

SUNYLA Board/Council Meeting, September 22, 2000

Sherwood Inn, Skaneateles, NY

11 a.m. – 3 p.m.

In Attendance: Eileen O'Hara (Brockport), Cathy Reed (Oswego), Christine Root (Hudson Valley Community College), Kim Davies (Geneseo), Bill Drew (Morrisville), Jennifer Quigley (Brockport), Marianne Eimer (Fredonia), Jill Ortner (Buffalo), Ethyl Sheehy (Empire State), Elizabeth Gulacsy (Ceramics), Flora Nyland (ESF Syracuse), Mark A. Smith (Ceramics), Julie Wash (Monroe Community College), Gretchen Douglas (Cortland), Pete Barvoets (Schenectady County Community College), Jim Coan (Oneonta), Joyce Miller (Adirondack CC), Laura Cohen (Albany), Michael Epstein (Old Westbury), Fred Bauer (Utica/Rome), Ann Gunning (Nylink), Timothy Gatti (University at Albany), Karen Ferington (Niagara CCC), Katie Loomis (Fredonia), Ellen McCabe (Cortland), Bert Mulligan, Nancy Cannon

Meeting called to order at 11:05 a.m.

1. Approval of minutes for July meeting

After review, Bill Drew moved to approve the minutes. Flora Nyland seconded. Minutes approved by all present.

2. Announcements, correspondence, appointments

- Bill Drew announced an opening at Morrisville for a reference librarian

· Cathy Reed announced the opening of a webmaster's position at Oswego. She also announced that Sarah Davenport's last day was to be December 1 at the library

- Fred Bauer announced that a new librarian, Ron Foster was to start at their library in October
- Elizabeth Gulacsy announced that the position of Public Services/Reference at Alfred has been filled with a new librarian, who will start in January.
- The University at Albany is celebrating it's two millionth volume this year

· Gretchen Douglas announced that there will be several positions opening up in the near future—2 (instruction and computer applications instruction), plus two more shortly thereafter

- Julie Wash announced a search for a Damon City Campus librarian for Monroe Community College
- Julie Wash announced that Debby Emerson would be leaving SUNY to become Assistant Director of the Rochester Regional Library Council.
- Kim Davies announced that Geneseo recently filled three positions at the library—2 reference and one clerical
- Jim Coan announced that Oneonta's cataloger took a one-year leave of absence and they hired a temporary librarian at a one-year appointment.
- Joyce Miller announced that Adirondack Community College hired a part-time cataloger
- Bill Drew announced that the entire Morrisville campus now has wireless access for their laptop program.

3. Officer's Reports

3.1 President's Report

- Julie announced that the decision on the Distinguished Librarian rank was still under review

On September 13, 2000 Julie went to the Regents Legislative Public Policy Conference in Albany and had a chance to speak during the breakout session. The library legislation recommendation #8 asks for \$4.8M in 2002 for the "academic and research initiative". Julie doesn't have any idea how much money SUNY libraries will receive, however. She will distribute booklets at the next meeting from the Regents Commission on Libraries that will outline the funding recommendations.

- A reminder to those on the council that they should join the SUNYLAC LISTSERV as this list is used for issues just for the council. To join:

- Send an email to sunylac-request@slscaa.sysadm.suny.edu
- In the message field, type in *subscribe sunylac*

- ARIEL initiative. Julie will send a message to the SUNYLA list to see who is interested in getting information on the pros and cons of the ARIEL system
- UCITA (Uniform Computer Information Transactions Act). ALA will be offering an email workshop to inform librarians about this legislation.

SPARC (Scholarly Publications & Academic Resources Coalition). Julie announced this initiative and asked if we should get a speaker for this subject at next year's conference.

Conference Report. Julie handed out a sheet outlining the final report for the Conference committee for the 2000 SUNYLA conference. She suggested that to better cover the cost of the conference that the fees for next year's conference be raised.

Electronic Votes. The two electronic votes--one to endorse the SUNYConnect draft document from OLIS and the second to appoint representatives to the North American ALEPH Users Group were passed. Julie wishes to thank everyone who applied to the Users Group position.

Julie announced that the Conference on the Future of Reference Issues would take place in Rochester. For more information, see <http://www.dyc.edu/library99/acrl/site2000/home-fall.htm>. Two SUNY presenters will speak at the conference.

- Julie asked for an update on the Webliography project. Jim Coan stated that a newsletter article is forthcoming.

3.2 Report of the First Vice President/President Elect--Gretchen Douglas

Gretchen outlined the findings of her research into management training courses with the Association of Research Libraries Office of Leadership and Management Services (ARL/OLMS). ARL's public events are offered to anyone interesting in attending They are typically three days in length and range from \$300-\$800. See their website at <http://www.arl.org/training/index.htm>.

If SUNYLA wished to sponsor an event, billing would be reduced by 25% per person If held at an ARL library (Buffalo, Stony Brook, Albany) a member rate applies. Sponsored events can be customized, as needed.

- Online training is also available for \$175-\$350 per person. ARL member librarians get a member rate.

A discussion about this topic came about. B. Drew asked who the target audience of these courses was to be. He did not want directors, etc. to go to the courses.

M. Smith wanted to know if the courses were open to just the SUNYLA membership (consensus was membership only). B. Drew stated that should be limited to membership only and supplement cost. M. Smith suggested that SUNYLA should contact Carey Hatch and see if his office can help sponsor events. Julie Wash suggested that members of UUP could apply for UUP professional development grants.

- Gretchen stated that she would go to the SUNYLA list to ask for further input on this issue.

3.3 Second Vice President--Jennifer Quigley

Jennifer asked for input on the theme for the 2001 SUNYLA conference. The suggested theme was "Innovations in Libraries: Overcoming Obstacles". After a short discussion, it was suggested that "Innovation in Libraries: Meeting the Challenges" was better.

Jennifer announced that Buffalo State would host the 2002 conference.

The following people are on the committee for the 2001 conference:

Jennifer Quigley	Brockport
Donna Davidoff--Website	Buffalo State
Maureen Lindstrom--Website	Buffalo State
Kim Davies--Conference Sessions & Wednesday Night Event	Geneseo
Natalie Sommerville--Conference Program	Brockport
Barbara Greil	SUNY College of Technology
Matthew Sheehy--Preconference Workshops	Stony Brook
Will Prout--Publicity	University at Buffalo
Pam O'Sullivan--Conference Program	SUNY Student Resource Center
Michelle Eichelberger--Conference Sessions	Fingerlakes Community College
Sally Petty	Brockport
Paul Frisch--Preconference Workshops	SUNY Old Westbury
Nancy Williamson--Poster Sessions	Nassau Community College
Flora Nyland--Thursday Night Event	SUNY ESF

Jennifer was impressed on the people who volunteered for the conference due to the geographic distances needed to be traveled and the types of schools represented.

3.4 Secretary's Report--Katie Loomis

Katie will attempt to give every board member a plain text copy of the meeting minutes in their email within two weeks after each meeting

A draft copy of the minutes will also be forwarded to Laura Cohen for inclusion on the SUNYLA website.

3.5 Treasurer's Report--Hilary Sternberg

None

4.0 Committee Reports

4.1 Automation and Information Technology--Bill Drew

Bill announced that a SWOT analysis of the automation committee is underway.

Bill wishes that everyone on the Automation listserv would participate more actively in discussions on the list. He noted that several people dropped out of the committee because time constraints did not allow for them to actively participate in discussions.

A call was put out to investigate SUNYConnect sponsored databases for ADA compliance. At the point of the meeting every database had been covered except CarlUncover.

A copy of the Automation Committee's website on accessibility was passed out. The URL for the site is <http://www.morrisville.edu/library/sunyla/access.html>.

Bill wished to thank everyone who contributed links to the page.

Preliminary findings of a library webmaster survey were distributed. The purpose of the survey was to discover how SUNY Libraries are working to make their pages ADA compliant.

4.2 Library Instruction--Nancy Cannon

- Nancy announced a reorganization of the committee's structure into the following areas, with directors listed:
 - Information Literacy (Director: Deborah Bernnard): This group will add an information literacy component to the SUNYLA Library Instruction website
 - Distance Education (Director: Michael Matis): This group will poll SUNYLA to find a group of "experts" in distance education and create distance learning projects.
 - SUNYLA Library Instruction Committee Website (Director: Nancy Cannon; Webmaster: Bern Mulligan): This group will provide maintenance of the Library Instruction Website: <http://library.lib.binghamton.edu/sunyla/>

4.3 Membership Development--Kim Davies

- Kim announced that SUNYLA has 240 members as of September 21, with twenty new members having joined so far. We have not yet received any membership forms for Associate Membership however. The goal for the Membership Committee is 500 total members.
- The new committee has five members, including Heather Munger, Wil Prout, Adrienne Furness, Linda Whang, and Kadri Niider.
- Changes in Delegates:

Timothy Gatti	Albany
Geralynn Demarest	Columbia-Greene CC
Ellen McCabe	Cortland
Jane Verostek	SUNY ESF
Matthew Sheehy	Stony Brook

All but one campus is represented by a SUNYLA Delegate

- Kim requested \$300.00 for mailing, postage, etc. costs. Mark Smith moved to release the money. Gretchen Douglas seconded. Passed by a unanimous vote of all present.
- A discussion began about how to best recruit associate members. Kim had already sent information to various library schools in the state, but wanted to know if she should branch out to Canadian library schools. Bill Drew asked if the membership committee was branching out too far. After a short discussion it was decided to try library schools, statutory colleges and librarians within SUNY who are not currently members.
- Laura Cohen will add information about the associate membership to the SUNYLA website.

4.4 Professional Development Committee-- Carol Ann Germain

- The professional development committee currently has the following members:

Deborah Bernnard	Yolanda Holingsworth
Jerry Burke	Pat Keegan
Jeanne Eichelberger	Candace Merbler
Richie Fienberg	Eunice Roe
Carol Anne Germain	Tamm Sissac
Colleen Hailey	Jane Verostek
Alice Harrington	Nancy Williamson
Carla Hendrix	Natalie A. Rosillo (new member)
Ravil Veli (new member)	

- A budget request was made:
 - \$300 for Friend of SUNYLA award
 - \$1000 for Professional Development Grants
 - \$1500 for Sylvia Chu Scholarships

Laura Cohen made a motion for funding these projects. Bill Drew seconded. Passed unanimously by all present.

4.5 Personnel Policies--Jacquelyn Coughlan

- no report

4.6 Publications and Communications--Jim Coan and Eileen O'Hara

- Jim Coan announced that he had brought copies of the SUNYLA directory for delegate to take back to their members. He thanked Kim Davies for her work on the directory.
- Jim made a budget request for \$1600.00 to cover the costs of publishing the newsletter. Mark Smith seconded. Passed by a unanimous vote of all present.

4.7 Clearinghouse--Candace Merbler

- No report

4.8 Web Manager

- During the month of August, the main page of the SUNYLA website was visited 325 times. Pages with more than 100 hits included the conferences page, SUNY directory, and the list of libraries in SUNY. Board minutes, membership information and newsletters are also popular.
- Laura wished to know when was the best time to purchase the domain name sunyla.org. It was suggested to purchase this as soon as possible.

4.9 Ad-Hoc Committee on Advocacy and External Relations--Ellen Mancuso

- Ellen attached to her report a letter to be sent to the Board of Trustees. She asked if everyone could look at the letter and email her emancuso@monroecc.edu with comments.
- Julie Wash stated she will be trying to get on the Chancellor's agenda to speak to him about SUNYLA issues.

5. Liaison Reports

5.1 COA--Natalie Sturr

- Fall Business Meetings will be held in conjunction with the Wizard's Conference, Oct 17-19, in Syracuse.

The SUNY Technology Conference Planning Committee is considering moving next year's conference to a facility in the Catskills. If this takes place, the dates of the conference will be June 17-20.

Julie Wash will be posting information on the listserv for Natalie's position as COA liaison. While Natalie is willing to continue, she wishes to open the position to anyone who is interested.

5.2 FACT--Mark Smith

- Be on the lookout for a call for presentation/papers for the CIT2001: An Odyssey of Innovation. Announcements will come out sometime in October
- CIT2001 will be held May 29-31 at SUNY Geneseo. CIT2002 will be held May 28-30, 2002 at SUNY Oneonta.

FACT is developing a white paper describing the past ten years of technology growth, future challenges, and recommendations for the future use of instructional technology in SUNY.

SLN continues to have national recognition and viability. There is discussion of having campuses pay an enrollment-based SLN fee to develop a long-term financial plan.

- The provost is encouraging the development of on-line general education courses. Over 125 have been proposed so far.

5.3 SAC--Laura Cohen

- New officers for 2000-2001: Eleanor Heishman, Chair; Pam Peters, Vice Chair; Janet Potter, Secretary.
- The Ex Libris Hardware Platform will be SUN.

The Ex Libris pilot project is underway, with Fredonia coming up first (December 2000/January 2001). Buffalo, Stony Brook, Binghamton, Oswego and Tompkins Cortland CC by summer 2001.

- SAC reviewed an MOU that will be sent to the pilot campuses for signing.
- SAC approved the most recent version of the Five-Year Financial Plan.

New Staff at OLIS: Maureen Zachowski has been hired as a regular member of the OLIS staff and given the title SUNYConnect LMS Project Manager. Marguerite Horn has been hired as Implementation Librarian. Ads are out for two additional librarians to do training, an administrative assistant, and a systems person.

- SAC agreed on policies related to shared authorities and open access.

Questions about ADA accessibility in ALEPH were brought up. Ex Libris is looking into this issue. ALEPH's user interface is customizable by the individual library. They probably can make the pages accessible to a basic level.

- Marianne Eimer asked everyone to look at the Ex Libris site to see how other libraries are configuring their web OPAC.

Mark Smith asked if any new databases will be added to the SUNYConnect database list. A collection development committee is being created to look at new databases. No new ones will be added at this time, however.

5.4 UUP--David Kreh

· No report

5.6 NYLINK--Ann Gunning

- SUNY libraries saved nearly \$300,000 through the New York Statewide FirstSearch program for the subscription year beginning July 1, 2000.
- Migration to the New FirstSearch interface was completed on August 20, 2000. NYLINK continues to offer training sessions on the use of new FirstSearch.
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- CORC (Cooperative Online Resource Catalog) was released by OCLC in July. It facilitates the cataloging of Internet resources and the pathfinders/bibliographies.
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- The Second Annual NYLINK Information Showcase will be held September 26, 2000 at Madison Square Garden in NYC. Vendors include Academic Docutec, EBSCO, McGraw Hill, etc.

5.7 OLIS--John Schumacher

- Ms. Marguerite Horn began working for SUNY OLIS on August 17, 2000. Maggie will be working with SUNY libraries as they migrate to the *SUNYConnect* LMS. Most recently, Maggie was Head of Cataloging at the University at Albany. Also on that date, Maureen Zajkowski began as a full-time, official member of SUNY OLIS.

SUNY OLIS is looking to fill four more positions: an Administrative Assistant, a Systems Manager and two Librarian/Trainers. Please see <http://www.sysadm.suny.edu/employment/lib1.htm>
<http://www.sysadm.suny.edu/employment/lib2.htm>

- A new SUNY OLIS publication debuted on September 15, 2000. Please see below.
- SUNY OLIS would like to thank SUNYLA for their endorsement of the *SUNYConnect* brochure. The SUNY Council of Library Directors has also endorsed the contents of that brochure.
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On August 1, 2000 Provost Salins announced several organizational changes, some of which effect the Advanced Learning and Information Services (ALIS) unit of which OLIS is a part. The reorganization includes moving Nylink and the New York Network to Vice Provost Richard Steiner's area. Also created is a new Office of Finance and Administration within the Office of the Provost. This includes Sharon Gallagher, Maryann Corsetti and Penny Wilson. ALIS now consists of OLIS, SUNYNet, the Training Center, ITEC and Learning Environments (including SLN). Be assured that the OLIS' strong cooperative working relationships with Nylink and the members of the new Office of Finance and Administration will not be altered by these changes. (Sent to SCLD-L by Assistant Provost Carey Hatch on August 18, 2000.)

- The *SUNYConnect* library management system vendor has been chosen. That software system is the ALEPH 500 LMS from Ex Libris.
- The SUNY--Ex Libris contract is in the final stages of New York State approval.
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Sun has been selected as the *SUNYConnect* LMS hardware. Specifications for production servers are being developed. Test/data conversion servers are to be ordered soon.

- Initial implementers of the *SUNYConnect* LMS have been selected. They are the Binghamton, Buffalo and Stony Brook university centers, Fredonia, Oswego and Tompkins Cortland Community College. Buffalo will "host" Fredonia; Oswego will "host" TCCC. The first meeting of this group with SUNY OLIS occurred August 3, 2000.
- The pilot sites have received copies of Ex Libris documentation and client software.
- The Memorandum of Understanding for the pilot sites' participation has been finalized.
- The document will be sent to those library directors when the contract is approved.
- A question & answer document derived from Ex Libris software demonstrations is available via the *SUNYConnect* web site.

- SUNY OLIS, Ex Libris and members of the ALEPH Configuration Team met August 17, 2000. A model for SUNYConnect-wide authority control was proposed.
- The SUNYConnect Advisory Council (S.A.C.) has established policies regarding shared authority control and patron initiated borrowing.
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- The SUNY representatives on the North American ALEPH Users' Group Enhancements Committees are Jim Coan of Oneonta (Serials) and Cynthia Powers of Nassau (Cataloging/Authorities).
- SUNY OLIS is constructing a web-based survey to poll SUNY libraries regarding their use of the SUNYConnect databases.
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- An informal review of SUNY library web pages indicates that approximately 22 institutions are using the EZproxy software to enable remote access to databases. EZproxy is available, via a university-wide license, to any SUNY institution at no charge.
- SUNY OLIS has received the endorsement of SUNYLA and the SUNY Council of Library Directors regarding the contents of a SUNYConnect brochure. The brochure and an informational videotape will be used for SUNYConnect advocacy.

ADDITIONAL READING / RESOURCES

- The SUNYConnect web site address is <http://www.sunyconnect.suny.edu/>
- The updated SUNYConnect Financial Plan is available -- <http://www.sunyconnect.suny.edu/scfinance.htm>
- Q&A document -- <http://www.sunyconnect.suny.edu/lmsfaq.htm>
- SUNYConnect policies are found at <http://www.sunyconnect.suny.edu/sacpol.htm>
- Ex Libris USA's web -- <http://www.exlibris-usa.com>
- Information about the North American ALEPH Users' Group is available at <http://www.nd.edu/~specproj/aleph/naaug.html>

WORTH REPEATING...

"In addition to enhancing and improving traditional library services, SUNYConnect allows us to harness the collective resources of all libraries across SUNY and provide cost-efficient delivery and access to new, powerful information tools through SUNY-wide licensing agreements to quality electronic/Internet information resources."

SUNYLA letter of welcome to SUNY Chancellor Robert King

CALENDAR

- Sept. 18; meeting with Ex Libris, SUNY OLIS and Binghamton, Buffalo, Fredonia -- Buffalo
- Sept. 18; NYCoLC meeting -- Albany
- Sept. 19; meeting with Ex Libris, SUNY OLIS and Oswego, Tompkins-Cortland -- Syracuse
- Sept. 22; meeting with Ex Libris, SUNY OLIS and Stony Brook -- Stony Brook
- Sept. 27; SUNYConnect Advisory Council meeting -- Utica

6. New Business

- 6.1 Ariel Survey--discussed earlier
- 6.2 Election of category representative to replace Barbara Walton

Delegates from the community colleges met briefly to discuss who would be category representative. Karen Ferington was voted into the position.