

Minutes
SUNYLA Executive Board Meeting
June 6, 2001
Corning Community College
Corning, NY

Present:

Mark Smith (SUNY Ceramics), Joyce Miller (Adirondack CC), Laura Cohen (University at Albany), Candace Merbler (University at Albany), Carol Anne Germain (University at Albany), Elizabeth Gulacsy (SUNY Ceramics), Jane Verostek (SUNY ESF), Jeannette Smithee (CLRC -- 3 R's), Hilary Sternberg (Buffalo State College), Jennifer Quigley (Brockport), Ellen McCabe (Cortland), Jeanne Galbraith (Stony Brook Health Sciences), Shawn Malecki (FLCC), Karen Ferington (Niagara CCC), Alice Harrington (Monroe CC), Matthew Sheehy (Stony Brook), Holly Chambers (Potsdam), Jim Coan (Oneonta), Nancy Cannon (Oneonta), Marianne Eimer (Fredonia), Ophelia Morey (University at Buffalo), Natalie Sturr (Oswego), Michelle Toth (Plattsburgh), Kerrie Fergen (Fredonia), Kathleen Loomis (Fredonia), Timothy Gatti (University at Albany), Kathy Gundrum (NYLINK), Barbara Greil (College of Technology at Alfred), Nancy Giardino (Buffalo State), John Schumacher (OLIS), Flora Nyland (ESF Syracuse)

The meeting was called to order at 4:32 p.m.

1. Approval of Minutes

Marianne Eimer motioned to approve the draft minutes of the March 30, 2001 meeting. Karen Ferington seconded. The vote was passed unanimously by all present.

2. Announcements, correspondence, appointments

- Ellen McCabe announced that there were new librarians at Cortland -- Mark Feldman (Systems), Lorraine Melita (access services), & Karen Coombs (web master)
- Brockport hired a new circulation librarian -- Jenny Baker -- who will start July 1
- John Schumacher announced that OLIS is hiring for a trainer for local library systems
- Marianne Eimer announced that Fredonia hired two new librarians -- Kerrie Fergen & Rich Loomis
- Holly Chambers announced that there is a new Crane Music Librarian at Potsdam -- Ed Komara.
- Holly Chambers (with the help of John Schumacher) announced that Marianne Hebert, formerly at Purchase, starts August 1st at Potsdam as the new Automation Librarian

3. Officer's Reports

3.1 President -- Gretchen Douglas

President's Statement:

It's a real pleasure for me to write this year-end report. This has been a busy, fruitful year for SUNY and SUNYLA. SUNYConnect is on its way and SUNYLA is helping librarians network and learn as we move through this exciting (and maybe nerve-racking) transition. The real strength of this organization is in the way we 'work together.. This conference highlights not only our innovations, but also our collaborations.

Here are, some of the accomplishments of the organization over the past year.

Partnership with. OLIS:

SUNYLA has assisted OLIS (the SUNY Office of Library and Information Services) in reviewing volunteers for three OLIS LMS Working Groups. The members of the first group, the Data Management Working Group, were announced in March by Maggie Horn. The second group of applications for the Access Management Working Group was sent to OLIS for review in April. A call for applications for the third group, the Systems Management Working Group will be made in the near future. SUNYLA's role has been to issue a call for Applications on the SUNYLA listserv. The, SUNYLA Executive Board then reviews the applications and sends the results to OLIS who makes the final determination. A special thanks to Julie Wash and Jill Ortner who volunteered to spearhead the review process. Katie Loomis will chair the, Systems Management review process,

SUNYLA Web Site:

The organization moved to a new domain name this year - www.sunyla.org. In addition a searching capability was added which made the site easier to use. The Automation & Information Technology, Instruction, Membership Development and Professional Development committees continue to expand the information offered on their web pages. A big thank you to

Laura Cohen, our web manager, for her work on our site.

Aleph Users Group for SUNY:

In the early 1990s SUNYLA played a leading role in the formation of the MultiLis Users Group. At its March meeting the Executive Board voted to take an active leadership role in the development of an Aleph Users Group for SUNY. The group will share information related to Aleph among SUNY sites, determine the SUNY representative to NAAUG (the North American Aleph Users Group) and help determine potential SUNY members to NAUUG committees.

Management Training:

This year as 1st

Vice President I started researching the possibility of management training for SUNY librarians. As many of our colleagues retire, leadership positions are falling to those who may have an interest in stepping into those positions, but have no idea of what that entails. An ad hoc committee looked into various options. The membership was asked on the SUNYLA listserv about their interest in the endeavor to provide or facilitate training. Hopefully we'll have an announcement in the near future about final plans for management training for SUNY librarians.

ARIEL initiative:

A focus group was started to see how ARIEL is used in SUNY. A listserv was started to discuss this issue.

Correspondence and Advocacy:

Ellen Mancuso, acting as Ad Hoc Chair of the SUNYLA Advocacy Committee, and Julie Wash, President of SUNYLA, sent out letters to all SUNY campus presidents asking for their support for SUNYConnect.

In December, Julie Wash wrote letters to Meredith Butler and Felix Wu at the University at-Albany, thanking them for their role in supporting the SUNYLA web pages.

On September 13, 2000 Julie Wash went to the Regents Legislative Public Policy Conference in Albany and had a chance to speak during the breakout session.

Distinguished Librarian:

In 1995 the SUNY Board of Trustees created the rank of Distinguished Librarian. A SUNYLA committee was instrumental in developing a proposal for the rank. Ginette Chambers of the Systems Administration Board, a Friend of SUNYLA recipient this year, kept the proposal alive through the three years it took for the Board of Trustees approval. This year Meredith Butler of the- University of Albany was named the state's first Distinguished, Librarian!

New Liaisons and Chairs:

Fred, Bauer of SUNY Utica/Rome has been voted SUNYLA Personnel Policies Chair.

Laura Cohen from Albany was named the liaison to SUNYConnect Advisory Council (SAC).

Kathleen Delaney of the University of Buffalo Archives has been voted SUNYLA Archivist.

Carla Hendrix from Plattsburgh was named the four-year arts and sciences representative to SliCAT.

John Schumacher from OLIS was named the liaison to the United University Professions, (UUP)

Natalie Sturr from Oswego was named the liaison to the Computing Officers Association (COA).

Thank you:

I have a lot of people to thank. I would like to extend my thanks to Julie Wash who was SUNYLA president for most of the year. The accomplishments of the organization are mainly a result of her dedication to SUNYLA. Also, thanks to Past President Mark Smith who was a never-ending source, of answers and good advice. In addition I would like to extend my sincere thanks to the SUNYLA Officers and Committee Chairs/Liaisons who work tirelessly for the organization. They have made my transition from Vice President to President much easier. I look forward, to working with the newly elected officers, Marianne Eimer, Natalie Sommerville and Elizabeth Gulacsy and with returning Secretary Katie Loomis in the coming year.

Addendum to President's Report
Gretchen Douglas

June 6, 2001

NYLA Membership:

I have received the SUNYLA membership for NYLA (New York Library Association). The NYLA conference is October 17-20 in Albany. The membership meeting is Friday, October 19th from 5:30-6:30. SUNYLA may want to consider sending someone to that meeting or the entire conference.

SCLD:

Mark Smith and I attended the SCLD (SUNY COUNCIL of Library Directors) conference at the Sagamore, April 18-20. I found it an educational experience. Highlights included an address from Provost Salins, a session on assessment, and a presentation on intellectual property and copyright. A topic that permeated the conference was partnerships within SUNY and between SUNY and private institutions.

Management Training Survey:

I posed a question on the SUNYLA listserv about who would be interested in attending management training classes. I received 20 responses. Eleven people stated they would be interested in attending training. Some suggested applying for grants to help with the funding, or looking into graduate certificate programs through Empire College.

A discussion about the possibility of SUNYLA offering a management class as a preconference workshop for next year's conference was proposed. Marianne Eimer thought that perhaps SUNYLA could have a professor at one of the SUNY schools offer the class.

Hilary Sternberg stated that there is not enough money in the SUNYLA budget for the organization to pay for the NYLINK conference (at \$8000 - \$10,000), which was originally proposed at the March meeting, but that the idea of a preconference would be a good one.

Gretchen asked if anyone would like to look into avenues SUNYLA can take to make the preconference management workshop a reality. Matthew Sheehy volunteered to look into this.

3.2 First Vice President—None

3.3 Second Vice President -- Jennifer Quigley

The 2000/2001 year has revolved around planning for the annual conference with the theme of *Innovations in Libraries*.

As Conference Chair, I was fortunate to have two wonderful committees to work with. Members of the Program Planning Committee came from SUNY institutions throughout the state. The group gathered for two in-person meetings, one in September 2000 at Brockport and one in February 2001 in Coming. At the initial meeting in September, each Program Planning Committee member agreed to be responsible for a specific part of the planning process. The second meeting was a joint meeting of the Program Planning Committee and the Local Arrangements Committee and allowed everyone to tour the Coming facilities and see the various locations where conference events would be taking place. The majority of the conference planning activities took place via e-mail. I would like to take this opportunity to thank the Program Planning Committee members for all their hard work in making sure this conference is a success.

Program Planning Committee

-	Donna Davidoff	Web Site Coordinator
	Kimberly Davies	Conference Sessions
	Michelle Eichelberger	Conference Sessions
	Barbara Greil	Vendor Donations
	Maureen Lindstrom	Web Site Coordinator
	Flora Nyland	Thursday Night Event
	Pam O'Sullivan	Conference Program
	Wil Prout	Publicity

Matthew Sheehy
Natalie Sommerville
Nancy Williamson

Preconference Workshops
Conference Program
Poster Sessions

I also want to recognize the Local Arrangements Committee for their hard work in making sure the conference was planned to perfection.

Local Arrangements Committee

Cindy Maier, co-chair
Alexis Manheim., co-chair
Barbara Hornick-Lockard
Susan Gloss

The Conference Plan

When we initially started planning the conference, we wanted to make sure that the theme we came up with would allow for as many different presentations as possible. We feel we succeeded in that, because innovations can happen in any part of the library. Another way we know we succeeded is because of the number of excellent presentations that were submitted to the committee. It was unfortunate that we could not accommodate everyone, but there was simply not enough room in the schedule.

Scheduling

Because we had so many excellent presentations submitted this year and based on evaluation comments in the past, this year we have two time slots available to presenters. There is the traditional 90-minute session and now the shorter 45-minute session. I hope to get feedback on this new format to see if it should be continued at future SUNYLA conferences. We are also experimenting with running the two time slots concurrently on Thursday afternoon.

Entertainment

When it came time to discuss the entertainment portion of the conference, both committees had excellent ideas. We were thrilled to be able to use the Coming Museum of Glass for our Thursday dinner and are grateful to the Days Inn for providing a room for the band as the after dinner entertainment. I am also grateful to Wil Prout and Kim Davies for the work on the wine tasting on Wednesday night. I know how much wine had to be consumed to make sure we were providing our members with the very best.

Budget

The conference is planning to be close to budget this year and the final figures will be available in my report for the June board meeting.

3.4 Secretary's Report -- Katie Loomis

This Year's Elections:

The votes have been tallied for this year's elections to the SUNYLA Executive Board. A summary of the results is listed below:

There were 347 total ballots sent out to members who had paid their dues as of April 2, 2001. The ballots were mailed April 6, 2001. The deadline for the elections was May 4, 2001.

Included in the ballot packet: A ballot, a small envelope to place the ballot in, a larger return envelope with my address on it and instructions for completing the ballot.

218 ballots were returned. 129 were not returned.

A check of the box next to the candidates' name indicated approval of the candidate.

Marianne Eimer (First Vice President/President Elect):

- a.. 216 approved
- b.. 2 disapproved

Natalie Sommerville (Second Vice President/Program Chair):

- a.. 217 approved
- b.. 1 disapproved

Elizabeth Gulacsy (Treasurer)

- a.. 215 approved
- b.. 3 disapproved

I would also like to ask

if it is possible to have executive board members email me a copy of their individual reports. This would greatly reduce the amount of work I have to do in order to create the minutes for the meeting (I currently scan the documents I collect at the meeting into Microsoft Word). It would also make it easier for future SUNYLA secretaries to create meeting minutes.

3.5 Treasurer's Report -- Hilary Sternberg

Subcategory

INCOME

Membership 5,332.50

TOTAL INCOME 5,332.50

EXPENSES

Clearinghouse 32.10

Conference 00 282.98

Conference 01 2,000.00

Contribution/Ad 500.00

Friends Award 206.00

Meeting expenses 1,391.63

Membership Committee

Membership Committee - Unassigned 227.17

Total Membership Committee 227.17

Misc. 250.00

Postage 199.90

Prot Dev. Grant 200.00

Publications Committee 1,625.86

Scholarship 883.55

SCOLD Conference 748.00

Travel 747.73

9,294.92

TOTAL EXPENSES

-

INCOME LESS EXPENSES (3,962.42)

-

Net Worth
As of 5/29/2001

<u>ASSETS</u>	<u>Total</u>
Bank and Cash Accounts	8,586.09
TOTAL ASSETS	<u>8,586.09</u>
NET WORTH	<u>8,586.09</u>

Hilary requested a sum of \$400.00 for an audit on the treasurer's books (which is required in the bylaws at the end of the treasurer's term). Mark Smith motioned to release the funds. Holly Chambers seconded. The vote was passed unanimously by all present.

4. Committee Reports

4.1 Automation & Information Technology -- Bill Drew

The official charge of the Automation and Information Technologies Committee:

"The Automation and Information Technology Committee shall serve as a focus for the exchange of information about automation and information technology; increase understanding of its impact upon library personnel and service to users; seek to increase the cooperation among SUNY libraries, computer centers, and other information-based units in the development/acquisition of university information systems; and establish liaison on automation and information technology with other SUNY professional organizations as appropriate."

Web Site: <http://www.morrisville.edu/library/sunyla/>

The automation committee has been busy with evaluating and recommending new members for SLiCat. Nine people submitted their names. A ballot was put together asking the committee to rank the candidates from 9 to 1 with 9 being the highest rated. Four candidates were submitted to OLIS.

This past year the committee explored how well databases used by the SUNY libraries comply with Level 1 standards put out by the World Wide Web Consortium. Bobby was used to check compliance. Each website was checked for a statement on access or compliance. Details are available via the committee website at:

<http://www.morrisville.edu/library/sunyla/dbw3c.htm>

Here are our conclusions in brief:

Accuweather AP Photo Archive (Dave Ritchie):BOBBY found Priority 1 Accessibility errors and Browser Compatibility Errors for the main page. The images do not have alternate titles. No policy found on the site. Accuweather has been contacted.

Dialog@CARL (Michael Matis):Could not check using Bobby because of opening page. Did visual check using standards. Complies with Level 1. Works slow in Lynx. Contacted Dialog@CARL. No response.

GALE products

(Kate Majewski): Policy statements were not made available on any of Gale's product pages. In response to an e-mail query, Nancy Harris of Gale Group replies (10/6/00):

"Our InfoTrac products are currently ADA complaint. I have provided our platform people with the requirements and I'm been told that all Gale products will be ADA complaint by SUNY's requirements."

- A. InfoTrac Web (Expanded Academic and Health Reference Center): Level 1 compliance okay.
- B. Encyclopedia of Associations and Literature Resource Center: needs to provide alt tags for images for Level 1.

OCLC FirstSearch (Chris Hebblewaite): FirstSearch meets Level 1 compliance but does not have a policy posted. Still waiting for a response beyond their generic response to e-mail queries.

Conclusions: Not a priority with vendors. Most comply at the minimal level but do not appear to understand the issue.

4.2 Library Instruction -- Nancy Cannon

Charge to the Library Instruction Committee (from the SUNYLA bylaws):

"The Library Instruction Committee shall promote library user instruction at SUNY libraries and the exchange of information about library instruction; support the development, coordination, and assessment of library instruction programs; and recommend programs for professional development in library instruction "

The SUNYLA Library Instruction Committee currently has 25 members representing 18 SUNY institutions. Current members are: Eric Acree (University at Buffalo); Mary Andolina (Fulton-Montgomery Community College); Deborah Bernnard (University at Albany), Sue Ann Butwell (Geneseo); Laura Cohen (University at Albany); Kimberly S. Davies (Geneseo); Gretchen Douglas (Cortland); Elizabeth Fulwell (Niagara County Community College); Holly Heller-Ross (Plattsburgh); Janet Hogan (Binghamton); Barbara Kobritz (TompkinsCortland Community College); Maureen Lindstrom (Buffalo); Bob Matthews (Hudson Valley Community College); Alice Harrington (Monroe Community College); Deborah LaFond (Albany); Michael Matis (University at Albany); Bern Mulligan (Binghamton); Heather Munger (University at Buffalo); Barbara Petruzelli (New Paltz); Nan Pollot (Geneseo); Amy Rockwell (College at Buffalo); Karen Shockey (Oswego); Prue Stelling (Binghamton); Angela Weiler (Morrisville)

The SUNYLA Library Instruction Committee continues to update and maintain the SUNYLA Library Instruction Committee web site at: <http://library.lib.binghamton.edu/sunyla/ton>. Section titles are:

Annotated Bibliography on the Evaluation of Library Instruction; Library Instruction Web Pages for Users--SUNY; Subject-Specific Instruction Web Pages--SUNY; Instruction-Related Listservs, Libraries and Distance Education; Annotated Bibliography of Full-Text Web-Based Articles Relating to Library Instruction; Library Instruction Web Pages for Users--Beyond SUNY, Library Courses for Credit-SUNY and Beyond; Curriculum Relevant to the SCLD Information Literacy Initiative.

In an effort to provide more opportunities for individuals with limited time to participate on this committee, we will be holding email discussions on our Instruction Committee listserv SUNYLI-L@listserv.albany.edu maintained by Laura Cohen at the University at Albany, several times during the year on topics of interest to instruction librarians. The topics will be announced beforehand on the SUNYLA listserv. You do not need to be a member of the Library Instruction Committee to participate. We also may explore the use of AOL IM for real-time discussions. If anyone is interested in moderating an email discussion or has a topic they would like to discuss, please contact Nancy Cannon, cannonns@oneonta.edu, 607-436-2160.

4.3 Membership Development -- Kim Davies

Membership: As of May 29, there are 384 SUNYLA members, 59 of which are firsttimers. Unfortunately, the Membership Development Committee did not reach their goal of 500 members overall, with 75 new members joining. Those goals were probably a little too ambitious for a first-time chair and new participants on the Membership Committee. We did, however, recruit 4 associate members this year and hope that this number, as well as the others, will increase next year. More publicity to library schools and SUNY library retirees may help increase the numbers, as will greater contact with campuses who did not have SUNYLA members represented this year. In the past, a survey has been discussed to poll SUNYLA members and non-renewing members on the services that SUNYLA can provide to increase membership. This is again a possibility, although maybe not in the upcoming membership year.

Accomplishments:

- Created new SUNYLA business cards to be printed on an "as needed" basis
- Created a web page for the Membership Development Committee
- Revised membership forms for 2001-2002
- Revised membership brochures
- Maintained the membership database Contacted library schools around the state advertising our associate membership category

· Coordinated a Membership Wine Tasting to be held on Wednesday, June 6 from 5:30-7

Wine Tasting Event: This year the Membership Development Committee will be hosting a special wine tasting at the annual conference to bring new and renewing members together. There are four wineries in the Finger Lakes region (Fulkerson's, Glenora, Cascata, and Arcadian) that have agreed to send representatives to the SUNYLA Conference to share their wines with us. A special thanks goes to committee member, Wil Prout, for contacting the vineyards and arranging for the donations. He has really taken on this project with great enthusiasm and dedication. Hors d'oeuvres will be served at the wine tasting and a complimentary membership dinner will follow. Two planetarium showings will be the highlight of Wednesday night's after-dinner events.

4.4 Professional Development -- Carol Anne Germain

Sylvia Chu Scholarships: Once again, the Executive Board and Council provided generously to support these scholarships. The Sylvia Chu Scholarship Subcommittee happily awarded funding to twelve recipients who will attend this year's SUNYLA Conference. Winners will be introduced at the Annual Meeting on Thursday. The feedback regarding these scholarships is very, very positive! Jane Verostek collected comments from last year's winners and wrote up an article for the January newsletter. These scholarships are **extremely helpful to new SUNY librarians**. Let's keep sponsoring them! The subcommittee will review scholarship criteria this summer.

Friend(s) of SUNYLA This year, our subcommittee received numerous nominations for the Friend of SUNYLA Award. Once again, the Executive Board generously chose to sponsor more than one award. Ginette P. Chambers, Director of Faculty Awards and Development, State University of New York, and Natalie Sturr, Systems Librarian at SUNY Oswego, are this year's winners. Ginette is recognized for her central role in the establishment of "Distinguished Librarian" of SUNY, as well as her long-term support and contributions to the SUNY Chancellor's Award for Excellence in Librarianship. Ms. Sturr's tenacity and continuous leadership on critical SUNY-wide library automation projects is extremely noteworthy just the number of SUNY committees she has served on is remarkable. And the work she has done with these is phenomenal! The committee was delighted with having so many nominations. Extra effort had been put into promoting the award through letters, email messages, SUNYLA-I and a newsletter article, the newsletter.

Continuing Education Workshop The chair and Suzanne Irving will present a pre-conference workshop at the Annual Conference. "Getting Tenure: Making the Most Out of What You Do!" is a three hour workshop that will provide tips and guidance for those working towards tenure/promotion. This is the second committee-sponsored program to be offered at a SUNYLA Annual Conference. Though registration for this session is low, this may be a program that could be brought to the 3Rs and address our goals for more regional involvement.

Professional Development Grants There have been no applications for the most recent round. The subcommittee encourages SUNYLA members to explore using this grant as a way to fund professional development activities. More information may be found on the Web site <http://www.Albany.edu/~puertas/sunyla2.htm>. Yolanda Hollingsworth is working on an online form which may promote more applications. Two of our Sylvia Chu winners have volunteered to coordinate a PR campaign to promote this program. We hope these efforts will bring in more applications.

Professional Development Webpage The webpage has been recently updated and all links are active. The webpage can be found at <http://www.Albany.edu/~puertas/sunyla.htm>

This year, the membership of the Professional Development Committee has remained stable. We have two new members in addition to fifteen members who have been active. All members have taken a role in the activities we sponsor. Members have promoted our awards and scholarships, maintained our webpage, toiled over scholarship equity and much, much, much more. They have been active, eager and a pleasure to work with. This couldn't work without them and I thank them all!

4.5 Personnel Policies -- Fred Bauer

WEB Site for Personnel Policies Committee

A WEB site for the SUNYLA Personnel Policies Committee has been developed and will be hosted by the SUNY Institute of Technology at Utica/Rome. Information will be provided to Laura Cohen so that she can create a link to this site from the SUNYLA home page. At present the content is limited to:

- Responsibilities of the Personnel Policies Committee
- Personnel Policies Committee Reports to the SUNYLA Executive Board
- Blank Form for the SUNYLA Exit Survey

Intentions are to make blank SUNYLA Salary Survey forms available at the Web site. The Chair has been busy preparing such forms for the upcoming Salary Survey to take place in Spring 2002 (see Committee Report for 3/30/2001 for details on conducting the next SUNYLA Salary Survey).

Special appreciation is extended to Crystal Pogorzelski, Library Systems Administrator for SUNY Institute of Technology at Utica/Rome, for her assistance in getting this Web site up and running as well as to Laura Cohen for her assistance in making it available from the SUNYLA Web site.

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

No report

4.7 Clearinghouse -- Candace Merbler

Meeting of March 30, 2001

First of all, please accept my apologies for not being with you today as a result of another family commitment.

The SUNYLA Clearinghouse continues to experience a lack of activity, with the last contributions being collected at the June 2000 Conference. There have been no loans to date for the current report year.

Items currently in the Clearinghouse collection, which are available for loan, are listed on a link under "SUNYLA Services" on the SUNYLA Webpage:

<http://www.albany.edu/clearinghouse.html>

With most documents being available through the World Wide Web, it would be suggested that the Clearinghouse adapt a policy to allow the electronic submission of materials into the Clearinghouse collection (which would be available directly from the Clearinghouse web page), in addition to accepting printed documents (which would only be available for loan by contacting the Clearinghouse Coordinator). Individuals wishing to have their documents linked to the Web page would submit their documents in electronic format, and the Clearinghouse Coordinator would be responsible for linking them to the appropriate section of the Web page.

Should the recommendation to accept electronic formats be approved, future reports of Clearinghouse activity would consist of manual counts for paper-based loans, and - **if possible**, an accounting of page hits on documents accessed via the Web.

Consideration should be given as to whether the "Webliography Project" which is underway would have any effect on the amount of material which would be accessible through the SUNYLA Clearinghouse. Other than occasional reports and surveys which are considered "unpublished" documents, the Webliography project may replace what would normally be submitted to the Clearinghouse. Should this be the case, my recommendation would be to dissolve the Clearinghouse.

We are in times of great change, and need to make a decision as to the direction, if any, the Clearinghouse will take. I await your recommendation.

Meeting of June 6, 2001

As reported back in March, the Clearinghouse continues to have no activity with respect to loans or deposited items into the Clearinghouse collection. We remain at the current level of 27 document files in the collection, with no loans to date for this report year.

I am proposing the same plan as I reported back in March 2001 (report attached), and respectfully wish that we both address and decide upon the future of the Clearinghouse at our Board meeting. I have made preliminary preparations in requesting a special UNIX account for the Clearinghouse, where documents in the collection could be made accessible via the web. I am hopeful that we can consider guidelines for the submission of documents, as well as timelines for the retention of documents which are made accessible on the web.

4.8 Web Manager -- Laura Cohen

1. New Web site address at www.sunyla.org

The big news this year was the move of the SUNYLA Web site to an NT server maintained by the University at Albany Libraries, along with a new address with our own domain name. I purchased the domain name sunyla.org from Network Solutions for 5 years.

The Web site now offers:

- Full text search capability using an index that is dynamically updated
- A custom 404 "File Not Found" page that offers a search box, drop-down navigation menu, and error report form
- An email comments account, webmaster@sunyla.org

Thanks to the generosity of the University at Albany's Academic Computing Services, and the administration and staff at the University at Albany Libraries, for making this possible.

2. Web site statistics

Monthly hits on the main screen continue to be just under 400 total. The SUNYLA directory is especially popular on a regular basis. Page views every month occur broadly throughout the site.

3. Future plans

In the coming year, look for the following:

- Extensive usage statistics of our Web site by the log analyzer module in Web Trends Enterprise Suite. I will run and archive monthly reports.
- Search capability of the PDF documents (our newsletters) on the Web site. This will depend on my success working with an Adobe plug-in for this purpose.

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

The Committee has been inactive since a letter was sent out to library directors in the spring. A SUNYConnect information letter and flyer was sent to the SUNY Board of trustees.

Comment from Mark Smith -- is there still a need for the committee or should it be dissolved? Gretchen Douglas stated that this will be brought up again at the September meeting.

5. *Liaison Reports*

5.1 COA -- Natalie Sturr

As a liaison to COA, I am an ex-officio member of the COA Executive Board. The Board meets monthly via conference call and in person at the Fall Business Meetings and during the SUNY Technology Conference. I attended and participated in most of the conference calls and the Fall Business Meeting. A report on library initiatives, and SUNYConnect in particular, is part of every meeting.

Major projects of the year included informing the membership of SUNY-wide technology projects such as SUNYConnect, the SUNY-wide telecommunications initiatives, and Internet2; updating-, the COA web site; revising the bylaws, which will be voted on in June, and planning, for the annual conference

The SUNY Technology Conference will be held June 17-20, 2000 at the Hudson Valley Resort and Spa in Kerhonkson, Ulster County. Due to my involvement with bringing up Aleph, I will not be able to attend this year's conference. The conference provides a great opportunity for 'social networking with our computing and networking colleagues. The conference web site is <http://www.stc.suny.edu/>.

5.2 FACT -- Mark A. Smith

I. CIT: The 10th Annual FACT Conference on Instructional Technologies (aka. CIT) was held May 29.30.31 at SUNY Geneseo.

Approximately 650 faculty and staff from 61 of the 64 SUNY campuses attended. SUNY Libraries and SUNYLA membership were well represented among the presenters with numerous sessions on library related projects, research and initiatives including SUNYConnect.

SUNY Chancellor Robert L. King addressed the CIT attendees via SUNYSAT from Albany. The Chancellor announced the agreement with Elsevier for ScienceDirect and praised the SUNYConnect initiative and the accomplishments of the OLIS and ALIS office.

Elsevier held product demonstrations of ScienceDirect throughout the conference. These demonstrations attracted much interest and praise.

Future CIT Sties were announced: CIT 2002: SUNY Oneonta (May 28-30, 2002), CIT 2003: SUNY Potsdam, CIT 2004: Stony Brook

II. **New Chair:** Donald R. Coscia, Associate Dean for College Instructional Technology has been selected as the new Chair of the FACT Advisory Committee.

III. **Retreat/ Advocacy:**

As part of the FACT summer retreat on July 10/11, the committee will be reviewing their relationship and advocacy roles with outside organizations including SUNYLA. At this meeting, I will have an opportunity to articulate the efforts and mission of our organization and library service initiatives throughout SUNY. I will also identify mutual goals and advocacy opportunities in an effort to capitalize on our mutually beneficial relationship.

The FACT Advisory Committee includes representatives from SUNY campuses and entities in various teaching disciplines and support capacities. As an advisory committee to Associate Provost Christine Haile (Office of Advanced Learning and Information Services.), the FACT Advisory Committee meets regularly to focus on ways to support the education technology needs of faculty.

In my role as SUNYLA liaison, I welcome input and comments from the membership on issues relating to SUNYLA's relationship with FACT. Below is a current statement of goals as defined by the FACT Advisory Committee. For additional information please refer to the FACT Website at <http://www.fact.suny.edu/>.

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FACT Advisory Committee Goals:

1. Provide all faculty and instructional support staff appropriate computing capability and/or network access in that person's own workspace.
2. Improve expertise of faculty and instructional support staff in instructional technology through development and training.
3. Integrate computing, networking, and other electronic technology into curricula.
4. Enhance the teaching and learning process through the use of technology.
5. Increase collegiality through network connectivity.

5.3 SAC -- Laura Cohen

The SUNYConnect Advisory Council (SAC) met every six weeks during the academic year except for one break during the spring. This was a very active year for the SUNYConnect project, and SAC had full agendas for every meeting.

Major SUNYConnect achievements this year include the following:

· The pilot project to bring up Aleph 500 was begun. Fredonia was the first campus to bring the Aleph 500 into production.

· Other campuses joined in the pilot project and are working toward production. These are: Buffalo, Stony Brook, Binghamton, Oswego and Tompkins Cortland Community College.

- Binghamton agreed to serve as the pilot site for the union catalog.
- SUNYLA assisted OLIS in selecting the membership of SUNYConnect working groups.
- NYLINK joined with SUNYConnect to explore document delivery options and eventually coordinate this activity for us. NYLINK will design an RFP to get the process moving.
- Shared remote storage was addressed. A small team from OLIS and campuses will develop an RFP, visit existing storage sites, and hire a consultant to complete a needs assessment. The goal is to produce an RFP by February 2002 so it can be presented to campus administrators and be included in the next 5 year capital plan (2003-2005).
- Major electronic resource purchases included NetLibrary (1300+ copyrighted books), Elsevier Science Direct (700+ journals) and HarpWeek.

SAC's accomplishments this year included the following:

- Voted on a proposed migration schedule for all the participating campuses. While this schedule will be subject to review over time, it will help campuses to make long-term plans. The migration schedule runs in half-year increments through the summer of 2004.
- Formally endorsed the Internet2 strategic direction presented by Chris Haile of ALIS on 12/21/2000 and sent to Provost Salins. This strategy would implement Internet 2 on all SUNY campuses, and serve as the high-speed backbone we need for SUNYConnect.
- Met with Provost Salins in Albany during the November 1, 2000 meeting. Dr. Salins emphasized his wish to see SUNYConnect as the key to a wider consortial effort across New York State ultimately involving executive and legislative support. He also spoke about his goal of a common acquisitions policy for SUNY.
- Adopted a policy for the implementation of required LMS modules. All campuses must implement the OPAC (local campus catalog and union catalog), circulation (local campus and remote patron-initiated borrowing), and shared authority control. Libraries may implement other modules when and as appropriate.
- Reviewed an MOU that was then sent to the pilot campuses for signing.
- Approved the most recent version of the Five-Year Financial Plan.
- Agreed on policies related to shared authorities and open access.

Laura moved to propose that OLIS have a place holder conference session for the next five years (to keep the lines of communication open between OLIS and SUNYLA members regarding the SUNYConnect Project). Holly Chambers seconded. The vote was passed unanimously by all present.

5.4 UUP -- John Schumacher

UUP statewide elections were held during the Spring Delegate Assembly (May 12, 2001). Reelected: Bill Scheuerman (President), Fred Kowal (Membership Development Officer), Patty Bentley (Executive Board), Al Ermanovics (Exec. Board), Fred Floss (Exec. Board), Glenn McNitt (Exec. Board), Michael Smiles (Exec. Board). Elected: Eileen Landy (Secretary), Darryl Wood (Executive Board).

The NYS Assembly has proposed that New York State pay the 3% pension contribution currently contributed by state employees in the Optional Retirement Plan. Bill Scheuerman received a verbal promise from Governor Pataki that the governor would not veto the proposal if it becomes law. Bill is confident that this proposal will become law either this year or next.

The UUP web site was re-done in the last year. <http://www.uupinfo.org>

UUP has asked chapter volunteers to send them gender information for their members. This information will be used in the ongoing study of pay equity at the SUNY state operated institutions. This study is scheduled to be completed prior to the next round of contract negotiations (2003).

As of May 11, 2001 no early retirement legislation had been proposed.

Delegates and other attendees of the Spring Delegate Assembly heard a keynote speech from New Paltz college president, Roger Bowen on the politicization of the SUNY system.

Cindy Sauer has received the Mid-Atlantic Regional Archives Conference (MARAC) 2001 Finding Aid Awards - First Place Individual Collection Finding Aid for her United University Professions (UUP) Records finding aid. <http://library.albany.edu/speccoll/findaids/apap039.htm>.

Members of the UUP bargaining unit employed as of June 30, 2001 will be receiving a 3.5% salary increase.

5.5 NYLINK -- Kathy Gundrum

General News: Higher Education Initiative:

Provost Salins has a vision to foster collaboration among public and private academic libraries in New York State, and requests that Nylink serve in a leadership role to explore ways to foster that collaboration. The SUNY Council of Library Directors endorsed that it at its annual meeting. It has been endorsed by CUNY library directors, and library directors from private academic institutions will be discussing it at an upcoming meeting. It is in its preliminary stages. Components of the collaboration include the purchase of electronic resources and a statewide delivery system [see below]. If you have any suggestions on academic institutions can collaborate statewide, please forward me your suggestions at gundrumk@nylink.suny.edu

Statewide Document Delivery Service:

At the request of the SUNYConnect Advisory Council, Nylink is developing a proposal for a statewide delivery service, to coordinate with ones that exist. It will support SUNYConnect, and other institutions that may be interested.

OCLC News:

Extended WorldCat Partners Program

OCLC has a group of libraries to provide feedback on the Extended WorldCat Discovery and Fulfillment project. Initially composed of primarily public libraries from two library groups in California and Illinois, Mary-Alice Lynch advocated for academic representation, and as a result Nylink libraries were added to the project at the end of March 2001. Nylink Participants include Barbara Via from the University at Albany, Christopher Raab and Susan Kraat from SUNY New Paltz, and librarians from Cornell University and Fordham University. There are weekly conference calls and homework assignments for feedback. Using the FirstSearch interface, participants have been providing OCLC with feedback on planned features of Extended WorldCat. This includes resources for book reviews for possible inclusion in WorldCat; suggestions for improving the advanced search screen; scoping in WorldCat which would allow patrons to reduce the size of the database being searched; whether or not to include articles in WorldCat; and looking at the interface in general. The partners program will run through July. The first version of Extended WorldCat should be available in late summer.

FirstSearch:

Thank you to everyone for getting in their FirstSearch renewals!

As a reminder cost for block searches will be 67 cents per search, or \$335 per block, effective July 1, 2001. The current price of 64 cents per search, or \$320 per block, is valid for all orders placed and processed before June 30, 2001.

OCLC PAIS is offering promotional pricing for its PAIS International database on the OCLC FirstSearch service. This pricing is effective for start dates of July 1, 2001 through December 1, 2001, and is for firsttime subscribers to the PAIS database on FirstSearch. The discounts are approximately 15 percent for one-year subscriptions. Please contact Donna Dixon at Nylink at 800-342-3353, or by e-mail at dixond@nylink.suny.edu for pricing information.

Each month OCLC offers a featured OCLC FirstSearch database, searchable for no charge during that month. Consumers Index is the FirstSearch Featured Database of the Month for June. You may search Consumers Index from the FirstSearch web site at <http://www.oclc.org/firstsearch/databases/index.htm>. You can also go directly to the search screen by selecting "Connect to this month's featured database" from the Nylink web site at <http://nylink.suny.edu/RR/ref2.htm#fslinks>

ILLiad: An OCLC ILLiad Guided Tour is now available, providing an overview of the major component within the OCLC ILLiad service. It is available at <http://www.illiad.oclc.org/guidedtour/index.stm>.

Nylink Cooperative Purchasing Program Services

in an ongoing effort to get you what you need, the Nylink Cooperative Purchasing section of our Web site [<http://nylink.suny.edu/coopf>] has been revamped to include order forms, license agreements and pricing information for current products available wherever possible. Cooperative Purchasing for Colleges and Universities, a new brochure, will be distributed to all directors and reference contacts of academic institutions. Nylink confirms all Coop. product orders received within 72 hours. If you have placed an order and have not heard from us, let us know.

Several trials are being lined up for the Fall, and there will be a "Trials Page" in the Cooperative Purchasing section of the Web site. Trials will be offered at sometime on two McGraw-Hill products: AccessPerry [chemical engineering] and AccessMedicine; possibly some improved Ovid products

NetLibrary: As you know, a medical collection has been added to netLibrary for SUNY libraries, and other Nylink members. This is as a result of SUNYConnect providing the seed money for the initial collection. As a result, as libraries are added and more books are purchased, there will be no additional cost to SUNY libraries access these new titles during the first year.

Also, a third load of general netLibrary titles will be added to the Nylink/netLibrary shared collection, which may take the collection to more than 5,000 titles.

Please contact Cooperative Purchasing with any questions you may have: Nancy Steele, steelen@nylink.suny.edu; Tatiana Sahn sahm@nylink.suny.edu; Jen Stelling stellingj@nylink.suny.edu

Programs: Information for all programs is or will be available on the Nylink Web site

Basic Serials Cataloging [in cooperation with the Serials Cataloging Cooperative Training Program] Thursday and Friday, June 28-29, Adelphi University, Long Island Monday and Tuesday, July 9-10, SUNY Cortland A two-day workshop providing the basic principles of serials cataloging for original and copy cataloging for print and electronic serials. The course is designed for beginning serials catalogers and technicians, and monograph catalogers working with serials. The cost for the workshop is \$195 for full Nylink members and includes breaks, lunch and session materials both days. Long Island instructors are Marguerite (Maggie) Horn, Library Systems Implementation Specialist, SUNY Office of Library and Information Services, and Everett Allgood, Serials Cataloger, New York University. Cortland instructors are Maggie Horn and I-Chene Tai, Technical Services Librarian, Le Moyne College.

LITA Regional Institute: Database Driven Web Sites

July 26, 2001: 9:00 am - 4:00 pm at the New York State Nurses Association in Latham [Albany region]. This one-day program provides instruction on adding dynamic content to your web site. This program will outline the range of solutions available for delivering database-driven content over the web. This program is intended for web managers who have basic knowledge of HTML and some familiarity with relational database concepts. Presenter Kristin Antelman is Head of Systems and Networking at the University of Arizona Health Sciences Library. The cost is \$145 for full Nylink members, which includes breaks, lunch and session materials.

An Introduction to Financial Management for Librarians

- Tuesday, September 11 -Rochester, in conjunction with the Rochester Regional Library Council
- Thursday, September 12-Central New York Regional Library Council, Syracuse Friday, September 13, Broome County Public Library, in conjunction with the South Central Regional Library Council

Nylink Information Showcase: Holiday Inn Syracuse/Liverpool, Tuesday, October 30, 2001.

Nylink Annual Meeting: April 29 and 30, 2002-Gideon Putnam Hotel, Saratoga Springs

5.6 OLIS -- John Schumacher

SUNYConnect LMS

- While significant progress has been made converting library data for the *SUNYConnect* LMS pilot sites, the implementation schedule has been delayed. The next round of campuses have been contacted and told to expect a delay of a month or more.
- *SUNYConnect* Advisory Council's proposed migration schedule for the other
- *SUNYConnect* LMS participants can be found <http://www.sunyconnect.suny.edu/aleph/lmsmigrate.htm>
-
- Larger, "production" Sun computers are being installed and configured at Binghamton, Buffalo, Oswego, Stony Brook. In addition, SUNY OLIS is configuring a system to be used for testing and training.
-
- The Access Management Working Group has been formed, The members are Karen Carney (Ulster), Bill Drew (Morrisville), Dan Kissane (Oneonta), Patricia LaCourse (Ceramics), Tom Larson (Oswego), Bern Mulligan (Binghamton), Karen Senglaup (U.Buffalo). See also: <http://www.sunyconnect.suny.edu/aleph/amworkgroup.htm>
- Formatting Standards for Patron and Item Codes
<http://www.sunyconnect.suny.edu/LMS/patitcodes.htm>
- Specifications for Unique System ID Numbers
<http://www.sunyconnect.suny.edu/LMS/unsysnum.htm>

SUNYConnect Databases

- *SUNYConnect* has added 650+ titles to its netLibrary collection. Business, medicine, nursing, and allied health are the major topics in this addition to the collection. Thanks to SLiCAT and Nylink for their assistance.
- Negotiations with The Gale Group have resulted in supplementing *SUNYConnect's* Expanded Academic ASAP with the Infotrac OneFile, effective July 1. This addition will approximately double both the number of indexed periodicals and the number of full-text journals available via this database.
- PhotoArchive is now called MultiMedia Archive. In addition to the database of *photos*, *SUNYConnect* has subscribed to the 700,000 full-text articles from the Associated Press. That feature is available now. Also, *SUNYConnect* has subscribed to the audio collection with over half a million sound clips, a feature available as of July 1.

SUNYConnect Briefings

- Publicity SUNY OLIS provided a *SUNYConnect* update at the SUNY Council of Library Directors' meeting.
- SUNY OLIS presentations at the North American ALEPH Users' Group meeting-
"SUNYConnect: implementation planning for a consortium"
<http://www.library.mcgill.ca/Naaug2001/abstracts.html#sunyc1>
"SUNYConnect: development of a union catalog"
<http://www.library.mcgill.ca/Naaug2001/abstracts.html#sunyc2>
- For additional information about *SUNYConnect* <http://www.sunyconnect.suny.edu>
<http://olis.sysadm.suny.edu/sunyerger>
<http://www.sunyconnect.suny.edu/sunyconnection>

SUNY OLIS

- The OLIS has begun searching for a Librarian/Trainer to replace Sally Goodwin. Sally's departure from OLIS (and return to SUNY Oneonta) was for personal reasons, not professional/work-related reasons
- Thanks to SUNYLA for assistance in selecting SUNYConnect-related committee and 'working group members.

5.7 Central NY Library Resources Council (3 R's) -- Jeannette Smithee

WHO WE ARE

We're a group of nine regional library consortia in New York State.

We are unique in that we bring together all libraries to ensure that the people of New York get the information that they need when they need it.

Our members include libraries in all kinds of settings:

- 234 public and private colleges and universities
- 419 hospitals, museums and corporations
- 23 public library systems, reaching 744 public libraries
- 42 school library systems, reaching 1,147 school libraries

For more than 30 years we have been dedicated to making a difference in the lives of people of New York by giving them the information they need to be better students, workers, parents, and citizens.

Where did we get our name? 3Rs stands for "reference, research, and resources", an apt description of who we are and what we do.

HELPING LIBRARIES EXCEL

The unique role of the New York 3Rs is that they are the one entity encompassing all libraries in New York. Their reach is both regional and statewide. Through the NY3Rs all libraries can coordinate and relate their diverse activities to create a more effective service network to improve information access for the people of New York.

CONNECTIONS

...helping libraries achieve together what could not be achieved separately

- Working together locally; reaching out statewide
- Professional contacts and peer support
- Awareness of local and national issues
- Connection into the New York State Library Network

VALUE

...sharing, leveraging, collaborating, stretching dollars

- Enhancing the impact of local investments through joint purchases
- Cost avoidance by eliminating duplication of services
- Customization of services to meet user needs

ACCESS

...ensuring that all libraries, regardless of size or location, have equal opportunity to the world of information

- Regional catalogs to locate library materials
- Interlibrary loan and delivery to get materials to the user
- Hospital library services
- Users in small libraries sharing the benefits enjoyed by users of large libraries

SERVICE

...customizing responses to meet members' needs

- Local governance and accountability

- Reliability
- Fiscal responsibility
- Dedicated, caring, knowledgeable staff

Programs and Services Offered by 3Rs include:

- | | |
|---|---------------------------------|
| Electronic Database Access | Advocacy |
| Catalogs of Library Materials | Internet Access |
| Continuing Education | Websites |
| Interlibrary Loan | Communications and Publications |
| Delivery | Directories of Libraries |
| Medical Information Subsidy | Listservs |
| Regional Archivist | Professional Networking |
| Technical Consultant | Reciprocal Borrowing Cards |
| Hospital Circuit Librarians for Rural Hospitals | Cataloging |
| Coordinated Collection Development | Grants |
| Library Consultants | Equipment and Software |
| Preservation | Digitization |

"Our 3Rs is extremely responsive to area libraries' needs and is always striving to help us provide the best library service to our patrons." ...Academic Library Director

"I find the training done by our 3Rs for member library staff invaluable, essential, and incredible and utilize it all I can. We are very appreciative of the value of the workshops offered."...Public Library Director

"The mobile lab is a wonderful resource." ...SUNY librarian

"I appreciate your efforts in keeping our catalog up. It's a wonderful service and we're happy for every day it is up." ...Director of a public safety special library

"I want to thank the 3Rs for always finding new services (and welcoming new ideas) for the community to consider. I find it of great value that you will consider very new technologies, services. In the case of our library, we can't always afford to invest in products or services that are less than "tried and true" and ideas worthy of investigation frequently fit that categorization. So thanks a lot for all you do to bring "new" to our region." ...Academic librarian

New York 3Rs

Capital District Library Council for Reference and Research Resources 28 Essex Street Albany NY 12206-2027 (518) 438-2500 Fax: (518) 438-2872 www.cdlic.org	Metropolitan New York Library Council 57 East 11th Street New York NY 10003-4605 (212) 228-2320 Fax: (212) 228-2598 www.metro.org	South Central Regional Library Council 215 North Cayuga Street Ithaca NY 14850 (607) 273-9106 Fax: (607) 272-0740 www.lakenet.org
Central New York Library Resources Council 3049 East Genesee Street Syracuse NY 13224-1690 (315) 446-5446 Fax: (315) 446-5590	North Country Reference and Research Resources Council 7 Commerce Lane, PO Box 568 Canton NY 13617 (315) 386-4569	Southeastern New York Library Resources Council PO Box 879 Highland NY 12528 (845) 691-2734 Fax: (845) 691-6987

www.clrc.org	Fax: (315) 379-9553 www.nc3r.org	www.senylrc.org
Long Island Library Resources Council Melville Library Building, Suite E5310 Stony Brook NY 11794-3399 (631) 632-6650 Fax: (631) 632-6662 www.lilrc.org	Rochester Regional Library Council 390 Packett's Landing, PO Box 66160 Fairport NY 14450 (716) 223-7570 Fax: (716) 223-7712 www.rrlc.org	Western New York Library Resources Council 4455 Genesee Street, PO Box 400 Buffalo NY 14225-0400 (716) 633-0705 Fax: (716) 633-1736 www.wnylrc.org

6.0 New Business

6.1 Annual Reports -- Gretchen Douglas

A question was put to the listserv as to whether or not electronic forms of annual reports could be posted to the internet instead of paper copies being placed in conference folders.

Natalie Sturr stated that there should be an electronic copy on the website so that SUNYLA members could have wider access to the information if they were not coming to the conference.

Wording of the bylaws was tentatively altered. A vote on the changes will take place at a later date.

More research will be done on this topic and it will be discussed again at the September executive board meeting.

6.2 Clearinghouse

Debate on the feasibility of continuing the Clearinghouse occurred.

A motion was made to dissolve the clearinghouse and move it's materials to the archives. Holly Chambers seconded.

Vote totals: 15 for, 5 opposed and 5 abstentions.