

**Minutes**  
**SUNYLA Executive Board Meeting**  
**June 5, 2002**  
**4:15 – 6 pm**  
**SUNYLA Conference, Buffalo State College**

**Present:**

Katie Sacco (Fredonia), Gretchen Douglas (Cortland), Nancy Frazier (Buffalo State), Marianne Eimer (Fredonia), Violet Evans (Downstate), Bill Drew (Morrisville), John Schumacher (OLIS), Ron Foster (SUNY IT), Carol Anne Germain (Albany), Elizabeth Gulacsy (College of Ceramics at Alfred), Joyce Miller (Adirondack CC), Barbara Shaffer (Oswego), Kerrie Fergen (Fredonia), Jane Verostek (ESF), Beverly Crowell (Alfred Ceramics), Karen Ferington (Niagara CCC), Michelle Eichelberger (FLCC), Jennifer Quigley (Brockport), Natalie Sommerville (Brockport), Bern Mulligan (Binghamton), Nancy Cannon (Oneonta), Ellen McCabe (Cortland), Michelle Toth (Plattsburgh), Holly Chambers (Potsdam), Jeanne Galbraith (Stony Brook HSC), Charles Keyes (Old Westbury), Kathleen Gundrum (NYLINK), Mark Smith (Alfred Ceramics)

**1. Approval of Minutes**

Carol Ann Germain moved to approve the minutes of the March 22 meeting. John Schumacher seconded. Minutes unanimously approved by all present.

**2. Announcements, Correspondence, appointments**

- a. Brockport—Jennifer Quigley announced that Natalie Sommerville is leaving for another position at Duke University. Jennifer is also leaving to take a position at George Washington University. There is now an entry-level cataloging position open. An entry-level reference position will be open soon.
- b. OLIS—John Schumacher announced that there is a systems position open at OLIS.
- c. Oswego—Barbara Shaffer announced that Cathy Reed has left her position for another position at William and Mary
- d. Morrisville—Bill Drew announced the library's switch to production (STP) of the ALEPH system.
- e. Violet Evans announced that Downstate has a new web address: <http://library.downstate.edu>. Also, staff emails have changed to: [firstname.lastname@downstate.edu](mailto:firstname.lastname@downstate.edu)
- f. Cortland will STP to ALEPH by next Friday

**3. Officer's Reports**

**3.1 President—Gretchen Douglas**

**Information Literacy Track at CIT**

The major initiative for SUNYLA this year has been the Information Literacy track at CIT. Information literacy has become an important topic for teaching faculty and administrators as Middle States and other accrediting bodies demand its integration into curriculum. The CIT track will be a wonderful opportunity for librarians to show faculty how it can be done successfully.

The FACT committee asked SUNYLA to shepherd this track. An ad-hoc committee was formed with Katie Loomis-Sacco (Fredonia) as its chair. The committee promoted the idea of presenting to librarians and invited librarians and faculty who have been working in this field to present at the conference. The response to the call for presentations was fantastic. The abstracts selection committee said that the submissions this year were the best they have ever seen. The information literacy track actually overflows into other tracks.

SUNYLA will honor Cerise Oberman at this year's CIT conference. She is nationally recognized for her work in information literacy and this year became only the second librarian in SUNY to receive the Distinguished

Librarian award.

## **Help for Downstate Campuses**

The first meeting of SUNYLA this year was on September 14<sup>th</sup>, just days after the horrific events in New York City. Several of the downstate campuses were without Internet power. So much of what we do now in our libraries is dependent on the Internet and it was felt that those of us with connectivity could help those without by doing searches and faxing results or telephoning results to those campuses without Internet connections. The SUNYLA executive board passed the following resolution:

We, the members of the State University of New York Librarians Association, pledge our support to provide whatever services needed to help those SUNY and CUNY libraries affected by the recent terrorist attacks, in order to facilitate their efforts in serving their constituents.

A call went out to the SCLD listserv asking directors for their support. A list of those campuses willing to help was sent by postal mail to downstate libraries. Although I do not have data on how many campuses took us up on our offer, I do have many thank yous from campuses that appreciated our offer.

SUNYLA donated \$300 to the American Red Cross in memory of state employees who were lost in the attack on the World Trade Center.

## **Management Training at SUNYLA Conference**

The idea for management workshops started as a casual conversation at the 2000 SUNYLA conference. Many SUNY librarians have taken retirement incentives. As long time SUNY librarians retire, they leave a void in leadership positions in their libraries. Workshops were suggested as one way to prepare librarians for management responsibilities. A lot of time was spent in researching the possibilities.

Ten librarians will attend the workshops held at this year's conference.

Maryruth Glogowski (Buffalo State) will lead a 90-minute workshop on budgeting, including budgetary theory, state and local campus requirements, IFRs and grant funding for special projects. Susan Besemer (IdeaFusion) will lead a 90-minute session on strategic planning. Susan Mason (Hamilton College) will present a three-hour program on time management, delegation, and team building.

Thanks to all the SUNYLA members who worked on this initiative over the past two years, especially Natalie Somerville and Chris Brennan who organized the workshops for the conference.

## **Aleph Users Group**

The Aleph Users Group has finished its work on the bylaws. Officers will include a Chair, Vice Chair/Meeting Planner, Secretary and Treasurer. The three standing committees will be the Executive Steering Committee, Meeting Planning Committee, and Enhancements Committee.

## **Appointments**

Laura Cohen from Albany, Vince Courtney from Fredonia and Jeff Harr from Onondaga Community College were members of the SUNY Library Statistics Advisor Team.

Linda Frank from Tompkins Cortland Community College lead a committee to write the bylaws for the Aleph Users Group.

Ron Foster was appointed chair of the Personnel Policies Committee.

Angela Weiler will succeed Nancy Cannon as chair of the Instruction Committee this coming year.

## Many Thanks

This has been a wonderful year for me as president. I want to thank the officers, committee chairs and executive board for all their help. I also want to thank Mark Smith, past president and FACT liaison. He provided background and help in getting me up to speed when I stepped in as president in March 2000. His work on the CIT Information Literacy initiative has been invaluable.

I plan on staying involved in SUNYLA, and I would urge SUNYLA members to become active in the organization. It's a great way to meet other librarians, see what happening at the state level and make new friends. Thank you for giving me this opportunity to serve.

### 3.2 First Vice President—Marianne Eimer

1. Category representatives elected for 2001-2002:

University Centers	Timothy Gatti
Colleges of Arts and Sciences	Ellen McCabe
Colleges of Technology	Joseph Petrick
Community Colleges	Michelle Eichelberger
Medical Centers, Specialized, and Statutory Colleges	Beverly Crowell

1. The Nominating Committee presented the following candidates for Spring 2002 elections:

1 <sup>st</sup> VP/President Elect	Kim Davies
	Hilary Sternberg
2 <sup>nd</sup> Vice-President, Conference Chair	Violet Evans
	Jeanne Galbraith
Secretary	Nancy Frazier
	Carol Franck

Hilary Sternberg was elected 1<sup>st</sup> Vice-President/President Elect. Jeanne Galbraith was elected 2<sup>nd</sup> Vice-President/Conference Chair. Nancy Frazier was elected Secretary. All candidates will begin serving at the close of the Annual Meeting, June 7, 2002.

2. State University of NY at Stony Brook will be the site for the Annual Conference to be held June 4<sup>th</sup> – 6<sup>th</sup>, 2003. Jeanne Galbraith is the Conference Chairperson. There is a need for a conference site for 2004, so those who might be considering hosting the conference at some time, this year is available. Please contact one of the SUNYLA officers to make arrangements.
3. The following members have agreed to continue on as Chairperson of their respective committees. They are:

Bill Drew	Automation and Information Technologies
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Carol Anne Germain	Professional Development
Jim Coan & Eileen O'Hara	Publications and Communications
Laura Cohen	Web Manager
Angela Weiler	Library Instruction
Kim Davies	Membership Development
Kathleen Delaney	Archivist
Ron Foster	Personnel Policies

### 3.3 Second Vice President/Conference Chair—Natalie Sommerville

#### I. Conference Theme

a.

This year's theme, Forming Partnerships, Building Communities, was selected to emphasize the way that SUNY librarians and libraries work with each other, with libraries in their regions, and with the community to which they belong. The Planning Committee felt that the theme would give our colleagues the opportunity to interpret it broadly and would encourage diversity in the types of proposals submitted. The conference program is an excellent reflection of the diversity that the theme promotes.

Thank you to all pre-conference, session, and poster presenters for contributing to a great program!

#### II. Attendance

a. The attendance count for this year stands at 213.

The Planning and Local Arrangements Committees are grateful to the SUNYLA membership for their interest in and enthusiasm about the conference.

#### III. Keynote Speaker

a. This year's Keynote Speaker, Mary Reichel, will speak about "Academic Libraries as Learning Communities." Dr. Reichel is University Librarian at Appalachian State University in Boone, NC and current President of ACRL.

#### IV. Scheduling

a.

The Planning Committee decided to keep the 45-minute option for session presenters and the overwhelming majority of presenters requested this shorter time slot. In fact, only 4 out of the 22 conference sessions are scheduled to be 90 minutes long.

b. The Planning Committee is especially proud of the Management Pre-conference workshops that will be offered this year. The goal of these workshops is to prepare our colleagues to assume progressively more responsible position in their libraries. The three management pre-conference workshops are intended to provide a day-long introduction to different issues in managing libraries. Thank you to Gretchen Douglas, SUNYLA President, for her assistance to Christopher Brennan and myself with the management pre-conference workshops.

c. The management pre-conference workshops will begin at 9 am and end at 4 pm. The regular pre-conference workshops will run concurrently with the afternoon management workshop.

**V. Entertainment**

a.

The Membership Social on Wednesday evening, June 5 will be an opportunity for our colleagues to explore or revisit good, old-fashioned Buffalo cuisine. We will be serving pizza, wings, beef on weck, and beer.

The Reservoir Road Dogs, a band that includes our colleague from SUNY Geneseo, Jeff Liles, will provide the music. Time to explore the attractions on Elmwood Avenue after the social will add to the festivities.

b.

Dinner on Thursday evening will be at the Erie County Historical Society and will be catered by Oliver's, a local restaurant. A bus trip to Niagara Falls, Canada will be the after-dinner entertainment.

**VI. Budget**

a.

In addition to the initial seed money of \$2000.00 from SUNYLA, the conference has received over \$10,000.00 in registration fees so far, and \$4300.75 in vendor registrations and sponsorships. Thank you to Katie Loomis-Sacco for her work with the vendors. The final budget will be available after the conference.

**3.4 Secretary—Katie Loomis-Sacco**

**Agendas and Meetings**

Prepared agendas for each SUNYLA Board Meeting:

- July 30 – Cortland, NY
- September 14 – SUNY Oswego
- November 16 -- Central New York Library Resources Council

Agendas were sent before meetings to the SUNYLA-L and SUNYLAC-L listservs

Attended and prepared minutes for each meeting. Meeting minutes were sent to the above-mentioned listservs for review by members and posted on the SUNYLA website

**Ballot**

- Collected statements of nominees for upcoming SUNYLA officer elections.
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- Mailed 488 ballots to voting-eligible members, receiving back 276 completed ballots. Included in the ballot packet were the ballot, directions for completing the ballot, candidates, statements, and envelopes.
- Election results were tabulated and announced on the SUNYLA-L and SUNYLAC-L listservs.

### 3.5 Treasurer's Report—Elizabeth Gulacsy

#### INCOME

Associate New	45.00	
Associate Renewing	60.00	
New	622.50	
Renewing	5,325.00	
Renewing 2003	15.00	
TOTAL Membership	6,067.50	
Opening Balance, from Hilary Sternberg, Treasurer	500.00	
Key Bank, closing account	6,647.00	
Key Bank, bank error	30.17	
TOTAL Transfer Funds	<u>7,177.17</u>	
TOTAL INCOME		13,244.67

#### EXPENSES

Bank Charge	-15.00	
Conference 2001	-541.25	
Conference 2002	-2,191.57	
Donation Red Cross 9/11	-300.00	
Meeting: Executive Committee	-617.22	
Membership Development Committee	-125.03	
Publications Committee	-1,670.00	
Scholarship: S.Chu 2001	-641.15	
Treasurer: Office Supplies	-44.92	
CIT: Cerise Oberman	-180.00	
Salary Survey	-70.19	
SCLD Conference	<u>-812.00</u>	-7,208.33
OBLIGATED		
Friend Of SUNYLA	-300.00	
Professional Grants	-1,000.00	
Scholarship: S. Chu 2002	-1,000.00	
Audit	<u>-1,500.00</u>	-3,800.00
TOTAL EXPENSES		-11,008.33

## **4.0 Committee Reports**

### **4.1 Automation and Information Technology—Bill Drew**

#### **Committee Charge:**

"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."

The committee has been working on writing goals and objectives. Each member responded to a short survey of where the committee should go. Attached are the proposed goals and objectives currently under review by the committee.

Final goals and objectives will be discussed at the SUNYLA Conference and over the summer.

#### Proposed Goals and Objectives for 2002-2003:

A. Provide support and assistance when requested by OLIS and SUNYConnect working groups.

##### Objectives:

Recommend people for committees/working groups when asked.

B. Assist libraries in automation/IT projects.

##### Objectives:

1. Organize two workshops for the annual SUNYLA conference for 2003.

3. Survey libraries on use of Ezproxy.

4. Survey libraries on how statistics are gathered for electronic resources and services.

5. Develop best practices document in managing online databases, e-journals, e-books and web access to them.

6. Investigate and report on relationship between libraries and IT departments.

7. Compile list of web applications created by libraries.

C. Investigate and inform the SUNY community on new and changing technologies.

##### Objectives

1. Metadata.

2. XML .

3. Digitization of microfilm and other hard copy media.

4. Portals (My Library).

**Accomplishments this year:**

1. Moved the SUNYLA council discussion group to the ITEC Lyris listserv in Buffalo.
2. Provided recommendations for various groups within SUNY.

## Proposed Goals:

### A. Provide support and assistance when requested by OLIS and SUNYConnect working groups.

Objectives:

1. Maintain page of Ex Libris/Aleph500 links.
2. Recommend people for committees/working groups when asked.

### B. Assist libraries in automation/IT projects.

Objectives:

1. Start separate discussion list for SUNY systems librarians.
2. Organize two workshops for the annual SUNYLA conference for 2003.
3. Survey libraries on use of Ezproxy.
4. Survey libraries on how statistics are gathered for electronic resources and services.
5. Develop best practices document in managing online databases, e-journals, e-books and web access to them
6. Investigate and report on relationship between libraries and IT departments.
7. Compile list of web applications created by libraries.

### C. Investigate and inform the SUNY community on new and changing technologies.

Objectives

1. Metadata.
2. XML.
3. Digitization of microfilm and other hard copy media.
4. Portals (My Library).
5. The next LMS after Aleph500.

## 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."*

During the past year, the SUNYLA Library Instruction Committee continued to update and maintain the SUNYLA Library Instruction Committee web site at:

<http://library.lib.binghamton.edu/sunyla/>

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.*

Angela Weiler (Morrisville) will be the Chair of the SUNYLA Library Instruction Committee for the coming year. Congratulations, Angela!

Please contact Angela <weileram@MORRISVILLE.EDU> if you are interested in serving on the Library Instruction Committee in the coming year. Priorities for the

committee for the coming year include:

- Communication and exchange of information among committee members
- Developing and enhancing communication between committee members and their own faculty
- A regular schedule of idea-sharing and brainstorming, and perhaps mentoring of new trainers if appropriate
- Regular reporting of any conferences, workshops, etc. which members attend

#### **4.3 Membership Development—Kim Davies**

**Membership:** As of May 30, there are **452** SUNYLA members; **87** of whom are first-timers and **8** of whom are associate members. The Membership Development Committee is very pleased to have reached their annual goal of 450 members and 65 new members. We have surpassed each of these figures and we would like to especially thank our campus delegates for their hard work and persistence in recruiting members. We have one library school student signed up as an associate member and other associate members come from Alfred University and the University of Rochester.

#### **Accomplishments:**

- Maintained the membership database
- Added membership numbers to annual member cards
- Encouraged campuses to hold elections for new delegates (2-year term)
- Planned for membership brochures to be printed for 2002-2003
- Coordinated a Membership Beer Tasting to be held on Wednesday, June 5 from 6:00 - 9:00 pm.

#### **Beer Tasting Event:**

This year the Membership Development Committee will be hosting a Taste of Buffalo beer and wing sampling at the annual conference to join new and renewing members together. A special thanks goes to committee member, Wil Prout, for contacting the breweries and restaurants and arranging for the donations. Participating establishments include Flying Bison, Buffalo Brew Pub, Bob and John's La Hascienda, Duff's, and The Anchor Bar. We hope that everyone will have a good time as they taste what Buffalo is famous for and listen to the bluegrass tunes of Geneseo's Reservoir Road Dawgs. The MDC will be sure to get everyone involved and mingling.

#### **4.4 Professional Development—Carol Anne Germain**

##### **Continuing Education Workshop**

Gerald Burke and Carol Anne Germain will present a pre-conference workshop at the Annual Conference. "The Dreaded Dossier : Making it Less Painful," is a three hour workshop that will focus on preparing and organizing a dossier. This is the third committee-sponsored program to be offered at a SUNYLA Annual Conference.

In November, the committee co-sponsored one of the annual conference continuing education workshops with the Rochester Regional Library Council. "There's \$\$ Out There for You : Writing Personal Grants" (SUNYLA 2000), a 3 hour session focusing on creative grant writing strategies, had nineteen attendees.

### **Sylvia Chu Scholarships:** The

Sylvia Chu Scholarship Subcommittee happily awarded vouchers to five recipients who will attend this year's SUNYLA Conference. Winners will be introduced at the Annual Meeting on Thursday, June 6<sup>th</sup> (there will be a special treat provided by Wil Prout - so please attend!).

The award funding structure is different this year. In the past, applicants submitted a personal conference budget request. Problems arose with reimbursement and other issues. Members of the subcommittee worked hard to develop a less confusing and frustrating mechanism. With approval from the executive committee, a voucher system was implemented. The voucher covers the cost of pre-conference attendance, conference registration and conference meals. After this year's conference, the subcommittee will review the effectiveness of this change.

For the coming year, the subcommittee plans on creating a brochure and updating the Sylvia Chu Scholarship application.

### **Friend(s) of SUNYLA**

The FOS subcommittee proudly awarded this year's Friend of SUNYLA Award to SUNY Faculty Access to Computing Technology (FACT). FACT was "established to give SUNY Faculty the access to computing needed for continued educational leadership in service to the citizens and institutions of the State of New York." The organization has worked and encouraged SUNY librarians to participate in their annual conferences and on committees. This year, FACT's CIT (Conference on Instructional Technologies) included Information Literacy as a theme for one of their tracks (special thanks to Mark Smith). SUNYLA members worked with FACT to organize this part of the conference. Many SUNY librarians are conference presenters.

We are expecting Provost Salins and Donald Coscia (FACT Advisory Committee Chair) to accept the award at our Annual Luncheon Meeting on Thursday, June 6<sup>th</sup>.

Can you think of a person or organization that deserves the Friend of SUNYLA Award? You don't have to wait for a Call for Nominations to advance the perfect candidate. In a few short hours, you can write a letter and nominate a special individual or group that has significant contributions to SUNYLA initiatives.

### **Professional Development Grants**

The Professional Development Grants Subcommittee unanimously approved Jennifer Quigley's request for funds to offset expenses for this year's IIL Immersion Program. A second applicant requested money for MLS coursework. The subcommittee and executive board reviewed this request but denied it since UUP employees have other resources that cover tuition costs.

The committee 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>

### **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 consistent.

We have one new member in addition to seventeen members who eagerly participate in our efforts. These members have advanced our awards and scholarships, maintained the webpage, grappled over grant issues and much, much, much more. I appreciate their enthusiasm (and sometimes prodding)

### **4.5 Personnel Policies—Ron Foster**

Exit Survey

Since becoming Committee Chair, I have received one exit survey, submitted via an online form available through the Committee's web site.

The form indicates that the person left to assume a position as a librarian in Virginia and was motivated by several reasons: Better salary, better benefits, better leave accruals, better physical environment, greater professional development support, better library budget, greater support for library, and less stringent or no tenure requirements.

I plan on reviewing exit surveys previously submitted and issuing a summary.

### Salary Survey

Sixty-four copies of the SUNYLA Salary Survey packet were mailed out on February 27th, 2002. Fifty-nine surveys were ultimately returned, a response rate of 92%. Fifty-five Turnover Questionnaires were also returned. The data is being analyzed and the completed report will be distributed at the Conference.

*Ron asked if the Salary Survey should be posted on the web. After discussion, Charles Keyes made a motion to continue this discussion at the September meeting of the Executive Board. Bill Drew seconded the motion. **Motion unanimously passed by all present.***

### 4.6 Publications and Communications—Jim Coan & Eileen O’Hara

The Publications Committee continues to oversee the production of the SUNYLA Newsletter and the Print Directory.

The Publications Committee wishes to thank Delegates, Committee Chairs, Board Members, and Members for their continued cooperation and support. We look forward to putting out next year’s issues of the newsletter.

Campus members who have ideas or news on appropriate topics are encouraged to send in information for the newsletter.

The committee received adequate funding for the year and was able to cover all expenses for the publications. Listed below are expenses and deposits for the publication account for this year.

SUNYLA Publications		
Deposit 10/01		1670
Left Over 2001		130.31
Mailing	Feb-02	282.44
Printing	Feb-02	126.95
Directory	Apr-02	995
Printing	Apr-02	174.5
Total 6/02		221.42

Any questions about the newsletter, please call Jim (607) 436-3454, email coanj@oneonta.edu, or Eileen at Brockport.

### 4.7 Web Master—Laura Cohen

1. Site location and stability

This is the first full year that the site has functioned under the domain name of 'sunyla.org.' The name has been positively received by the SUNYLA membership.

The site continues to be housed on a Web server hosted by the University at Albany Libraries. This year, the operating system was upgraded from NT 4 to Windows 2000 Advanced Server. We all owe the staff of U Albany's Library Systems department many thanks for taking such good care of the infrastructure that runs the server and the site.

## 2. Web site statistics

Monthly usage reports continue to be posted on the site. These reports are generated by the log analysis tool in Web Trends Analysis Suite. At the March meeting, the Executive Board and Council decided by consensus that the configuration of the reports was acceptable and that no information needed to be removed.

Cumulative page views to the site each month average about 3,000.

## 3. Site maintenance

The site is undergoing monthly link checking and broken URL maintenance.

The HTML code has been upgraded to XHTML.

## 5.0 Liaison Reports

### 5.1 UUP & OLIS—John Schumacher

#### UUP Liaison Report

##### · SUNY Budget

The following is based on the best information available at the time this report was produced.

##### **Good News:**

- ~ Deficits at SUNY hospitals received attention (92.1 million in budget; 92.5 million in HCRA bill; 22 million for Buffalo HSC in HCRA)
- ~ TAP monies were restored in NYS budget
- ~ 2.7 million for EOPs
- ~ 2.42 million for Colleges of Technology
- ~ Funding for a special enrollment initiative at SUNY Maritime
- ~ Increased funding for community colleges
- ~ Early retirement incentive contains the worker replacement language that UUP wanted.

##### **Bad News:**

- ~ Total SUNY budget increased only 1%. That leaves a 4% deficit (due to inflation and negotiated salary increases).
- ~ "Each campus will have to deal with this [deficit] on their own", Chancellor King  
(*SUNY gets 1 percent increase in state aid*, Star Gazette (Elmira), May 22, 2002)

Also see *SUNY left to fill holes created by new budget*, Buffalo News, May 26, 2002:

- "If we thought this year was a tough year," said [NYS] Assemblyman Sam Hoyt, D-Buffalo, "next year, in my opinion, is going to be three times as bad."
- ~ Initially, the promise from SUNY leadership was "no layoffs". This has been hedged to now be – no layoffs of full timers.

- UUP's lobbying efforts advocating for the SUNY budget generated thousands of letters, emails, faxes, petition signatures and personal visits. SUNY

librarian and Chair of the UUP Legislation Committee, Patricia Bentley deserves credit for all of her efforts in this regard.

- The final round of salary increases (for the current contract) occurs this year. Members will be asked for input regarding the next round of contract negotiations. One of the topics will likely be Family Leave.
- Members' input is needed for a Family Leave Survey. Please see <http://www.uupinfo.org/>
- Campus Joint Labor Management Committees for Part-Time Concerns meeting (June 14-15 in Albany)
- Upcoming conference: *The Globalization and Corporatization of the University: How is SUNY Affected and How Should Faculty Respond?* (October 25-26 2002, Albany)  
Contact Stephen Rosow (Oswego, [rosow@oswego.edu](mailto:rosow@oswego.edu)) for more information.

## **SUNY Office of Library and Information Services**

### **SUNYConnect LMS**

- Binghamton, Broome, Cayuga, Fredonia, Morrisville, Onondaga, Oswego, Stony Brook, and Tompkins Cortland are using the ALEPH500 software.
- Cortland is scheduled to "switch to production" June 10, 2002; Herkimer – June 21<sup>st</sup>;  
Upstate – July 9<sup>th</sup>.
- Group3 (Canton, Delhi, Jefferson, Oneonta, Orange, Potsdam, Purchase, Rockland, Stony Brook HSC, Sullivan and Ulster) to begin implementation process in July 2002.
- SUNY versions of various ALEPH500 configuration files (for indexing, web opac, and other configuration tables) are in use. The number of these "template" files is expected to increase over time.
- Work was done to establish ITEC as a SUNYConnect LMS host site.
- Progress on the SUNYConnect union catalog and other consortial aspects of the SUNYConnect LMS has been slower than expected. A test database, shared authority file components as well as work on SUNY-wide circulation policies and procedures are underway, however.
- The OLIS and Ex Libris met at the end of May to discuss ways to augment, facilitate and improve the SUNYConnect LMS implementation process.
- Alfred Ceramics and Alfred University want conversion help migrating from Multilis. The SUNYConnect Advisory Council (S.A.C.) discussed charges to be assessed to non-SUNY and non-LAIP libraries for such services.
- An OLIS-designed and presented "Introduction to ALEPH" class debuted March 26, 2002. Additional courses are being worked on.
- ALEPH-related consulting/workshops, etc: Natalie Sturr (Oswego/OLIS – ALEPH configuration issues), David Nuzzo (U.Buffalo – workflow analysis).

### **SUNYConnect Databases**

· The business database Investext Plus has been made available to SUNY libraries. It is an added functionality of the Gale Business & Company Resource Center as offered through the State Library's EmpireLink program, but is available free only to SUNYConnect participants.

· The SUNY Library Contracts Advisory Team (SLiCAT) has been provided trial access to databases from Ebsco, Gale and Proquest, as well as to a business database called MISER.

- SLiCAT has developed two documents for use in SUNY*Connect* core database evaluation. One is entitled “E-Resource Selection Criteria” and the other is the “Electronic Resource Evaluation Worksheet”.
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- Recent or ongoing SUNY-wide database trials: Britannica Online, The Nation, Modern Language Association (MLA) and Opposing Viewpoints Resource Center
- A list of current journal titles available in full-text from SUNY*Connect* resources is found at <http://www.SUNYConnect.suny.edu/eres/fulltext2002.htm>

### **SFX Linking Software**

- S.A.C. has agreed to a pilot implementation of the SFX software (<http://www.sfxit.com>). Initial implementers are Binghamton, Cobleskill and Fredonia.
- The OLIS is soliciting input from the SUNY library directors regarding their campuses’ level of interest in implementing the SFX software.

### **SUNYConnect Document Delivery Service**

- Nylink is planning on sending out another RFP in this regard. The plan is still to seek a 2002 program start-up.

### **SUNYConnect Shared Remote Storage**

- Consultant Reese Dill went on site visits to the University at Buffalo, Buffalo State, Brockport, Fredonia and Geneseo. Evaluations of storage needs around SUNY are ongoing.

### **SUNYConnect Briefings / Publicity**

- SUNY Council of Library Directors’ Annual Meeting.
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Mr. Carey Hatch, Assistant Provost, Office of Library and Information Services has been meeting with various state leaders regarding library initiatives involving higher educational institutions.

Carey, Ms. Mary Alice Lynch (Nylink) and several SUNY library directors participated in the NYS Regents’ Forum on Enhancing the Academic and Research component of the New Century Libraries Initiative.

- Look for these programs at the SUNYLA Annual Conference:  
"SUNY*Connect* E-Resources: Walking the Tightrope" (Larry Randall) and "The SUNY Union Catalog: Planning for the Future" (Laura Murray)
- For additional information about SUNY*Connect*  
<http://www.SUNYConnect.suny.edu/>  
<http://olis.sysadm.suny.edu/sunyergy/>  
<http://www.SUNYConnect.suny.edu/SUNYConnection/>
- Additional resources:  
“SUNY ALEPH500 Portal” <http://www.SUNYConnect.suny.edu/aleph/>  
SUNYNet Advisory: <http://OLIS.SYSADM.SUNY.EDU/SUNYConnect2/sunynetserv.htm>

### **SUNY OLIS**

- Efforts are underway to re-fill the Systems Database Administrator position. See the link to the job ad on <http://olis.sysadm.suny.edu>

### **5.2 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 attend and participate in most of the conference calls and the Fall Business Meeting and I presented an update on *SUNYConnect* at the Fall Business Meeting.

A report on library initiatives, and *SUNYConnect* in particular, is part of each meeting.

I have used this time to share information on the progress of pilot and Group-2 libraries, specs for PC's, the OLIS/SUNYNet *Service Advisory on Internet/Intranet*, and the project of installing an AT&T line at Oswego exclusively for the use of *SUNYConnect*.

Michael Pisa (Administrative Technologies, SUNY Oswego) is the COA representative to *SUNYConnect* Advisory Council. Mike shares information from SAC with the COA Executive Board.

The biggest projects this year for COA were planning for the SUNY Technology Conference and a major revision of the bylaws. Other issues discussed include SUNY's policies on web accessibility compliance, the use of AT&T lines within SUNY, and HIPAA (Health Insurance Portability and Accountability Act) compliance.

The SUNY Technology Conference will be held June 16-19, 2002 at the Hudson Valley Resort and Spa in Kerhonkson, Ulster County. 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/>.

### **5.3 FACT—Mark Smith**

#### **I. Information Literacy Track at Conference of Instructional Technology**

In July 2001, I made a presentation to the FACT committee regarding SUNYLA efforts and interest in integrating Information Literacy skill instruction into course instruction.

The FACT committee was very receptive to supporting these efforts and immediately recommended an Information Literacy track be formed for CIT 2002 in Oneonta. FACT asked that our organization lead the effort to identify speakers (librarians and otherwise), and presentation topics to comprise this track.

In July, an Ad-hoc SUNYLA committee headed by Katie Loomis (Fredonia) was formed and aligned with the CIT Conference planning committee. Through the work of the committee and conference organizers, an overwhelming response from the library community produced a SUNYLA sponsored conference track of high quality presentation proposals.

The entire FACT committee has expressed their sincere thanks for efforts of our organization and the continued beneficial partnership that grows through such cooperative efforts.

#### **II. FACT Committee Bylaws Developed**

Under the directive and guidance of Tom Neiss: Assistant Provost for Network Technology Services, and Committee Chair Donald Coscia, a set of formal bylaws were developed that firmly establish the roles, guidelines, mission, programs and composition of the FACT Advisory Committee (to be renamed Advisory Council) and the roles of the

campus representatives to FACT. These bylaws will be made available on the FACT web site.

### **III. Sub-Committee Work**

SCAP Committee (Student Computing Access Program) continues to oversee implementation of this SUNY-wide funding program. Although FACT does not assign or determine campus allocations it continues to do the good work of reviewing campus purchases to assure that they meet established guidelines of providing computer related access directly within the reach of students.

The Course Management Systems Sub-committee continues their work in evaluating products and uses of a variety of course management systems in use throughout SUNY. The committee gathers information and data that advise parties throughout the university on issues of CMS implementation. Of late, their work has branched out into hybrid/blended electronic course environments and implementations of supplemental applications

This year, a FACT Academic Software Sub-committee was organized to advise the Provost on recommended academic software products that may be considered for SUNY-wide state contracted agreements.

### **IV. COCIDS (FACT supported grants for Conferences on Computing in the Disciplines)**

The FACT committee voted to provide support funding for the following conferences:

- "Houston We Have a Problem: Integrating Technology into Instruction and Assessment of General Education" sponsored Genesee Community College, June 12-14, 2002
- "Ethical Issues in the Electronic Classroom: Developing and using Responsible Use Policies" jointly sponsored by Binghamton/U of Buffalo in Oct 2002.

### **V. Recipient of the "Friend of SUNYLA" Award**

- The FACT committee is extremely proud to have been named recipient of this year's Friend of SUNYLA Award. The membership of the committee has high regard for organizational efforts and achievements.

*SUNY FACT provides a valuable leadership and advisory role within our university. Additional information regarding the mission and activities of FACT are available from <http://www.fact.suny.edu/>*

### **5.4 SAC—Laura Cohen**

#### **SUNYLA Liaison Report – SUNYConnect Advisory Council (SAC) Annual Report 2002**

This has been another productive year for the SUNYConnect Advisory Council (SAC) and for SUNYConnect itself. SAC continues to meet every six weeks.

As a reminder, we are advisory to Provost Salins. We met with him twice this year to give him a progress report.

In his annual report as liaison for OLIS, John Schumacher has done a wonderful job detailing the accomplishments of the SUNYConnect Project, so I refer you to his report.

I would list these as the notable news items of the year:

1. The completion of the pilot project and move onto the Aleph 500 software by most Group 2 campuses.
2. The growing level of expertise in OLIS about the LMS and the establishment of template files for use across the system.
3. The work toward establishing a relationship with ITEC as a SUNYConnect LMS host site.
4. Work done by SliCAT to identify a core database collection for SUNYConnect and to establish selection criteria.
5. The possibility of implementing the SFX linking software system-wide.
6. Difficulties finding a vendor for a SUNYConnect document delivery service.

My participation in this group continues to be interesting and rewarding. I look forward to fulfilling the second half of my second 2-year term in the coming year.

### **5.5 NYLINK—Kathy Gundrum**

- Nylink is offering new services
- Highsmith—discounts on office supplies
- OCLC Institute—distance learning courses
- The course catalog is coming out soon.
- Trials
  - o Biomed Central
  - o Facts on File
  - o InfoTrieve
- Another Technology Showcase is coming up at the Fashion Institute
- July 1—OCLC will launch its new cataloging interface.

### **5.6 Central NY Library Resources Council (3R's)**

The New York 3Rs Councils (NYTRO) have appreciated the opportunity to share information directly with SUNY Librarians. Over the year, I have presented reports on behalf of Kathy Miller, convener of NYTRO, and the various Council directors. The reports have included information about:

- The Academic Library Directors Conference on November 6 and 7 in Albany NY. The title was "Academic Libraries in the Political World: Strategic Partners for the 21st Century";
- The Rochester Council (RRLC) offering the SUNYLA Continuing Education Courses in the fall of 2001;
- Efforts by the 3Rs directors, academic libraries, and with the State Education Department and State Library to explore expansion of New Century

Libraries legislative package that deals with academic and special libraries. (NOVEL, Academic and Special Libraries Research Initiative, and CCDA);

- Efforts to explore the voluntary statewide pooling of Coordinated Collection Development Aid for purchase of electronic resource(s). The 3Rs Electronic Resources Advisory Group, including several SUNY representatives, met in Albany in March 2002. The resources selected for 2002 included the Nation Archives and EBSCO Subject Area Collections;

- The NY3Rs present "Creating a Culture of Assessment: An ARL Institute." The institute is being hosted by:

- Metropolitan New York Library Council (July 8-9)

- Southeastern New York Library Resources Council (July 11-12)

- Rochester Regional Library Council (July 15-16); and

- The New York 3Rs Councils across the state intend to apply for LSTA funding to allow academic and public research libraries across the state to participate in the Association for Research Library (ARL) LibQUAL+™ Assessment Survey (2003)

## **6.0 New Business**

### **6.1 Aleph Users Group Bylaws – Gretchen Douglas**

Linda Franck (TC3) is working on the bylaws for the Aleph Users Group and they will be finalized by June 6. The question arose as to whether this group should be part of SUNYLA or act as a separate entity. *This was discussed and tabled until the September meeting, by which time the group will have it's bylaws finished.*

### **6.2 Outside Organization Fund Raising—Gretchen Douglas**

A question arose about letting outside groups hold raffles at SUNYLA functions (i.e. in regards to the raffle held by Bibliobuild during the conference). Gretchen wanted to know if there needed to be a change in the bylaws, or if every instance could be handled on a case-by-case basis. Ron Foster moved that the Executive Board consider every instance on a case-by-case basis. Bill Drew seconded the motion. ***Unanimously passed by all present.***

### **6.3 UUP negotiations motion—John Schumacher**

**John Schumacher made a motion to include the following draft in a letter to the UUP bargaining unit for this year's negotiations:**

#### **Whereas**

SUNY librarians were granted faculty status over thirty years ago; and

#### **Whereas**

This has resulted in requirements related to procuring tenure in the areas of increased demands for teaching, research and university service; and

#### **Whereas**

SUNY library faculty generally serve a calendar year appointment in contrast to teaching faculty counterparts serving academic or ten month appointments; and

#### **Whereas**

The salary scale of SUNY library faculty is lower than that of their teaching faculty counterparts; and

#### **Whereas**

Calendar year appointments therefore exacerbate these existing salary inequities; and

**Whereas**

United University Professions' (UUP) contract negotiation process is a matter of establishing bargaining priorities among a number of worthy requests; therefore be it

**Resolved**

That the SUNY Librarians Association Executive Board and Council as a representative of SUNY library faculty strongly urge the United University Professions contract negotiators to bring these issues to the NYS-UUP bargaining table during the next round of contract negotiations; and be it further

**Resolved**

That the SUNY Librarians Association Executive Board and Council as a representative of SUNY library faculty strongly urge UUP to advocate for an academic year appointment for SUNY library faculty

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After much discussion over the wording of the document, the decision was tabled until John could reword the motion and it was put on the agenda for September's meeting.

**6.4 Meeting Dates**

The following meeting dates were set for the executive board (meeting places to be announced):

- „ July 11
- „ September 13
- „ November 15
- „ March to be determined