

SUNYLA EXECUTIVE BOARD/COUNCIL MEETING MINUTES

June 8, 2005

3 p.m.

Annual Conference / SUNY New Paltz

Attending: K. Carney (Ulster); C. Cooper (Finger Lakes); B. Crowell (Alfred); B. Drew (Morrisville); A. Davies (Delhi); K. Davies (Geneseo); D. Eckenrode (Fredonia); M. Eimer (Fredonia); K. Fergen Wilkes (Fredonia); A. Gunning (NYLINK); A. Harrington (Monroe); E. Hart (Fredonia); S. Kraat (New Paltz); G. Leibowitz (Nassau); J. Miller (Adirondack); K. Niider (Optometry); V. Price (Downstate); K. Merrill-Pitcher (Geneseo); A. Perry (Binghamton); Kathleen Quinlivan (Buffalo); M. Smith (Alfred); H. Sternberg (Buffalo State); Jane Verostek (ESF); C. Ward (Binghamton); A. Weiler (Onondaga)

1. Approval of minutes: S. Kraat motioned to accept the minutes and Kathleen Quinlivan seconded the motion. The minutes were approved as submitted.

2. Announcements, correspondence, appointments: Many campuses have welcomed new staff recently: Monroe: Mike McCullough is the new Reference/Collaborative Learning Librarian at the Damon City campus; Old Westbury: Werner Sbaschnik is a new cataloger; Adirondack: Barbara Anderson has joined the staff part-time; New Paltz: Megan Koder came on board in February and Morgan Grenwald is worked half time; Binghamton: Angelique Jenks-Brown is a new Science bibliographer. Geneseo is looking for an interim instructional librarian.

3. Officers' reports

3.1 President-Ellen McCabe

SUNYLA President's Report

June 8-10, 2005

First of all I want to thank you for the privilege of serving you as president of SUNYLA. It has been a more eventful year than I could have imagined. I found myself attending meetings concerning SUNYConnect II, which was also the prime focus of the SUNY Council of Library Directors Annual Meeting in April. I have mixed feelings about having one person represent the voice of an entire group, but I tried to touch on those concerns I felt you would have, during the making of the SUNYConnect II document.

Thanks also go this year to some wonderful people who were instrumental in putting together what promises to be an exciting conference. I especially want to thank Violet Price, our Second Vice President/Conference Chair and her committee for their good work in organizing the conference: Inger Curth, Jeanne Galbraith, Jane Kessler, Susan Kraat, Pat LaCourse, Kate Merrill, and Jack Termine.

Susan Kraat headed up the local arrangements committee, which did such a fine job of putting all the amenities in place for our visit; members are Stephen Macaluso, Valerie Mittenberg, Athena Nazario, Corrine Nyquist, Barbara Petruzzelli, Rus Springer, Elizabeth Strickland. Thank you for all your hard work!

One of the highlights of the annual meeting is the awarding of the Friend of SUNYLA Award. This year it goes to one of our own who has served SUNYLA through her work on and changes to procedures of the Professional development Committee, activities as a Networked resources education Librarian, and presentations and workshops at SUNYLA conferences. This year's winner is Carol Anne Germain. Please help me to congratulate her!

We are privileged to have a fine group of officers for the coming year. Bill Drew will be taking over as President. Karen Coombs will fill his slot as First Vice President/President Elect. Kim Davies has graciously agreed to take over as Second Vice President/Conference Chair. Caryl Ward will continue doing her fine job as Secretary. And Elizabeth Gulasy had agreed to run for

and fill another term as Treasurer. Please welcome them all to their positions for the coming year.

Bill and I both received messages expressing concern for the lack of choice in candidates for the elected offices this year. Unfortunately, if volunteers for these offices don't come forward, there will be no availability of choice. I think that all of the First Vice Presidents in recent years can testify to the difficulty of coming up with even one name for each of the offices. I know that when I was First Vice President I put out calls for volunteers beginning in November of the previous year. When by March, I had no takers; I began calling people to see if I could find someone to serve. Everyone in SUNYLA is busy, but in order to grow as an organization, you have to be ready to get involved.

I want to thank all who responded to my mentoring survey. I am beginning to compile results and I will send the information out to the list when I get it in some kind of order. It has been a great help with my sabbatical project.

Angela Weiler and her committee did a fine job on the creation of a Patron Records Privacy Policy. I know there are a few legal issues to work out, but it is an excellent answer to addressing a difficult situation. Many thanks to Angela for her hard work!

By now you should all have received a copy of the SUNYConnect II Draft document. I hope to open the floor for comments at the SUNYLA conference general luncheon meeting. But if you have comments and are not attending the conference, please get them out to me, Bill Drew, or Andy Perry. You also have a blog available to communicate these comments at <http://sunylablog.blogspot.com/> Many thanks to Bill for setting this up for us. Your input is valued and the SUNYConnect proposals will have a profound effect on the way we operate in the coming years. Please let us know how you feel.

It has given me great pleasure to serve as your President during this past year. I know I am passing the leadership on to good hands and I look forward to many fruitful years ahead with SUNYLA. Enjoy the conference!

Respectfully submitted,

Ellen T. McCabe

3.2 First Vice President-Bill Drew

Report of the First Vice President/President Elect

Wilfred Drew
June 2006

My Goals for 2005-2006

- Provide input to SAC on SUNYConnect II draft.
- Get new SUNY librarians involved in SUNYLA.
- Increase level of participation of all SUNYLA members.

- Change image of SUNYLA from genteel and middle aged to young and edgy.

Election Results

- First Vice President/President Elect - Karen Coombs
- Second Vice President/Program Chair - Kim Davies
- Treasurer - Elizabeth Gulacsy

Bylaw Change: to change the name of the Automation and Technology Committee to the Information Technology Committee -- YES-- 210 votes, 9 Abstentions, 16 No

Participation in SUNYLA

I have heard comments from a significant number of people via various sources and contacts that there is a feeling that SUNYLA is getting too quiet and easy going in its middle age. There have been questions and concerns on why there was only one candidate for each office on the ballot. These are all valid concerns. **Now, how do we change that?**

GET INVOLVED!! You want SUNYLA to be less soft spoken and more edgy? Volunteer to be your local campus representative. Join one of the SUNYLA committees. Participate on the SUNYLA-L list. Don't like e-mail? Look for the new SUNYLA blog that will be available soon. Volunteer to help us "blog" the SUNYLA conference in New Paltz!

Concerned that there were only one person running for each office? **VOLUNTEER TO BE A CANDIDATE NEXT YEAR!!**

SUNYLA is your organization and reflects what efforts you put into shaping how it behaves and responds. If you want to shake things up in SUNYLA, become more active. Volunteer. Join a committee.

3.3 Second Vice President-Violet Price

(REPORT TO FOLLOW)

Violet reported that there were 7 pre-conference sessions scheduled, 18 regular sessions and 8 poster sessions. The keynote speaker will receive a \$1000 honorarium. For the first time, retirees are to be honored at the luncheon meeting with certificates.

3.4 Secretary-Caryl Ward

Caryl reported that the annual elections went smoothly except for a few ballots that had to be invalidated. Included was one that was not signed because the member did not wish to have his/her signature available openly, for security reasons. Council discussed this and, in light of the difficulty reading signatures, agreed that next year's ballots should request that each voter print (rather than sign) his or her name on the back of the large envelope.

3.5 Treasurer-Elizabeth Gulacsy

TREASURER'S REPORT

7/1/04 - 5/15/05

Opening Balance, 1 July 04 15,342.29

INCOME

Associate New	10.00
Associate Renewing	75.00
New	440.00
Renewing	7,475.00
Conference 2004	5,813.50

TOTAL INCOME 13,813.50

EXPENSES

Professional Grant 03-04	-350.00
Professional Grant 04-05	-700.00
Membership Development	-15.77
SCLD Conference	-627.00
Meetings Executive Board	-124.36
Secretary: Postage	-70.45
Chu Scholarship	-912.00
Conference 2005	-2,000.00
<i>Encumbered:</i>	
Friend of SUNYLA	-500.00
Professional Grant	-800.00

TOTAL EXPENSES -6,099.58

BALANCE: 16 May 2005 23,056.21

Respectfully submitted

Elizabeth Gulacsy
SUNYLA TREASURER

4. Committee Reports

4.1 Information Technology-Bill Drew

Bill commented that this committee has been inactive and that it needs people to participate. It was suggested that the committee could look into Federated/Enterprise searching. Bill asked delegates to recommend members.

4.2 Library Instruction-Angela Weiler

SUNYLA Instruction Committee Report SUNYLA Council Meeting – June 8, 2005

March's discussion was about the Educational Testing Service's newly-developed test for Information and Communication Technology skills. The test was developed to use in the assessment of information-related skills, and was discussed on the ILI-L list last fall.

There were only two responses to this query, both from community colleges. They thought that ETS's test was far too complicated and time-consuming to be of any use.

April's discussion was related to the "instant response" systems for classroom use, where students can hit a button to answer questions immediately. Responses indicated interest, but no one on the committee is actually using such a system yet.

However, some committee members have attended presentations on such systems. One campus reported that a textbook publisher (possibly McGraw Hill) provides such a classroom system as an optional service. The company charges students \$3.00 each for a "clicker" and provides the associated software at no charge (after a \$15. per student per semester fee).

May's discussion asked for volunteers to update three Instruction Committee webpages.

Respectfully submitted,

Angela Weiler, Chair

SUNYLA Library Instruction Committee

4.3 Patron Records Policy-Angela Weiler

Following a brief discussion, a vote was taken to accept the Patron Records Policy. (Copy of the revised recommended policy is attached below. Also included is a form for each library to keep in a public area, instructing employees how to proceed should they be asked for information.) The vote was 27 in favor, 1 abstention. M. Smith formally congratulated Angela and her committee for the thorough work on the document. Angela thanked all those who provided information to the committee.

SUNY Libraries

Recommended Library Records Policy

The SUNY libraries are required to comply with a host of federal and state laws regarding third-party access to patrons' personal library records.

(NOTE: See **New York Civil Practice Law and Rules (“CPLR”)- [§4509. Library records](#) and [§2307. Books, papers and other things of a library, department or bureau of a municipal corporation or of the state](#)**)

No personal information of any kind regarding any patron should be released to anyone by a library of the State University of New York, regardless of the requestor's identity or official status, unless a court order or subpoena is presented and has been verified and authenticated by an attorney of the State University of New York.

The SUNY Librarians Association (SUNYLA) recommends that the Aleph patron id removal utility be used at a minimum of once a week. This enhancement to the Aleph 500 LMS was developed by Ex Libris in response to concerns within SUNY regarding the privacy of patron borrowing records.

SUNYLA also recommends that any library print records which contain patron identifying information, such as Internet sign-up sheets, hold lists, etc., be similarly destroyed or “scrubbed” of identifying information on a weekly basis. In addition, the following patron records should be examined for personally identifying information, and such information should be removed, on a weekly basis:

Log files: systems, servers and server proxies, OPAC searches, SFX, ILL programs, virtual reference/chat sessions
Transactions: document delivery, interlibrary loan, electronic reserves, records that support personalized services
Search histories saved beyond a session

Saved searches and sets
SDI profiles
E-mail message files and logs
Public workstations signup sheets
Browsers: caches, history files, cookies, certificates, bookmarks/favorites
Paper sign-up sheets
Licensed services
Shared computer systems and servers
Back-up tapes (local and off-site)
Remote Web sites, including content providers, outsourced Web hosting, proxy servers, etc.
Personalization profiles and other service offers for personal information
Usage statistics
Signed Internet/e-mail acceptable use agreements

Should a court order or subpoena be presented in a SUNY library at any time, the following procedures are recommended:

Student workers should inform their immediate supervisor. On no occasion are student workers authorized, or obliged, to give library information to anyone not currently employed by the Library.

Clerical / Professional Staff and Volunteers should inform the library's director, either in person or by phone. If the Director is unavailable, one of the professional librarians should be informed.

Directors / Librarians are encouraged to do the following:

1. Obtain identification from the law enforcement or other government agent and make a copy or other record of the document.
2. Have the subpoena, court order, or other legal document verified by an attorney of the State University of New York. Obtain advice and counsel from SUNY Legal Counsel as to the appropriate manner in which to respond to the request for information.
3. Unless the law enforcement or other government agent presents a validly issued search warrant, the Library is not required to grant immediate access to the information requested. If a search warrant is presented, ask to have legal counsel (if available) present before the search begins.
4. If the document presented is a search warrant issued under the Foreign Intelligence Surveillance Act (FISA) (USA Patriot Act Amendment), it will also contain a gag order that prevents the Library from disclosing to any third party the fact that the search warrant was served or that records were produced pursuant to the warrant. Upon presentation of such a warrant, however, Library staff may still consult with appropriate Library officials and SUNY Legal Counsel.

5. In the event the document presented is in the form of a subpoena, consult with SUNY Legal Counsel to both determine that the subpoena was validly issued and for advice on how to respond pursuant to CPLR § 2307.

Additional Information:

Patriot Act

Provisions specific to the Patriot Act:

- Gag order – Library staff cannot disclose a request for personal information under the Patriot Act, either to the patron in question or to anyone else (other than necessary library staff and legal counsel).
- Requests for information under the Patriot Act are search warrants, so all Patriot Act requests must be executed immediately. You can ask for time to verify the document, but a requestor with a search warrant is not required to grant such a request.
- Section 215 of the Patriot Act ("Access to Records") allows an FBI agent to obtain a search warrant for "any tangible thing"; this includes digital information.
- Patriot Act requests for any person's personal information can be obtained simply on suspicion of terrorism-related activities; "probable cause" is no longer required.

For Further Information:

ALA:

Law Enforcement Inquiries: Guidelines for the Library and its Staff

<http://www.ala.org/ala/oif/ifissues/confidentiality.htm>

Patriot Act – full text:

<http://thomas.loc.gov/cgi-bin/query/z?c107:H.R.3162.ENR>:

_____ **Library**
Library Records Policy

As a state institution, _____ Library is charged with upholding section 4509 of [New York Civil Practice Law and Rules](#) (“CPLR”) regarding patrons’ library records.

Therefore, no personal information of any kind can legally be released to anyone by the _____ State College Library, except as may be necessary for the proper operation of the library, regardless of the requestor's official status, unless a court order or subpoena is presented and has been verified and authenticated by an attorney of the State University of New York. In addition, such records should only be released by the person in charge of such library, or a designee of such person.

Should a court order, subpoena or other legal document seeking access to Library Records be presented in the _____ Library at any time, the following procedures are to be followed by all staff:

1. Inform the Library Director, either in person or by phone.
2. If the Director is unavailable, inform the _____ Librarian.
3. If the _____ Librarian is unavailable, inform one of the other professional librarians.
4. Do not provide the information that is being requested without consulting a Library Official and/or SUNY Legal Counsel as provided in these guidelines.
5. If a law enforcement officer or other governmental agent presents a court order, subpoena or other legal document seeking access to Library records after hours or on weekends, call

_____ where someone will be designated to handle the request.

6. All law enforcement or other government agents should be asked to provide proper identification and a copy or other record of this information should be made.

7. The Library Director or other official to whom this matter is referred as set forth above should immediately contact SUNY Legal Counsel so that an opinion may be provided as to the legal sufficiency of the court order, search warrant, subpoena or other legal document presented and to provide advice and guidance on the manner in which the Library should comply, if at all, with such documents.

8. If the SUNY Legal Counsel who normally represents the campus is not immediately available, and the federal law enforcement agent or other government official is demanding immediate compliance with the request for information (e.g., with a search warrant), contact the SUNY System Administration Legal Office at (518) 443-5400 or, if after hours, Public Safety, for assistance.

9. In the event the law enforcement agent or other government agent presents a search warrant issued under the Foreign Intelligence Surveillance Act (FISA)(USA Patriot Act Amendment), the search warrant will likely contain a gag order that prevents Library staff from disclosing the fact that such a warrant was served or that records were produced in accordance with the warrant. In these circumstances, do not disclose this information to anyone other than appropriate Library officials and SUNY Legal Counsel.

Student workers who are asked for records should immediately inform either the [*senior circulation worker title*] or the [*non-student circulation worker title*] who is on duty.

New York Civil Practice Law and Rules:

[§4509. Library records](#)

§2307. Books, papers and other things of a library, department or bureau of a municipal corporation or of the state Issuance by court.

4.4 Membership Development-Kim Davies

Membership Development Committee



Annual Report: June 6, 2005

Membership: As of June 6, there are **350** SUNYLA members; **42** of whom are first-timers and **6** of whom are associate members. As has been recognized in past years, the MDC would like to award a number of campus delegates with a certificate of honor for achieving the highest numbers of SUNYLA members within their institution. An excel spreadsheet of the celebrated individuals and their accomplishments for the year is included with this report. These delegates will receive their certificate after this year's annual conference in New Paltz. Congratulations to each of these delegates and many thanks to all other campus delegates who continue to encourage their colleagues to join SUNYLA year after year!

Change in MDC leadership: Beginning July 1, 2005, Nancy Greco (SUNY Geneseo) will take over as Chair of the Membership Development Committee. Nancy will be looking for members to work with her on the MDC. For more information, please contact Nancy at greco@geneseo.edu.

It has been my pleasure to serve as MDC Chair for the past five years and I wish Nancy and her newly formed committee much luck in the coming years. I am sure that they will breathe new life into this important role within SUNYLA. Any work and success that has been accomplished within the past few years could not have been done without the hard work and dedication of current and past MDC members. Many thanks to Kadri Niider (Optometry), Kate Merrill-Pitcher and Nancy Greco (Geneseo), Emily Hart (Fredonia), Sharon Malecki (Finger Lakes CC), Heather Munger and Wil Prout (formerly of the Health Sciences Library at UB), Adrienne Furness (formerly of Genesee CC), and Linda Whang (formerly of Binghamton University).

Respectfully submitted,

Kimberly Davies, Chair of MDC

4.5 Professional Development- Alice Harrington



Professional Development Committee Annual Report June 2005

Friend of SUNYLA Award Sub-Committee (Chair: Jerry Burke - Albany)

Carol Anne Germain (Albany) will receive the Friend of SUNYLA award at the annual luncheon meeting on Thursday, June 9th. Congratulations, Carol Anne!

Sylvia Chu Memorial Scholarships Sub-Committee (Chair - Carol Anne Germain)

The Sylvia Chu Memorial Scholarships provide financial assistance to new SUNYLA members to attend our annual conference. The awards cover registration fees, conference meals and one pre-conference continuing education session. This year, the committee awarded eight scholarships. The names of the recipients will be announced at the annual luncheon meeting. Please congratulate and welcome them to SUNYLA.

A biographical article about the late **Sylvia Chu** (Oswego), written by **Carol Anne Germain** and **Alice Harrington** (Monroe), appeared in the Spring 2005 SUNYLA newsletter.

Grants Sub-Committee (Chair: Marianne Muha - Buffalo State)

This year, the Grants Sub-Committee received what appears to be a record number of proposals. They are as follows:

- **Eileen O'Hara** (Brockport) presented a poster session, "Eliminating EReserves: One Library's Experience", at the 2005 ACRL National Conference in Minneapolis in April. The session illustrated Brockport's integration of electronic reserves with ANGEL.
- **Debra Kimok** (Plattsburgh) will attend the 2005 Modern Archives Institute in Washington, D.C. in June. The program, sponsored by the National Archives and Records Administration and the Library of Congress, introduces participants to archival theory and practice along with other responsibilities of archival work.
- The committee awarded **Daniel Kissane** (Oneonta) a grant to partially fund his trip to the 2005 ALA Mid-Winter Meeting. He was a member of their Pre-Conference Planning Committee. Upon his untimely death in November, the SUNYLA Executive Council agreed to donate the money intended for this grant to his memorial. Dan was an active member of our organization and will be greatly missed by his colleagues at this year's conference.

- **Marianne Eimer** (Fredonia) co-presented “A Model for Promoting Active Learning and Information Literacy Skills in Large and Small Classes” at the 2004 European College Teaching & Learning Conference in Edinburgh, Scotland.

Continuing Education Program

The topic of this year’s professional development continuing education workshop is leadership. **Debby Emerson** (Rochester Regional Library Council), **Melissa Jadlos** (Geneseo) and **Diane Riley** (Nazareth College, Rochester) will facilitate a three-hour session based on skills they developed through their active participation in the Rochester Regional Library Council’s Leadership Institute. The abstract of the presentation is as follows:

Libraries are threatened by reduced funding, challenges from competing services, and the perception of irrelevancy in an Internet age. If library services are to grow, change and thrive, it is clear that the profession needs individuals that practice leadership behaviors in their everyday work lives. The Rochester Regional Library Council's Leadership Institute teaches participants leadership skills identified by Barry Posner and Jim Kouzes, authors of the best-selling book The Leadership Challenge, as the five essential behaviors of leaders: model the way; inspire a shared vision; challenge the process; enable others to act and encourage the heart.

Respectfully submitted,
Alice Harrington, June 2, 2005

Alice reported that Carol Ann German had suggested awarding a prize to the best poster session in order to encourage participation. Council agreed that this was a good idea, and that it should be a monetary prize. Alice also raised the issue of naming a grant for the late Dan Kissane. Council liked this idea very much and asked the Professional Development Committee to develop criteria, create a proposal and present it at the next meeting.

4.6 Personnel Policies-Ron Foster

Personnel Policies Committee Report

June 8, 2005

Web Site

I updated the committee’s web site -- <http://sunyla.sunyit.edu>. I added a counter to the Salary Survey page, added committee reports, and simplified the overall design of the site.

Exit Survey

I updated the SUNYLA Exit Surveys summary to include data from 2004, notified the listserv and posted the report to the committee’s web site. I posted a reminder about the Survey to the listserv in early May and had a reminder printed in the May SUNYLA newsletter. I have received three Exit Surveys so far this year.

Salary Survey

I distributed one electronic copy of the 2002 Salary Survey to a member.

Report Respectfully Submitted by:

Ron Foster, Chair

4.7 Publications & Communications-Jenny Baker

SUNYLA Publications Committee

June 7, 2005

- Current committee members include Ellen McCabe (Cortland), Dawn Eckenrode (Fredonia), Kerrie Fergen Wilkes (Fredonia), Lori Annesi (Monroe CC), and Jim Coan (Oneonta). Gerald Leibowitz and Jenny Baker Arbelo served as co-chairs this year.
- Gerald took over as editor of the SUNYLA newsletter and co-chair of the Publications Committee in early April.
- Jenny is stepping down as co-chair of the committee, but will still serve as a member. So, we are looking for a volunteer to co-chair. Anyone interested should please contact Gerald. Hard copies of the newsletter will continue to be printed and distributed from the Brockport campus.
- Three newsletter issues were produced this academic year, in October, February, and May. They were sent as a color PDF to the listserv, as well as hard copies delivered by mail to campus delegates. Feedback we received on the electronic copy was positive.
- The deadline for the next issue of the newsletter is September 15. Please send items to Gerry at leibowg@ncc.edu.

Thanks.

Gerald Leibowitz, Nassau Community College leibowg@ncc.edu (516) 572-7442
Jenny Baker Arbelo, SUNY Brockport jbaker@brockport.edu (585) 395-2151

Council discussed the pros and cons of publishing the SUNYLA newsletter electronically. G. Leibowitz gave a summary of the publication process which culminates in print publication and distribution as well as posting the newsletter to SUNYLA's web page. While an electronic only format would be financially advantageous, and much less labor intensive, the group agreed that the newsletter serves as a PR tool and that eliminating print copies was not in the best interest of the organization.

4.8 4.8 Web Manager-Wendy Ackerman

There was no report.

5. Liaison Reports

5.1 COA-Mark Smith

COA Liaison Report

June 2005

Mark A. Smith

SUNY Ceramics

- SUNYLA information has been updated on the new COA website. Our conference is now listed, as is our website.
- COA co-sponsors an annual conference for Campus Computing Services called the SUNY Technology Conference (STC). This years conference is on June 12-15: At the Hudson Valley Resort, Kerhonkson, NY. Conference information is found at <http://www.stc.suny.edu/>
- Introduced the potential of cross-presenting at each others conference in 2006 – perhaps on a topic such as Library/Computing Services Relationships. If anyone is interested in working up a presentation for STC 2006 please contact me. I will give you information.

Discussion point:

SUNYLA's relationship with COA has been fairly minimal and peripheral in the recent past in spite of best efforts of our COA liaisons.

With the development of teaching and learning arms of campus computing infrastructures, the growth of FACT and CIT, the prevalence of vendor hosting services, and adoption of ITEC hosting services of so many SUNYConnect resources, it appears that our actual intersection of mutual interest have diminished over years. Much has changed in our computing landscape since we initiated this relationship on with COA many years ago.

I have solicited the COA board for their thoughts on how we might assist each other in our work and how we might build a closer relationship. I have received little response. As one effort, I have started discussion on cross presenting at each other's conference. However, at this juncture, I would be interested in having a short discussion with the council re-examining and/or reaffirming the value and interest of the SUNYLA/COA relationship.

5.2 FACT-Michael Morin

There was no report.

5.3 SAC-Andy Perry

SAC Liaison Report to SUNYLA Council

June 7, 2005

SAC has met on a monthly basis. Most recent meeting was held May 25. The next meeting will be held June 15 and will include a meeting with Provost Salins.

Major issues:

- Completion of SUNYConnect II Plan
- Financial Plan

- Universal Borrowing/Union Catalog
- Group 9 schedule and version 16 upgrades
- Performance issues with Ex Libris and the gap between SUNY's expectations and what is delivered.

The SUNYConnect II Plan was featured at the SUNY Council of Library Directors meeting April 13-15 in Saratoga Springs. Comments from that meeting have been incorporated in the version of the Plan now being discussed at SUNYLA.

The Plan will be presented at SUNYLA and comments will be included in the version of the document given to Provost Salins.

June 15 will be the last SAC meeting for the summer and the last one for meas SAC liaison.

Respectfully submitted,
Andy Perry

5.4 NYLink-Kathy Gundrum

SUNYLA Executive Board/Council Meeting Report from Nylink, submitted by Kathleen Gundrum/Ann Gunning June 2005

General Announcements

The first **Nylink Achievement Awards** were presented to Nylink members at an inaugural ceremony during the 2005 Nylink Annual Meeting in Saratoga Springs on May 5. Among the recipients was **State University of New York at Geneseo, Milne Library**, recipient of the Nylink Achievement Award for Innovation in Technology, Resource Sharing and Library Cooperation for its leadership role in Development of Interdependent Information Delivery Services among Participating SUNY Four-Year College Libraries: A Pilot Project. Additionally, certificates were presented to the 37 founding members of Nylink, which included 20 SUNY institutions. [See our web site for additional awards information!]

Nylink's **statewide delivery service**, LAND [Libraries and Nylink Deliver], celebrated two years of service in January 2005. There are currently 80 LAND participants. Thank you to SUNY libraries and staff for your support of LAND!

Over the summer months, Nylink is transitioning its **web site address** and staff email addresses from nylink.suny.edu to nylink.org. Currently, access our web site from <http://nylink.suny.edu> or <http://nylink.org>. When contacting staff, continue to use nylink.suny.edu, and watch for an announcement with new staff email addresses this summer!

Nylink once again served as the New York statewide representative for the **National Center for Education Statistics [NCES]** to assist them in supporting the NCES Academic Library Survey for fiscal year 2004. At the end of the survey completion period,



209 academic libraries in New York, out of an eligible 261, completed the survey. Statistical information about libraries is located on the NCES web site at <http://nces.ed.gov/surveys/libraries/index.asp>.

In 2004/2005, Nylink welcomed several **new staff members**:

- Jessica Geyer joined the Nylink business office as Accounting Assistant.
- Steve Jeffes is Nylink's Educational and Consulting Services Coordinator.
- Dan Towne joined Nylink's Cooperative Services unit as a Cooperative Services Librarian.
- Luke Williams is our most recent hire. As Information Technology Specialist, Luke assists with desktop support, server maintenance, and database development.

The **2006 Nylink Annual Meeting** takes place May 1-2 at The Gideon Putnam Hotel in Saratoga Springs.

Educational Services

Enrollment is open for Nylink classes being offered through December 2005! Get detailed course descriptions on the Nylink web site at <http://nylink.suny.edu/training.htm>. New class topics include advanced CONTENTdm, focus groups, strategic marketing, effective presentations and scenario planning! Contact Steve Jeffes, Nylink's Educational Services and Consulting Coordinator [jeffess@nylink.suny.edu], to request customized training, or if you are interested in becoming a Nylink instructor and assisting in building the "Nylink Collaborative Training Network."

In addition to our classes, Nylink is planning a number of special events and programs for the fall.

Nylink will offer the Library of Congress Basic Subject Cataloging Using LCSH workshop October 15 and 16 at the Central New York Library Resources Council in Syracuse, and is planning courses and seminars on fund raising for academic libraries, project management, and weeding library collections.

The **Nylink Information Showcase** takes place November 17, 2005, at the Sheraton Syracuse University Hotel & Conference Center.

Products and Services

IMPORTANT RETIREMENT DATES FOR OCLC PRODUCTS!

- **July 1, 2005:** OCLC retires **CatME, CJK** and **Arabic** cataloging interfaces. All users of these interfaces must migrate to the Connexion browser or the Connexion client.
- **September-December 2005 timeframe:** OCLC retires **Passport for Union Listing**. Union listing functionality for maintenance of local serials holdings data will move to the Connexion browser interface.

More information can be found on the OCLC web site:

<<http://www.oclc.org/connexion/migrating/>> for cataloging and

<<http://www.oclc.org/ill/migration/default.htm>> for ILL.

New product! OCLC's new WorldCat Collection Analysis Service allows libraries and/or groups to extract information on the age and subject content of a collection, review collection gaps and overlap with others, generate lists of uniquely held titles, and more – based on holdings in WorldCat. More information and a demo are available at <http://www.oclc.org/collectionanalysis/default.htm>. Pricing and other information are available from Donna Dixon at Nylink (dixond@nylink.suny.edu).

Open WorldCat has become a permanent program, allowing libraries with holdings in WorldCat to have their holdings discoverable through Google, Yahoo and other sites. Through June 30, 2005, all libraries with WorldCat holdings will be included, unless they decline participation. After June 30, libraries must have a subscription to WorldCat on FirstSearch in order for their holdings to be displayed.

Visit <http://nylink.suny.edu/coop/default.htm> for a current list of products available via Nylink's **Cooperative Services program**, and to sign up for trials. In addition to electronic resources and databases, take advantage of discounts on office supplies from Gaylord and Highsmith, and special pricing for Nylink members on these services:

- **Centurion Technologies**, offering a comprehensive suite of computer drive and data protection hardware and software to institutions that make Public Access Computers (PACS) available to users. For more information, see <http://nylink.suny.edu/coop/centurion.htm>.
- **MITINET:** MARC Wizard, MARC management utilities and databases, offering discounts for the MARC Wizard, a set of MARC record management utilities and databases. With MARC Wizard, you can create MARC records, edit existing records, batch-screen records for errors and omissions, and print cards and labels. See the MITINET web page at http://www.mitinet.com/nylink_info_mitinet_3.htm for more information about the MARC Wizard suite, or <http://nylink.suny.edu/coop/marcmag.htm> for discount details.

Visit the Nylink web site at <http://nylink.suny.edu>.

Thank you to SUNY libraries for your continued support of Nylink!

5.5 NY3Rs- Nancy Howe

There was no report.

5.6 OLIS-John Schumacher

There was no report.

5.7 UUP-John Schumacher

There was no report.

6.0 New Business

B. Drew reported that SUNYAUG Chair and Treasurer positions will be open soon. Delegates were asked to contact Marianne Hebert about possible sessions for the October 14 meeting.