

## SUNYLA Executive Board/Council Meeting

Friday, November 16, 2007  
Onondaga Community College

**Attending:** R. Foster (Utica), A. Perry (New Paltz), S. Perry (Brockport), K. Pitcher (Broome), J. Yaples (Binghamton), A. Davies (Cobleskill), L. Rath (Oneonta), W. Ackerman (Upstate), K. Pitcher (Geneseo), D. Mohr (Monroe), J. Petrick (Alfred), J. Iannello (Delhi), M. Wildman (Cayuga), D. Harms (Cortland), E. McCabe (Cortland), J. Rogers-Urbaneck (Potsdam), R. Leon (Potsdam), L. Charbonneau (MVCC), A. Weiler (OCC), K. Shockey (Oswego), C. Cooper (Fingerlakes), S. Macaluso (New Paltz), E. Hart (Oswego), J. Schumacher (OLIS), K. Fujiuchi (Buffalo), M. Devereaux (Cayuga). **Recording Secretary:** M. Hebert (Potsdam).

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### [Old Business](#)

### [New Business](#)

- 7.1 Library Representative to University Faculty Senate Ad Hoc Ethics Committee

**Approval of the Minutes:** J. Rogers-Urbanek moved to approve the minutes of Sept 14, 2007. Minutes were approved unanimously.

**Announcements:**

**Delhi** – Library is undergoing a library assessment.

**Cayuga** – A search is open for a part-time Reference Librarian.

**Cortland** – Currently has an opening for a supervisor for Bibliographic Services and Circulation.

**Mohawk Valley** – Currently has an opening for a part-time Evening Librarian.

**OCC** – A new circulation desk was recently installed.

**Oswego** – They have filled their Head of Access Services position. The search for a Collection Development position continues.

**Finger Lakes** – The President of the College is being housed in Library spaces temporarily while his offices are being renovated.

**Utica** – A search is underway for a full time Circulation clerk.

**New Paltz** – An Information Commons project study is in progress.

**Brockport** – Several searches are underway: Library Director, Digital Services and Systems Librarian, and Head of Integrated Public Services. The campus help desk has been relocated to the Library.

**Cobleskill** – A new college President has been hired. The name is scheduled to be announced Nov. 27th.

**Broome CC** – Recently hired a part-time Reference Librarian.

**Binghamton** – Recently hired a new Engineering Librarian. Technical Services has a new unit: Electronic and Continuing Resources.

**Oneonta** – The College President has announced his retirement and a search will commence soon. The Library is creating a Learning Commons and revamping their periodical area.

**Upstate** – Library renovations to add a new computer lab begin in June. A search for a new librarian will be announced soon.

**Geneseo** – Recently hired an Associate Director and a part-time Reference Librarian. They have received an IMLS for the IDS project.

**Officer Reports**

**President - Joe Petrick**

Joe reported on the progress on merging the SUNYLA Constitution and Bylaws. Radical changes may impact our tax exempt status. Joe suggested that we change the duration of the terms of officers. Consensus of the board was to keep the current terms of office, but to try to engage more membership participation. It was decided to appoint an Ad Hoc Committee consisting of the Executive Board to look at Constitution and Bylaws changes. Joe will call a meeting of the Ad Hoc Committee.

There was brief discussion of the situation with the SUNYLA archives which are currently being housed in off-site storage at the University of Buffalo. It was decided to create a working group to address the disposition of the archives. Interested parties should contact Joe off list.

SUNYLA President's Report  
November 16, 2007

Over the past few months I have expressed concerns about the SUNYLA administrative documents. I've started a blog (<http://sunylabylaws.blogspot.com/>) to discuss these issues and to get feedback on them. Some of the points of interest include (but are not limited to) the following:

Does the organization want to consolidate its administrative documents? Should the Constitution and Bylaws be merged into one document, per *Robert's Rules*?

Does SUNYLA want to revise the objectives of the organization?

Does the group want to revert to the practice of category representation, or remove category representation from the Bylaws?

Is there any interest in changing the terms of officers and allowing officers to succeed themselves, with a view to making it easier to find officers?

How is the issue of the Archives to be resolved?

I look forward to discussion of these issues.

I attended the SUNY Council of Library Directors (SCLD) meeting at SUNYIT in September. This meeting was in addition to the annual meeting held in the Spring, and was called largely to discuss SCLD's mission and vision. One of the statements that the directors formulated as an idea to replace their current mission statement is the following:

SCLD is the strategic and policy-making body of SUNY libraries that works to assure the highest quality, cooperative [or "shared"] library resources and collaborative library services for SUNY students, faculty, researchers, staff and the economic development community in order to support a world class university.

In addition to discussions of the organization's mission statement, Carey Hatch gave a presentation on the Digital Library Initiative that SUNYLA had endorsed at its September 14, 2007 meeting. It will be recalled that the proposal had been developed by the SCDL, in conjunction with the SUNYConnect Advisory Council (SAC). The SUNY University Faculty Senate also endorsed this initiative at its plenary meeting at SUNY Cortland on October 17.

We look forward to seeing whether the initiative is included in the Governor's budget request, and also look forward to the report of the Governor's Commission on Higher Education.

Respectfully submitted,  
Joseph Petrick

**First Vice President** – Dan Harms  
[There was no written report.](#)

**Second Vice President - Darryl Coleman**

There was no written report.

**Secretary – Marianne Hebert**

There was no written report

**Treasurer – Jenica Rogers-Urbaneck**

There was brief discussion of the past practice of creating subsidiary checking accounts. Jenica reported that the last auditor could not complete the audit because there was insufficient documentation (i.e. a lack of receipts and invoices) of how money was spent. There was consensus that invoices and receipts are required for all expenditures. Jenica will coordinate the process with the committee chairs who manage sub-accounts. \$ was approved for Carol Anne Germain's son who passed away recently.

**Inflow/Outflow Summary**

7/1/2007 Through

9/13/2007

Category Description	7/1/2007- 7/31/2007	8/1/2007- 8/31/2007	9/1/2007- 9/30/2007	OVERALL TOTAL
<b>INCOME</b>				
Initial Deposit	2,000.00	0	30,638.22	32,638.22
<b>Membership Dues</b>				
Associate New	0	20	0	20
Associate Renewing	0	25	0	25
SUNY New	0	70	20	90
SUNY Renewing	250	2,260.00	875	3,385.00
TOTAL Membership Dues	250	2,375.00	895	3,520.00
TOTAL INCOME	2,250.00	2,375.00	31,533.22	36,158.22
OVERALL TOTAL	2,250.00	2,375.00	31,533.22	36,158.22

Report generated from Quicken 9/13/2007, J. Rogers-Urbaneck

**Committee Reports**

**Information Technology Committee – Bill Drew**

There was no written report. It was suggested that the IT Committee could be folded into LiSUG. This would require a Bylaws change. A formal proposal needs to be presented to the Council.

**Library Instruction Committee – Rudy Leon**

Library Instruction Committee report  
November 15, 2007

The conversation for mid-September through the end of October was committee/list members introducing ourselves. The Chair hoped that all subscribed members would introduce themselves online and hoped to get a sense of involvement and current concerns from those introductions.

In mid-October, the committee was provided with a two week warning, wherein members who had not introduced themselves would be considered inactive and removed from the committee. The committee is now 16 members.

There is evidence that most members view the committee as a discussion list and not as a committee, even among the remaining membership. This will be the biggest challenge to this year's plan:  
Brainstorm ways to reinvigorate the committee, make committee membership useful, and make LIC useful to instruction librarians in SUNY  
Select a manageable numbers of items to implement  
Implement the selected tools, strategies, events, etc.

**Library Software User's Group – Andy Perry**

[Andy reported that there was approximately \\$260 left from the October conference. The conference was organized with no meetings or conference call, just the conference wiki and email list. They are seeking a host for the next conference.](#)

To: SUNYLA Executive Council  
From: Andy Perry, Chair, SUNYLA LiSUG Committee  
Date: November 12, 2007  
Subject: Report from LiSUG Committee

The LiSUG conference was held on Friday October 5, 2007. There were 112 attendees out of 113 who registered. The evaluation showed that most of those attending were happy with the content and venue. The conference even spawned a pre-conference ILLIAD workshop which 20 attended which was as many as could be accommodated.

Most appreciated the fact that the conference had been expanded beyond aleph. I did see a comment though that suggested that future events might want to consider somewhat more focus since otherwise, there would not be enough content in any one area to make it worth attending. Next year, since aleph implementation will stop with version 18 for the shared server campuses and since aleph will be administered in a more standardized way, there will most likely be less need to present as much about aleph as in past LiSUG/SUNYAUG events.

The LiSUG Special Interest Groups proved logistically difficult to organize during lunch. Several SIG tables were organized including "social networking" and "library website" groups. The SIG discussions that did happen were well received.

The Q & A session at the end of the conference led to appointment of a small task force to develop specifications for the aleph version 18 webOPAC. These are due to the LiSUG Steering

Committee by November 26. We expect to share them over the LiSUG discussion list and then to present them to OLIS by November 30.

Peter Barvoets, conference chair, found that although the October 5 date was popular with attendees, the fact that classes were in session that day made putting on the conference much harder.

Here is the event accounting so far:

- Food: \$1,787.50
- Printing: \$122.08
- Campus map (printed separately): \$11.66
- Paper for map: \$10.03
- Stamp for checks: \$8.80
- Total: \$1,940.07

There may be a small additional cost for opening the bank account and getting checks for the account which is probably less than \$20.00

The LiSUG Steering Committee does not have a plan yet for the next event. It has been suggested that a focused discussion event might be a good follow-up. Rather than a presentation format, it would be a group of participants who would collectively discuss a topic and summarize the discussions and outcome.

The LiSUG discussion list has been relatively active and there have been some discussions on the LiSUG library web developer list. Although the conference was a big success, it is not clear whether LiSUG will flourish as a cohesive group outside of the conference.

Respectfully Submitted,

Andy Perry

## **Membership Development Committee – Emily Hart**

Membership Development Committee Report  
November 16, 2007

### **Membership Statistics:**

As of November 14<sup>th</sup>, 2007, there are 226 members in SUNYLA, including 18 new members and 4 associate members. Of the 226 members, 35 of the 66 delegates are currently members.

### **Committee Members:**

- Emily Hart (MDC Chair) – Oswego State
- Carol Anne Germain - Albany
- Wendy West - Albany
- Jill Yaples – Binghamton
- Lisa Forrest – Buffalo State
- Ken Fujiuchi – Buffalo State
- Dan Harms – Cortland State
- Sharon Malecki – Finger Lakes CC
- Cindy Francis – Genesee Community
- Kate Pitcher – Geneseo
- Kim Davies Hoffman – Geneseo
- Katie Donahue – Hilbert College (Associate Member)
- Colleen Dippold – Hilbert College (Associate Member)
- Jenica Rogers-Urbanek - Potsdam
- Darren Chase – Stony Brook
- Logan Rath – Oneonta
- Wendi Ackerman - Upstate
- Dawn Eckenrode – Fredonia
- Heather Whalen Smith – New Paltz

### **Delegate Updates:**

An E-mail notice is being drafted to be sent out to the delegates, which will include information about delegate duties, current membership statistics, updates to membership policies, along with future directions for membership and delegate involvement.

### **Membership Proceedings:**

The in-person meeting of the Membership Development Committee was pushed back to December 17<sup>th</sup>, due to the conflicting schedules of the members on our committee. The meeting will be held at the SUNY Training Center in Syracuse from 11am – 3pm.

Please see the attached list of subcommittees and the goals and priority items that each will be addressing. The subcommittees will consist of members from the larger membership committee. If anyone is interested in participating on one of the subcommittees, please let me know. A series of proposals have been drafted regarding membership policies and procedures that will be distributed at the Executive Board meeting prior to the council meeting on November 16<sup>th</sup>.

Updates to the Membership Database and communication with our new SUNYLA treasurer regarding procedures for processing membership applications are ongoing.

The second batch of membership cards was sent out this week for members who submitted their applications during the months of September and October. The current turnaround rate for processing the applications is approximately a month to a month and a half.

Respectfully Submitted By:

Emily Hart, Membership Development Committee Chair

## **Membership Development Committee Meeting Agenda – December 17, 2007**

Prior to the meeting, members will have chosen one of the following subcommittees: (I've identified a few of the priority items that I'd like each of the subcommittees to address, which will help you understand what the role of each subcommittee will be).

Everyone will have the option of working on the conference planning subcommittee.

### **All Members: Membership Social/conference**

Ideas for Membership Social (ex. games & desserts)

New member activity

New member gathering or SIG

Delegate awards

Giveaways/prizes

### **Subcommittee 1: Policies and Organization**

Renewal dates (fiscal year vs. conference registration)

Membership cards

Membership database & membership directory

Membership policies (ex. Delegates)

(Emily, Jenica Rogers-Urbaneck, Wendi Ackerman, Logan Rath, Dan Harms, ???)

### **Subcommittee 2: New Members**

Publication or advertisement to give to new members when they join (keeping it updated/distribution/location)

Means of communication b/t new members

Easy way to send updates and notices

Contact SUNYLA committees for descriptions of the committees, updates on projects, size of committee, need for input, openings on committee

Other initiatives for new members

Outreach to library schools

### **Subcommittee 3: Marketing/Web**

Mission statement for the membership committee/SUNYLA

Updated information about the committee

List of benefits for members new/renewing

Solution for keeping website and info up-to-date

Purpose/goals for the website

Communication with other committees, web master, council

### **Subcommittee 4: Renewing Members/Delegates**



Investigate partnerships with NY State organizations for reciprocal benefits for members (reasons to make people want to pay their dues other than obligation and the one time conference discount)

Other opportunities/incentives for renewing members

Giveaways from vendors

Improved communication with delegates – how to keep them involved and up-to-date

Delegate training, rewards, opportunities

If you have questions about the focus of the subcommittees, please let me know.

Please to respond by (Wednesday, November 21, 2007) with your choice of subcommittee(s). Also, if you haven't responded as to whether or not you'll be able to make the meeting, please let me know.

Once the subcommittees are formed, I'll be sending out several tasks for each group to complete before our meeting on December 17<sup>th</sup>.

Thanks,

Emily Hart  
MDC Chair

## **Personnel Policies Committee – Ron Foster**

Personnel Policies Committee Report  
November 16, 2007

### **1. The Committee**

The Committee held a one-and-a-half-hour conference call on Tuesday, October 30, 2007. The members of the committee are: Holly Heller-Ross (Plattsburgh), Ellen McCabe (Cortland), Corinne Nyquist (New Paltz), Joe Petrick (Alfred), Lori Gluckman Winterfeldt (Maritime) and Ron Foster, chair (Utica). Minutes of the meeting are included with this report.

#### Highlights:

1. Lori Winterfeldt is scheduled to attend a meeting of the Library Association of the City University of New York (LACUNY) as our ad hoc liaison, and as this report is being written, we hope that SUNYLA can host a guest from downstate who can tell us about their equity issues.
2. Survey: the Committee will be surveying delegates to determine certain facts regarding the terms and conditions of employment in SUNY libraries. A draft of this survey is attached for your information. (Please do not complete this draft version!)
3. Professional obligations: the Committee hopes to bring forward information to help clarify this complex issue.
4. Director evaluations: Utica is proceeding with its new policy on the evaluation of academic administrators, including the Library Director. More information will be coming later.

## **2. Web Site**

The committee's Web site [www.sunyla.org/ppc] was updated September 24th. The counter on the 2006 Salary Survey page was at 644 on November 9, 2007, up from 597 on September 7, 2007.

## **3. Exit Surveys**

Nineteen SUNYLA Exit Surveys have been received so far this year. A reminder will be sent out on the listserv in early December. A summary (1995-2006) is on our Web site.

Delegates: please encourage separating librarians to complete the exit survey. It is available on the committee's Web site both as an online form and as a pdf that can be printed out and mailed in. The form may be submitted anonymously in either format. You don't need to be a SUNYLA member to complete an exit survey.

Submitted by:

Ron Foster, Chair

## **PERSONNEL POLICIES COMMITTEE CONFERENCE CALL MINUTES: 10/30/2007**

The conference call began at 3:00 pm on Tuesday, October 30, 2007.

Members participating: Ellen McCabe (Cortland); Corinne Nyquist (New Paltz); Joe Petrick (Alfred); Lori Gluckman Winterfeldt (Maritime); Ron Foster (Utica), chair.

Absent: Holly Heller-Ross (Plattsburgh)

### **I. Announcements**

Ron spoke with UUP Vice President of Academics Fred Floss regarding the differences between academic and professional employees. Creating a document that outlines these differences will be difficult because there is such variety across campuses and few documented differences. UUP is interested in this topic and willing to discuss it. It was noted that there is only one known case of a SUNY professional, i.e., not academic, taking a sabbatical and that this might have actually been non-sabbatical leave.

The evaluation of academic administrators, including the library director, is proceeding at Utica.

Alfred is examining the issue of recent salary increases and calendar year differentials. The appropriateness for librarians of academic year versus college year appointments was discussed. Since UUP must support both classroom and library faculty, the union may not be the group to work with on this issue. Consensus among librarians is ongoing.

### **II. Old Business**

#### **A. Committee Goals**

##### **1. To get feedback from SCLD**

Joe attended the October SCLD meeting. Joe said that from anecdotal remarks it seems that among some library directors librarian equity is not an issue they're interested in. Joe will ask to

be added to the agenda of SCLD's annual meeting in April to solicit feedback.

Part of the issue is that library directors are now management/confidential employees and consequently represent the interests of their colleges' administrations and not the interests of their librarians. It was noted that not all library directors are management/confidential. Also, since library directors are not evaluated by their librarians, librarians do not fully participate in the academic governance of their libraries. It was noted that there is great value in librarians being active in their local governance structure.

2. To develop and implement a survey of all SUNY libraries.

Lori, Corinne and Holly are working on a survey of delegates to determine facts, not opinions. The survey is intended to clarify several personnel issues and their status across SUNY. They have presented a first draft and are working on a second, which they will present to the larger group for review by November 10th. The second draft should be ready for inclusion with these minutes, so it can be presented for information purposes only to the larger membership at the upcoming SUNYLA meeting.

The chair thanks this group for doing a lot of work under a tight deadline.

3. To explore the issue of formal, local director evaluation.

Ron is working on this issue on his campus and is chair of his local college-wide evaluation committee. More information will be presented later.

4. To establish communication and develop a relationship with CUNY librarians.

Lori will approach Sharon Swacker and Lisa Ellis (Baruch), the president of LACUNY, regarding attending SUNYLA's next meeting. SUNYLA will cover their expenses. Lori will also work on liaising with LACUNY.

B. The New Chancellor

Ron has yet to draft a document to identify what concrete points to bring before the Chancellor. There was general discussion about approaching the Chancellor once UUP has completed negotiations with the state. One possible goal is the option of dual professorial titles, e.g., Associate Librarian / Associate Professor of Library Services, as CUNY does; this action would cost nothing and help librarians gain equivalency and clarify certain confusions.

C. A Campus-by-Campus Equity Campaign

We decided at our last conference call that a campaign like this would follow from the issues identified by the survey. This item was on the agenda this time so Holly could comment, since this is an issue she is interested in; however, Holly could not participate in this conference call.

D. Outreach with New Librarians

The chair reported back on the results of a SUNYLA Council discussion on this issue. The Personnel Policies Committee can support the efforts of the Membership Development Committee in this regard by offering information and services, perhaps through a leaflet or brochure. This work could be a future goal of the committee, once we make progress on our current work.

#### E. Professional Obligations

Ellen presented information on librarians' professional obligations (attached). She was able to find information but noted that the information was not easy to find. One point: the state's policy on "Absence" in "Extraordinary Circumstances" regards only employees who have already reported to work.

It was noted that David Kreh argued for defining librarians' roles by their 'professional obligations' rather than by a more clerical definition of hours worked.

It was also noted that librarians at many institutions use timesheets that say "Professional" while classroom faculty use an "Academic" timesheet. The survey will request copies from each campus of their timesheets and other documents, e.g., annual report templates, and query delegates about sabbatical usage at their libraries. The committee will also seek out copies of timesheets used by calendar year academic faculty.

Ellen will try to find the language that excuses classroom faculty from their professional obligations when presidents cancel classes. Clarifying this issue may help full-time librarians who work nights in cases when their colleges' classes are cancelled but their libraries are not closed.

#### F. The Next Chair

It was noted that the committee will need a new chair in June 2008 and that on some campuses being chair is useful when one pursues promotion/tenure.

#### G. Making the Case for Academic Year Appointments

The chair will consider how to initiate a discussion among members to clarify, educate and communicate. For example, articles in the newsletter might be a great venue, and the newsletter has a history of publishing articles.

#### III. New Business

No new business was discussed.

Adjourned at 4:30 pm.

#### Professional Obligations

#### Resolution-in-progress

Whereas those in Librarian ranks are numbered among the Academic Faculty of the State University of New York and

Whereas those Academic Faculty whose primary role is instruction of students are not obligated to come to campus and fulfill those roles on days of very inclement weather and are not penalized for such absences and

Whereas those in Librarian ranks have been penalized, by necessitating their using leave accruals,

for not coming to campus on aforementioned days of very inclement weather,

Be it resolved that those faculty in Librarian ranks of the State University of New York no longer be penalized, by necessitating their using leave accruals, for non-attendance on aforementioned days of very inclement weather.

I started with this very vaguely worded resolution because the Policies of the SUNY Board of Trustees are vaguely worded, too. There is nothing that actually deals with an academic faculty member being absent on days of inclement weather. Since the teaching faculty do not earn leave, it is hard to apply our situation to theirs.

Below are some excerpts from the Policies of the SUNY Board of Trustees that may apply to this situation:

#### Article XIII

#### LEAVE OF ABSENCE FOR EMPLOYEES IN THE PROFESSIONAL SERVICE

§ 1. Definitions. Whenever used in this Article:

- (a) The term “calendar year employee” shall mean any employee having a 12-month professional obligation.
- (b) The term “academic year employee ” shall mean any academic employee having an academic year professional obligation.
- (c) The term “college year employee” shall mean any professional employee, or any academic employee holding a librarian title, having an annual professional obligation of less than 12 months, except an academic employee holding a librarian title having an academic year professional obligation.

#### Title A. Vacation Leave:

##### Calendar Year Employees and College Year Employees

§ 1. Accrual of Vacation Leave.

(a) Employees not in the Professional Services Negotiating Unit.

(1) Full-time calendar year and college year employees shall be eligible to accrue credits for vacation leave at the rate of one and three-quarter days a month for each month or major fraction thereof during the term of their professional obligation. Part-time calendar year and college year employees shall be eligible to accrue credits on a pro rata basis. On January 2nd of each year, one vacation day shall be added to the accrual balance of all employees eligible to accrue vacation leave.

(2) To accrue credits for vacation leave during each month, eligible full-time employees must be in full-pay status for such month, or major fraction thereof; eligible part-time employees must be in pay status consistent with their part-time service for such month, or major fraction thereof.

#### Title D. Holiday Leave

§ 1. Holiday Leave.

(a) A calendar year or college year employee shall be eligible to observe the following days

prescribed by law as holidays: New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veterans Day, Thanksgiving Day and Christmas Day. The college chief administrative officer may designate two holidays as floating holidays in lieu of the holidays set forth above. The college chief administrative officer may designate an alternate date on which one of the holidays is to be observed. If a second holiday is designated the employee may select a date on which to observe the second holiday, with the approval of the employee's supervisor and consistent with the operating needs of the campus. The employee must observe such second holiday before the beginning of the next academic year. The college chief administrative officer's designation shall be announced following consultation with the certified representative of employees in the professional service in September of the academic year.

#### Title I. Attendance Records

§ 1. Attendance Records. Employees shall be required to certify their presence and record any absences on forms to be provided by the State. Employees shall also be required to record on such forms any charges to or accruals of vacation or sick leave credits. Such forms shall be submitted to the chief administrative officer, or designee, for review on a monthly basis.

#### Title J. Other Absences

##### § 1. Unauthorized Absence.

(a) Any employee absent from work without authorization shall be placed on leave without pay. In the event an employee's unauthorized absence continues for ten consecutive work days and the employee has not provided a written explanation for such absence to the chief administrative officer by the close of business of the tenth workday following the commencement of such unauthorized absence, the employee's leave without pay status shall continue for the remainder of the semester in effect on the tenth consecutive workday of absence where the College has hired a replacement for the employee.

(b) If the unauthorized absence without written explanation continues for a total of 30 consecutive workdays the employee shall be deemed to have resigned.

(c) If, prior to being deemed to have resigned, an employee provides suitable medical evidence in accordance with Title C, section 4, subdivision (c) of this Article which substantiates a claim of temporary disability, the employee may be placed on sick leave. Any sick leave under this subdivision shall commence upon substantiation of a claim of temporary disability by suitable medical evidence.

§ 2. Absence: Extraordinary Circumstances. An employee who has reported for work and, because of extraordinary circumstances beyond the employee's control, for example, extreme weather conditions or physical plant breakdown, is directed by the chief administrative officer, or designee, to leave work, shall not be required to charge such directed absence during such day against leave accruals. Any such release of employees shall not create any right to equivalent time off by employees who are not directed to leave work.

**Professional Development** - Darryl Coleman  
[There was no written report.](#)

**Publications Committee** – Ellen McCabe, Gerry Liebowitz

SUNYLA Publications Committee  
Gerald Leibowitz, Ellen McCabe, Co-Chairs

November 16, 2007

Members of the Publications Committee: Lori Annesi (Monroe), Jim Coan (Oneonta), Emily Hart (Fredonia) Linda Gorman (Nassau), Gerry Leibowitz (Nassau) (co-chair), Jennifer Little (Brockport), Ellen McCabe (Cortland) (co-chair)

Our fall issue of the SUNYLA Newsletter came out online on October 11, 2007 in (PDF) format; hard copies have been delivered to the campuses.

Gerry Liebowitz is interested in stepping down as Co-Chair and Editor of the Newsletter. To that end he canvassed the committee and then the SUNYLA listserv to find a new editor. Several SUNYLA members expressed their interest in becoming involved with editing. They are: Heather M. Shalhoub (Albany), Kate Pitcher (Geneseo), Jennifer Smathers (Brockport), and Shannon Pritting (Oswego). All have been invited to become members of the Publications Committee.

Gerry will work with the prospective editors on the next issue of the newsletter and then he will gradually step down and allow one of them to take over as editor. As he has said, "I feel confident that the Newsletter will be in good hands for a long time. It will be difficult to select someone to take over editing and designing the Spring issue, with so many talented individuals to choose from."

\$1000.00 was added to the publications budget at the last meeting. \$72 was left in the previous publications account, after paying out \$252 to Brockport Printing in late October.

The Committee would appreciate any news or reports. The next issue due date is Jan. 15, 2008. Please send items to Gerry at [leibowg@ncc.edu](mailto:leibowg@ncc.edu).

Respectfully submitted,  
Ellen McCabe (Co-chair)

Gerald Leibowitz, Nassau Community College [leibowg@ncc.edu](mailto:leibowg@ncc.edu) (516) 572-7442  
Ellen McCabe, SUNY College at Cortland, [mccabe@cortland.edu](mailto:mccabe@cortland.edu) (607) 753-4051

**Web Manager - Wendy Ackerman**

Logan Rath moved to remove the current membership directory from the SUNYLA website. It is two to three years out of date and needs a major redesign. Council voted on the motion: 26 approved, one objection. Wendi will add a notation to the website that the directory has been removed. Delegates should contact Emily Hart for current membership information.

Online directory:

Emily Hart, Jenica Rogers-Urbanek, Logan Rath and I will be collaborating to replace the current online directory using PHP & MySQL as the web server that the new site will be hosted provides these options (unlike ITEC which is asp).

Site re-design:

Amanda Hollister has volunteered to help with the site redesign in Joomla. Please let me know if you have any questions or suggestions.

- Wendi Ackerman

## Liaison Reports

### Fact Liaison – Mark Smith

SUNYLA FACT Liaison Report

November, 2007

Mark A. Smith (SUNY Ceramics at Alfred)

**FACT Council met on November 9<sup>th</sup> in Albany.** This meeting included face to face time with Provost Palm and new Senior Vice Provost at SUNY System Administration and Mr. Harold Silverman who will serve as interim head of Office of Advanced Learning and Information Services and SLN. The SUNY Digital Library Initiative was discussed and strongly supported by the FACT Council. It was reported that a scaled down but substantial version of the funding proposal was submitted for funding and prominently endorsed.

**Call for Proposals is out for Conference on Instructional Technologies (CIT)** at Genesee Community College, May 27 through 30, 2008 – *Conference Theme: Are We There Yet? Teachers and Learners in a Digital World,*

The CIT Committee is very interested in papers/presentation from librarians in all tracks:

- Digital Scholarship Challenges and Opportunities
- New Modes of Knowledge Creation
- Technology Deployment, Use, and Support: the Politics and Policies
- Discipline-Specific Technologies
- Teaching in a Virtual Space
- Strategies for Teaching, Learning and Assessment

Proposal submission and additional information at

<http://www.cit.suny.edu/cit2008/home.shtml>

The CIT Track on “Digital Scholarship Challenges and Opportunities.” - This track is offered to attract librarians (primarily) who can discuss and present to talk to classroom faculty and technologist colleagues on issues of concern in digital publishing. The FACT council would like us to encourage our membership to present in this track. Sample presentation topics might discuss:

- How do we assure “authority” of digital content?
- As digital content is transmutable, does that negate or enhance acceptance as “scholarly”?
- Can “user created” digital content (blogs, wikis, forums, etc.) be scholarly?
- “Digitally born” vs. “paper born” – does it matter?
- Can search engine results alter perception of scholarly authority (user weighting, cross-linking, popularity ranking, etc?)
- What new opportunities are available for digital analysis of scholarly content (linguistic, numeric, data mining, etc.)?
- What are the issues related to permanency, storage, and archival concerns?



- Are there new roles and responsibilities for libraries and publishers in creating, delivering and storing digital scholarship?
- How do we regard audio, visual and multimedia content in scholarship?
- What are the implications of copyright on digital scholarship? What are the implications of digital scholarship in promotion and tenure deliberations?

**LACUNY Liaison** – Lori Gluckman

There was no written report. Joe pointed out that the LACUNY Liaison position is no longer an official liaisonship in the Bylaws, but noted that Lori is willing to serve in an ad hoc capacity.

**SAC** - Dave Ritchie

Report to SUNYLA from the SUNYConnect Advisory Council - November 13, 2007

At the November 8th meeting, Provost Mary Ann Swain of Binghamton was welcomed to SAC as the Chief Academic Officers' representative, replacing Provost Walter Asonovich of Corning Community College.

SUNY Digital Library proposal - Not much news on the status of this proposal, which Vice Provost Harold Silverman confirmed was included in the SUNY Budget Request to be presented to the Board of Trustees for their approval at their upcoming meeting ca. November 27, in time for sending the budget request to the Governor's Office by the December 1 deadline. The amount proposed by SUNY is \$3 million/year for only 3 years, as opposed to the \$9 million/year added to base budget which SCLD and SAC recommended, although those of us inclined to look at the half-full glass think that that's a start.

- Two presentations were made by SAC members in October - one to the University Faculty Senate (whose members were staggered by the \$6.4 million currently being spent annually by SUNY libraries and OLIS just for ScienceDirect access, and the Senate later passed a resolution supporting the proposal), and one with SCLD members to the Chief Academic Officers group (i.e., provosts and vice-presidents for academic affairs), which that group seemed to receive favorably but stopped short of making a resolution of support.
- Next steps: assuming the Digital Library proposal is funded [remember the context: this year is being billed as a return to multi-billion-dollar-deficit times for New York State--dr], SAC has approved investigating whether the former SUNYConnect E-Resources Committee could be expanded and newly charged to serve in facilitating selection of digital resources. John Schumacher of OLIS, along with Dave Ritchie from SAC, have been tasked with investigating that possibility.
- Dave Ritchie ([ritchie@cortland.edu](mailto:ritchie@cortland.edu)) is seeking ideas from SUNYLA members to make sure that faculty and researcher needs for digital resources in all disciplines are collected and considered.

Aleph Shared Services Task Force - Maureen Zajkowski reported that

- Improving Aleph reports will be the focus of a conference call on November 16, including the survey results and recommendations from the SUNYAUG Ad Hoc Reports Committee.
- The Managed Systems Services pilot with 8 campuses will run for a year (no end date for the pilot was projected, but all 8 campuses were on board in September 2007). An informal assessment questionnaire was sent to the 8 campuses in October, with 1 response so far. Recommending a process for ongoing evaluation and assessment of SUNYConnect shared services is a future task of this group.

Subsequent to the Nov. 8th SAC meeting, Dave Ritchie proposed that the Shared Services Task Force be asked if they would be willing to take on another charge, which would be to both

o (a) undertake a process for discovering the interest in "shared system services" among SUNY libraries and

o (b) based on that feedback, recommend possible processes for implementing such services among interested campuses,

with "shared system services" being generally the concept of one or more individuals being shared among certain campuses and rendering Aleph-related system services for those campuses (as contrasted with the managed system services concept now being piloted where OLIS staff render system services). The rationale for this proposal is that OLIS has already expressed doubts about the expansion of managed systems services much if any beyond the 8 campuses currently piloting that concept. No action has been taken yet by SAC.

Aleph Non-Managed Services server access capabilities - Maureen indicated that

- OLIS has agreed to review the systems functions now being accomplished through access to the server at the UNIX directory tree level, and indicate how those will be accomplished by the SUNY shared-server libraries which will NOT be under OLIS Managed Services when direct access to the server will be closed off with the upgrade to Aleph version 18, which is anticipated for spring and summer 2008. Maureen indicated to me that she has not yet received the list of needed Aleph system access capabilities that Mark Sullivan of Geneseo ([sullivm@geneseo.edu](mailto:sullivm@geneseo.edu)) is compiling from systems librarians and which will be included in the OLIS review. (Background: OLIS has concluded that access to the server represents a potential security breach, since all individuals with access to their campus branch of the UNIX directory tree also have access to all other campus branches and the system branches on their shared Aleph server.)

Higher Education Commission - SAC members applauded the initiative that NYSHEI (NYS Higher Education Initiative, a collective of public and private NYS academic libraries) and at least one SUNY librarian have taken and are taking in appearing before the governor's Commission to push for library needs. The draft report is due out December 1, and hearings after that by the Commission will be to collect responses to the draft report.

Respectfully submitted,

Dave Ritchie  
SUNYLA representative to SAC  
SUNY Cortland  
[ritchie@cortland.edu](mailto:ritchie@cortland.edu)  
607-753-2818

**NYLink** - Anne Gunning

Nylink Liaison Report  
SUNYLA EXECUTIVE BOARD / COUNCIL MEETING  
November 16, 2007  
Submitted by Ann Gunning

### EVENTS AND HAPPENINGS

LiSUG Conference: Nylink was pleased to participate in the first conference of SUNYLA's newly formed Library Software Users Group. Jon Penn, Nylink Resource Sharing Librarian, gave a pre-conference program on ILLiad.

Save the dates: Nylink's Annual Meeting will be held May 5-6, 2008, at the Gideon Putnam Hotel in Saratoga. More details to be announced.

Nylink training calendar for January 2008-June 2008: Now available at <http://nylink.org/education/>. Also, several special training and professional development events are being planned for the spring. Topics include academic outreach, Library 2.0, and preservation (with the Northeast Document Conservation Center). More details on these events available in the coming weeks.

New OCLC report published: ***Sharing, Privacy and Trust in Our Networked World***. Access it online free of charge at <http://www.oclc.org/reports/sharing/>. From that page, printed copies can be purchased as well (via credit card) at a cost of \$19.00 per copy. If printed copies are desired, but your preferred payment method is to have the charge billed to your library through Nylink, contact Nylink at [nylink@nylink.org](mailto:nylink@nylink.org).

### PRODUCTS AND SERVICES NEWS

NetLibrary Offers Discounts on Elsevier eBook Titles: NetLibrary and Elsevier have partnered to offer libraries an extensive collection of authoritative content at discounted prices through December 31, 2007. NetLibrary has grouped Elsevier eBook titles into 15 subject groups including business, tourism, security, forensics, finance, and chemistry. If you purchase an entire subject collection, you receive 50% off the eBook list price. You can also order individual Elsevier titles; if your order includes over 100 titles, your discount starts at 25%. And, if billed through Nylink, an additional 5% discount applies. As always, you receive full OCLC MARC

records. More information available at <http://library.netlibrary.com/elsevier.aspx>. Contact Jen Hawkes at Nylink ([hawkesj@nylink.org](mailto:hawkesj@nylink.org); 800-342-3353) for assistance.

Arranged exclusively for Nylink, OCLC is offering several Web demos over the coming weeks:

WorldCat Selection, November 27 or January 23, 2:00 p.m. -3:30 p.m. WorldCat Selection is a new tool to help libraries that work with multiple materials vendors streamline the selection and ordering process. Learn more and register to attend the free Web demo at [http://nylink.org/education/selection\\_demo.cfm](http://nylink.org/education/selection_demo.cfm).

CAMIO and ArchiveGrid, December 18, 1:30 p.m. - 2:30 p.m. CAMIO is the Catalog of Art Museum Images Online and ArchiveGrid is an online service that provides access to detailed archival collection descriptions. Learn more and register to attend the free Web demo at [http://www.nylink.org/education/camio\\_demo.cfm](http://www.nylink.org/education/camio_demo.cfm).

WorldCat Collection Analysis, January 8, 1:30 p.m. – 3:00 p.m. Learn more and register to attend the free Web demo at [http://nylink.org/education/wcas\\_demo.cfm](http://nylink.org/education/wcas_demo.cfm).

Streamlining the Renewal Process: Nylink is working to consolidate product renewal processes as much as possible. One of the ways we are doing that is by moving some services to an opt-out or auto-renewal mode. We'll still communicate pricing information and other details, but will assume that a subscribing library is renewing, rather than requiring a response to a renewal solicitation. We'd love your feedback and suggestions about the renewal process; please send them to [services@nylink.org](mailto:services@nylink.org).

**NY3Rs** - Nancy Howe  
[There was no written repost](#)

**OLIS** - John Schumacher

SUNY Office of Library and Information Services  
Report to SUNYLA Executive Board/Council  
John Schumacher ([john.schumacher@suny.edu](mailto:john.schumacher@suny.edu))  
November 16, 2007

**SUNYConnect LMS**

The OLIS and the Shared Services Task Force have begun initial evaluation of the Managed Services pilot project (involving Clinton, Delhi, Niagara, Purchase, Rockland, Sullivan, Ulster and Westchester). No additional campuses will be added to the pilot project until after evaluation/assessment.

Maureen Zajkowski's report on ALEPH support can be found at <http://www.sunyconnect.suny.edu/sunyerger/35revisting.htm>

Shared Search & Discovery Services Committee

The Shared Search & Discovery Services Committee has begun examining possible products/services via online presentations by vendors/representatives.

Working documents for the committee are found in the OLIS Documents Area

([http://www.sunyconnect.suny.edu/olisdocs/public/Committees\\_Task\\_Forces](http://www.sunyconnect.suny.edu/olisdocs/public/Committees_Task_Forces))

Committee membership: Kate Bouman (Binghamton), Bob Cushman (Brockport), Bill Drew (SUNYLA/Tompkins Cortland), Pamela Flinton (Oneonta), Maggie Horn (OLIS, ex officio), Ken Fujiuchi (Buffalo State), Mark Ludwig (Buffalo), Stephan Macaluso (New Paltz), John Schumacher (OLIS, ex officio, project manager).

#### OpenURL Link Resolver

Serials Solutions has created a SUNY-specific “knowledgebase” for *SUNYConnect*’s ScienceDirect subscription (“SUNY Science Direct Titles”). This was updated with new data from Elsevier on October 26, 2007.

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#### Electronic Resources

SUNY library leaders have been busy advocating for the revenue request that is part of the SUNY Digital Library initiative. The proposal can be found at

<http://www.sunyconnect.suny.edu/sunyergy/Digital%20Library%20Proposal%209-27-07.pdf>

Information about current database trials as well as electronic resources with special *SUNYConnect* pricing can be found at <http://www.sunyconnect.suny.edu/dbtrials.htm> Contact John Schumacher for more information or if your library is interested in any of the resources/offers.

Recently added database trials – Eighteenth Century Collection Online, Literature Criticism Online, Nursing Reference Center and Periodicals Archive Online.

#### OLIS

The OLIS would like to thank presenters and conference organizers for efforts related to the first annual Library Software Users Group (LiSUG) meeting.

Carey Hatch continues to split his time between duties as Assistant Provost for Library and Information Services and Interim Director for SUNY Learning Network.

#### *SUNYConnect* Information / Resources

For additional information about *SUNYConnect*

<http://www.SUNYConnect.suny.edu/>

<http://sefer.SUNYConnect.suny.edu/olis/sunyergy/default.htm>

#### OLIS’ Footprints Service Request System

<http://service.sunyconnect.suny.edu/footprints/help.html>

#### SUNYConnect union catalog

<http://union.sunyconnect.suny.edu:8080/F>

#### OLIS Documents Area

<http://www.sunyconnect.suny.edu/olisdocs/>

The OLIS web log

<http://www.sunyconnect.suny.edu/blog/>

**Union** – John Schumacher

UUP Liaison Report

John Schumacher (Central@uupmail.org)

SUNYLA Executive Board/Council

November 16, 2007



United University Professions (UUP) is the union representing more than 32,000 faculty and professionals on 29 State University of New York campuses, plus the New York State Theatre Institute. UUP is affiliated with the New York State United Teachers and the American Federation of Teachers, AFL-CIO.

Contract Negotiations

The most recent UUP negotiations bulletin is available via

<http://www.uupinfo.org/contract/NegBulletin1107.pdf> “...with that agreement [with CSEA] behind them, the state appears eager to conclude its contract talks with the remaining public employee unions”

A tentative NYS-CSEA agreement has been reached. This includes the following salary increases – 3% (2007; retroactive), 3% (2008), 3% (2009), 4% (2010). “Some increases in health insurance co-payments balanced by a wide range of benefit enhancements”

([http://www.csealocal1000.org/press.php#oct\\_29\\_07](http://www.csealocal1000.org/press.php#oct_29_07))

Academic Vice-President Fred Floss is Chief Negotiator for UUP. Reach Fred at 800-342-4206 or [ffloss@uupmail.org](mailto:ffloss@uupmail.org)

All provisions of the 2003-2007 Agreement (except those with specific calendar, “sunset” dates) remain in effect until another proposed agreement is ratified by the UUP membership. One more round of discretionary salary increases is available from the 2003-07 contract.

SUNY Board of Trustees

New member, H. Carl McCall approved; new chair, Carl Hayden approved.

SUNY Hospitals

Thanks for your support for the SUNY hospitals. It made a difference.

UUP Outreach Committee

UUP’s 2008 legislative agenda will include specific language advocating for SUNY libraries and additional electronic resources. Thanks to Dave Ritchie (Cortland) for his efforts in this regard.

Higher Education Commission

The Higher Education Commission is scheduled to submit a preliminary report in early December. The group is still taking input [http://www.hecommission.state.ny.us/nysCHE\\_submitIdeas.html](http://www.hecommission.state.ny.us/nysCHE_submitIdeas.html) The final report is due June 2008.

William Scheuerman

Bill has announced that he will be leaving to take on the presidency of the National Labor College <http://www.georgemeany.org> UUP's loss is the national labor movement's gain. Best wishes to Dr. Scheuerman on this well-deserved appointment.

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<http://www.uupinfo.org>

### **Old Business:**

#### **Ad Hoc MEOW Committee Report – Emily Hart**

A membership survey will be distributed to the list on Nov. 26<sup>th</sup>. Closing date will be announced later. The survey has about 20 questions and should take about 10 minutes to complete. Students from Geneseo are helping to get the survey online.

### **New Business:**

John Schumacher reported that the SUNY Faculty Senate is looking for volunteers to serve as representatives to the Ad Hoc Ethics Committee on Professional Behavior. Library participation on the committee would be appreciated. John will post a call for participation to the SUNYLA list.

Next meeting will be in March, either the 14<sup>th</sup> or the 28<sup>th</sup>.

J. Rogers-Urbank moved to adjourn the meeting. The motion was approved unanimously.