

**Minutes**  
**SUNYLA Executive Board**  
**March 30, 2001**  
**Sherwood Inn, Skaneateles, NY**

**Present:**

Ellen McCabe (Cortland), Cathy Reed (Oswego), Jill Ortnier (Buffalo), Fred Bauer (Utica), Nancy Giardino (Buffalo State), Hilary Sternberg (Buffalo State), Marianne Eimer (Fredonia), Sharon Malecki (Finger Lakes CC), Gretchen Douglas (Cortland), Julie Wash, Bern Mulligan (Binghamton), Jane Verostek (SUNY ESF), Flora Nyland (SUNY ESF), Eileen O'Hara (Brockport), Jennifer Quigley (Brockport), Joyce Miller (Adirondack CC), Susan Kraat (New Paltz), Matthew Sheehy (Stony Brook), Bill Drew (Morrisville), Kim Davies (Geneseo), Kathy Gundrum (NYLINK)

Gretchen Douglas called the meeting to order at 11:02 a.m.

Gretchen made a motion for Julie Wash to lead the meeting. A vote was taken and passed unanimously by all present.

**1. Approval of minutes**

Bill Drew brought forth a concern about the detail of the minutes. He asked if it wasted too much paper. A short discussion ensued whether the minutes should stay as detailed as they are. A vote was taken. Approved unanimously by all present.

Hilary Sternberg moved to approve the November minutes, Fred Bauer seconded. Approved unanimously by all present.

**2. Announcements, Correspondence, Appointments**

Kay Benjamin was hired as the new librarian at Morrisville. She will be in Charge of the Norwich Campus branch, as well as performing bibliographic instruction and reference at the main campus.

Jennifer Quigley announced that Brockport has hired a new Associate Director -- Christopher Brennan -- he starts May 14. Brockport is also hiring for a Head of Access Services

Cathy Reed announced that Oswego hired a new webmaster -- John Thomas. He will start in June

Fred Bauer announced that Utica replaced their Systems Administrator. The new administrator is Crystal Pydorski. Construction has begun on the new library site. It can be viewed via webcam on the Utica's Library's website.

Hilary Sternberg announced that Michael Moran would start working at UB on Monday.

Ellen McCabe announced that Tom Bonn would be retiring in August. Also there are three new hires: Lorraine Melita (Access Services), Karen Coombs (Webmaster), and Mark Wildman (Tech. Services).

Marianne Eimer announced that she is the new Head of Reference at Fredonia. Barbara Kittle has replaced her as Interlibrary Loan/Reference. Fredonia has hired a new temporary librarian, Kerrie Fergen for Reference/Instruction. Two new hires for Reference/Instruction are expected by summer.

Kim Davies announced that Geneseo has filled its part time reference position. A position for Temporary Library Instruction Coordinator will be coming up in the summer.

**3. Officer's Reports**

**3.1 President's Report -- Julie Wash**

***New Appointments***

**Distinguished Librarian**

In December of 2000, Meredith Butler, Director of Libraries at U of Albany, was named the States first Distinguished Librarian.

**SUNYLA Archivist**

Kathleen Delaney of the University of Buffalo Archives has been voted in by the SUNYLA Board/Council as SUNYLA Archivist

**SUNYLA Personnel Policies Chair**

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

**SUNYLA UUP Union Liaison**

John Schumacher of SUNY OLIS has been voted in as SUNYLA UUP Union Liaison,

**Working with OLIS**

Thanks to all who may have volunteered to be the new 4-year representative to SliCAT--Carla Hendrix from Plattsburgh was named to the 2-year post.

Many thanks to Jill Ortner and Katie Loomis, who have volunteered to chair the SUNYLA Exec Board review of the OLIS LMS Working Groups. Jill is currently reviewing the applications for the Access Management Working Group and Katie Loomis will chair the Systems Management review process later in the spring.

A March 27th email from Maggie Horn at the SUNYConnect Project announced the following members to the newly formed Data Management Working Group:

Jane Subramanian, College at Potsdam  
David Ritchie, College at Cortland  
Cynthia Powers, Nassau Community College  
Nancy Hoshlyk, Plattsburgh State University of New York  
Michelle Eichelberger, Finger Lakes Community College  
John Edens, University at Buffalo  
Maggie Horn, SUNY OLIS, convener

A sincere thank you to all who applied (and will apply).

*Jill Ortner added her thanks to all that helped her by getting their votes in on time and helping out with the elections.*

**Correspondence**

Letters to Meredith Butler and Felix Wu at the University at Albany, thanking them for their role in supporting the SUNYLA web pages, were sent in December. Laura Cohen reported to me personally that they were warmly received,

Ellen Mancuso, acting as Ad Hoc Chair of the SUNYLA Advocacy Committee, and I have sent out letters (a copy of which will circulate) to all SUNY campus presidents asking support for SUNYConnect. Ellen has received return correspondence from Herkimer County Community College to this date.

**3.2 First Vice President -- Gretchen Douglas**

- Gretchen gave Julie wash flowers in recognition of her work in SUNYLA and wished her luck on her future ventures.
- SAC Liaison -- Gretchen asked for a vote on whether Laura Cohen should continue as liaison to SAC. The vote was passed unanimously by all present.

**Nominations for officers for 2001-2002**

I am pleased to announce this years slate of candidates for the spring ballot for SUNYLA:

1st Vice President/President Elect: Marianne Eimer, Fredonia  
2nd Vice President/Conference Chair: Natalie Sommerville, Brockport  
Treasurer: Elizabeth Gulacsy, Alfred (2 year term)

Ballots will be prepared and mailed out in April.

**Recognition for past presidents**

Christine Root and Dave Kreh announced their retirements at the November 17, 2000 meeting. Mark Smith has asked me to bring to the board a recommendation that Christine and Dave be recognized in some way by SUNYLA for their years of service to the organization. This has been done in the past in the form of a Past President -Appreciation Award. One idea would be presenting them with an award at the annual conference during the business meeting. SUNYLA could also offer them a guest registration/meals for the conference.

Bill Drew asked if we could offer lifetime memberships to SUNYLA at no cost in appreciation of their work to SUNYLA. Kim Davies stated she will check on this.

Gretchen called for a vote on the recognition awards. Flora Nyland seconded. The vote was passed unanimously by all present.

### **Management Training Committee**

The Ad Hoc Management Training Committee recommends that SUNYLA partner with Nylink to offer the OCLC Institute course *Library Management in the Knowledge Age: An Introduction for First-Time and Aspiring Managers* (<http://www.oclc.org/institute/courses/LibManKnowldgeAge.htm>). SUNYLA would contribute half the cost of \$5000, Nylink the other half. This expenditure and expenses for the facilities would be recouped by the charge to the attendees. The course would be open to all members of Nylink, not just SUNY. SUNYLA might also want to think about contributing a portion of the cost of the course for SUNYLA members.

If the board decides to sponsor this course with Nylink we should decide on a date and time to get on OCLC's calendar.

This issue created quite a bit of discussion. Concerns for the training course, summarized below:

- Hilary Sternberg -- the costs may be problematic because \$4000-\$5000 needed is half of SUNYLA's total budget. We are not guaranteed that the money will be returned to us if the class isn't filled.
- Bill Drew -- Costs of the course are too high and there are too few people in the course (30-35 total)
- Julie Wash -- can 1/2 of the class be reserved for SUNY librarians? Kathy Gundrum would have to check into this.
- Kathy Gundrum stated that the course will be offered in the fall either with or without SUNYLA support.
- Bill Drew suggested that we shouldn't cosponsor the course, but offer financial assistance to people who wish to attend.

Gretchen Douglas will post the course information on the listserv and see what discussion comes about. This topic will be added to the June meeting's agenda and will be reconsidered then.

### **3.3 Second Vice President -- Jennifer Quigley**

SUNYLA 2001 Conference  
June 6-8, 2001 at Corning Community College

Conference Theme: "Innovations in Libraries"

#### **Registration**

The conference brochures were mailed around 3/15. Some extra copies are available and the schedule and registration form are also available online through the conference web page at: <http://www.buffalostate.edu/library/sunyla>

The registration fee for the conference was raised by \$10, so for SUNYLA members the cost is now \$40 and non-SUNYLA \$60. The library school student's fee was kept at \$20 as we felt this was a reasonable rate for students. This was done in part to offset the cost of the quality of events at the conference (music, dinner, etc).

To date we have 8 registrants for the conference with an average of 2 coming in every day, according to Alexis Manheim at Corning Community College.

For information regarding registration and reimbursement for presenters, please look at the SUNYLA site at: <http://www.albany.edu/library/sunyla/admin/confexpen.html>. Requests to have the registration fee waived can be mailed with your registration to Alexis Manheim in Corning, any requests for further reimbursement should be sent to Jennifer Quigley.

#### **Meals**

All meals will be buffet style with vegetarian options. There will be special accommodations made for vegans and a check box is on the registration form for people to check if they are

vegan.

### Poster Sessions

There will be 11 poster sessions at this year's conference and three times during the conference to view them. The times are Thursday 11:30-noon and 4:45-5:45 and Friday from 10:30-11.

Presenter	Topic	Library
Jeanne L. Galbraith	Enabling the Special Worker	Stony Brook Health Sciences
Barbara Shaffer	Innovations in ERIC Resources	SUNY Oswego
Musa Abdul Hakim	Multimedia, Interdisciplinary Library Exhibits that Connect with the Campus Community, Collaborate with Faculty, and (De) Construct Disciplinary Paradigms	E.H. Butler Library, Buffalo State
Emily C. Singer	Internet Usability and Libraries: Finding Out What Patrons Need	Binghamton University
Michael Young & Timothy Gatti	European Union Documents: Worth the Powder to Shoot Them?	University Libraries, SUNY Albany
Colleen Kenefick	Innovating with Hui-nor during Information Literacy Classes	Stony Brook Health Sciences
Matthew Sheehy	Starting a Digital Archive	Stony Brook Music Library
Tanya Shkolnikov	Copyright and Reference Librarians: The Deceptive Simplicity of the Public Domain	Stony Brook Health Sciences
Bill Drew	Creating an E-mail HTML Newsletter	SUNY Morrisville
Maureen Zajkowski, OLIS staff	SUNYConnect: Implementation Planning for a Consortium	Office of Library and Information Services
Marsha Spiegelman, Cynthia Powers & Nancy Williamson	The Skinny on Thin Client Networks	Nassau Community College

### Keynote Speaker

The keynote speaker for this year's conference is Elaine Didier, Dean of Kresge Library at Oakland University in Rochester, MI. She came very highly recommended from Mary Jane Petrowski. Elaine is running for the ACRL Vice President/President-Elect position and will be speaking on "The Leadership Challenge: Changing the Way We Do Business."

### Vendor Donations

Letters have gone out to the vendors requesting either a monetary donation or a donation of such products as pens, pads, bags and so forth.

### Future SUNYLA Conferences

A reminder that the 2002 SUNYLA conference will be held at Buffalo State College June 5-7, 2002. The 2003 SUNYLA conference will be at Stony Brook.

### 3.4 Secretary -- Katie Loomis

The following individuals were given SUNYLA stationery:

- Barbara Greil: 150 sheets and envelopes for vendor letters for the 2001 SUNYLA Conference
- Kim Davies and Michelle Eichelberger: 30 sheets each plus envelopes for letters to presenters for the 2001 SUNYLA conference.

Draft minutes of the November 2000 SUNYLA Executive Board meeting have been posted on the SUNYLA website.

3.5 Treasurer -- Hilary Sternberg

SUNYLA Treasurer's Cash Flow Report 7/1/2000 Through 3/28/2001	
Subcategory	Total
<b>INCOME</b>	
Membership	5,115.00
<b>TOTAL INCOME</b>	<b>5,115.00</b>
<b>EXPENSES</b>	
Clearinghouse	32.10
Conference 00	282.98
Conference 01	2,000.00
Friends Award	206.00
Meeting expenses	1,012.85
Membership Committee	
Membership Committee - Unassigned	126.45
Total Membership Committee	<b>126.45</b>
Misc.	175.00
Postage	199.90
Prof. Dev. Grant	200.00
Publications Committee	1,625.86
Scholarship	883.55
Travel	479.53
<b>TOTAL EXPENSES</b>	<b>7,224.22</b>
<b>INCOME LESS EXPENSES</b>	(2,109.22)
<b>Account Balances As of 3/28/2001</b>	
ASSETS	Total
Bank and Cash Accounts	
Conference Acct.	0.00
SUNYLA	<b>10,439.29</b>
Total Bank and Cash Accounts	10,439.29

<b>TOTAL ASSETS</b>	<b>10,439.29</b>
<b>NET WORTH</b>	10,439.29

#### 4. Committee Reports

##### 4.2 Automation and Information Technology -- Bill Drew

The official charge of the Automation and Information Technologies Committee:

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

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

The automation committee has been busy with evaluating and recommending new members for SLiCat. We experimented with a new procedure using weighted voting. The opening came up for a new Arts and Sciences College representative. Nine people submitted their names.

A ballot was put together asking the committee to rank the candidates from 9 to 1 with 9 being the highest rated. I then input the numbers into Excel and the four candidates with the highest scores were submitted to OLIS. The process was highly successful.

New links continue to be added to the committee web pages. We will be losing Kate Majewski as a member. She is leaving SUNY.

I will write a final report on the database compliance survey as part of the automation committee annual report.

Other items:

- q If I haven't heard from you about your campus plans for wireless please respond so that I can include the results in my presentation at SUNYLA conference.
- q SUNYLibWeb list now has 52 members and has now been restricted to SUNY people only.

##### 4.2 Library Instruction -- Nancy Cannon

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

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

The SUNYLA Library Instruction Committee currently has 26 members representing 18 SUNY institutions. Current members are:

Eric Acree (University at Buffalo); Mary Andolina (Fulton-Montgomery Community College); Kay Benjamin (College at Oneonta); Deborah Bernhard (University at Albany), Sue Ann Butwell (Geneseo); Laura Cohen (University at Albany); Kimberly S. Davies (Geneseo); Gretchen Douglas (Cortland); Elizabeth Fulwell (Niagara County Community College); Holly Heller-Ross (Plattsburgh); Janet Hogan (Binghamton); Barbara Kobritz (Tompkins-Cortland Community College); Maureen Lindstrom (Buffalo); Bob Matthews (Hudson Valley Community College); Alice Harrington (Monroe Community College); Deborah LaFond (Albany); Michael Matis (University at Albany); Bern Mulligan (Binghamton); Heather Munger (University at Buffalo); Barbara Petruzelli (New Paltz); Nan Pollot (Geneseo); Amy Rockwell (College at Buffalo); Karen Shockey (Oswego); Prue Stelling (Binghamton); Angela Weiler (Morrisville)

The SUNYLA Library Instruction Committee continues to update and maintain the SUNYLA Library Instruction Committee web site at:

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

Revisions and updates are expected to be completed in time for the SUNYLA annual conference in June.

There has been little response to my query a few months ago about sharing URLs for online tutorials created by SUNY librarians. Since there has been a problem with SUCO email, I will repost the message at a later date.

#### 4.3 Membership Development -- Kim Davies

##### Membership:

As of March 30, there are 357 SUNYLA members, with a total of 42 new members, three of whom are associate members. Unfortunately, the Membership Committee will not be able to meet our goal of 500 members this year, despite the addition of our new associate membership category. The low number of associate members that signed UP was a little disappointing, although we are certainly happy to have welcomed three library school students to the group. Since this is a new category of membership, we are hopeful that the word will spread and more students and non-SUNY library staff will join SUNYLA. The Membership Committee will continue to encourage delegates from the institutions with library science programs to distribute brochures and membership forms. We will also continue to post e-mails about our organization to non-SUNY library schools.

We are hopeful that renewing membership will increase in the next month as SUNY library staff register to attend the 2001 SUNYLA Conference in Coming.

##### Committee Members:

The MDC unfortunately lost two members in the spring semester. Adrienne Furness left her position at Genesee Community College to become a children's librarian at a Rochester-area public library and Linda Whang moved out of Binghamton, NY to experience life in Seattle, WA.

##### Membership Wine Tasting:

The Membership Committee continues to make plans for this year's membership cocktail party. So far, we have a few Finger Lakes wineries that have agreed to participate in our wine tasting event. Atwater Estates, CLR, Glendora, and Hunt Country have all responded positively to our request for wine samples and donations. Bully Hill and Standing Stone are still "considering." Wil Prout, Heather Munger, and Kim Davies are planning the onerous task of visiting the Finger Lakes wine region this April in hopes of soliciting a few more donations. It's a tough job, but somebody has to do it!

SUNYLA members attending the Wednesday night event are encouraged to bring their membership cards with them in order to be eligible for door prizes. Appetizers will be served with the wine tasting and dinner will follow.

#### 4.4 Professional Development -- Carol Anne Germain

##### Membership

Deborah Bernard	Carla Hendrix	Ravil Vell
Jerry Burke	Yolanda Hollingsworth	Jane Verostek
Jeanne Eichelberger	Pat Keegan	Nancy Williamson
Richle Fienberg	Candace Merbler	Alice Harrington
Carol Anne Germain	Eunice Roe	Natalie Sommerville
Colleen Hailey	Tamm Sissac	

##### Friend of SUNYLA Award

We received a healthy number of applications this year! Mainly due to an excellent LISTSERV campaign. A web site was also developed provides award criteria. The committee is requesting the Board approve the selection of the two candidates put forward. If both are selected, we will approval of additional funding (app. \$ 100.) For awards.

Natalie Sturr & Ginette Chambers were nominated for the friend of SUNYLA award. A vote was called to award them both with the Friend of SUNYLA award. The vote was passed unanimously by all present.

Gretchen Douglas moved to provide an additional \$100.00 for the Friend of SUNYLA award. Vote was passed unanimously by all present.

**Professional Development Program for annual conference** - *Getting Tenure : Making the Most with What You Do* is a 2.5 hour workshop scheduled for the upcoming SUNYLA conference. This will include tips which will make the tenure/promotion process less painful. A discussion about mentor programs will also be included. Please encourage junior members at your institution to attend.

##### Professional Development Grants Subcommittee

-Yolanda Hollingsworth and Deborah Bernard are working on setting up an electronic grant application. Hopefully, this will help encourage more applications. We have received no applications during the most recent round.

#### **Sylvia Chu Scholarships**

- the deadline for the Sylvia Chu Scholarships is April 20th This is a great opportunity for new members of SUNYLA. It helps defray conference costs. As we all know the conference is a wonderful way to introduce people to SUNYLA. This has been posted on SUNYLA-L, in the conference brochure and articles appeared in the Winter SUNYLA Newsletter.

#### **4.5 Personnel Policies -- Fred Bauer**

##### **SUNYLA Salary Survey**

SUNYLA Personnel Policies Committee Guidelines state that the salary survey is to be conducted and distributed "generally every two years, with the time of the final report distribution being such that the data may be useful in contract negotiations." The most recent survey was conducted in 1998, over two years ago, however the current UUP (bargaining unit for 492 of the 686 personnel in 1998 Survey) contract runs through July 1, 2003 - a longer contract than has been the norm. This implies that the Salary Survey would not be needed for contract negotiations until the Fall of 2002 at which time only the most current salary data would be helpful.

Noting that the Salary Survey requires a great deal of effort from the individual libraries and that complete participation is crucial for the final report, I felt that it would be an unnecessary burden on the respondents to conduct the survey in Spring 2001 only to need to do it again in 2002. I worried that response rates might drop if the survey were to be repeated after such a brief interval. On former SUNYLA President Julie Wash's recommendation, I posted these concerns to the SUNYLA listserv to determine if there were reasons other than contract negotiations to do the survey. The few responses I received brought up some interesting concerns and issues but those that had an opinion on the matter of survey timing seemed to agree that 2002 would be the most sensible year to conduct the next survey.

I have re-entered files for, and updated the letters and forms required for the survey.

##### **SUNYLA Exit Surveys**

I have five SUNYLA Exit Survey responses since May, 2000. I would appreciate if delegates could keep in mind to distribute a copy of the attached Exit Survey Form to colleagues at their respective institutions who are leaving. This is in hopes of getting more responses and thus more data, though I don't mean to say that I want more SUNY librarians to leave their jobs!

Results of the five SUNYLA Exit Survey responses received since 5/2000:

- 1 retired,
- 1 left for another library position
- 3 left the library field for another field of work
- 4 cited better salary as a factor in the decision
- 1 cited better benefits and accruals
- 1 cited better working environment
- 1 cited more technically advanced environment
- 3 cited less stringent or no tenure requirements in the new position as significant in the decision
- 2 cited more professional development in the new position as significant in the decision

3 of the 4 respondents changing jobs cited the stringency of tenure requirements as a factor. in their decision. The 4th, leaving the field, cited in narrative the factor "greater freedom" among other advantages of the new position.

A copy of the exit survey form will be posted on the SUNYLA website.

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

· The publications committee continues to oversee the production of the SUNYLA Newsletter and the Print Directory.

The April 2001 newsletter is currently being readied for printing. Campus news has been received from a large number of delegates. Articles by committee chairs, liaisons, board members, and officers are still being accepted at this date and for a little while longer. Conference preparation articles and information pieces will be featured in the upcoming issue.

The color banner made by the Brockport print office was used on the January issue of the newsletter and resulted in a sharp, eye-catching image for the front page of the newsletter. This banner will be used on future issues.

The committee has received funding for this year and has covered expenses for all publications up to date, including last year's print directory done by the Brockport print office. The cost for the directory was less than the previous year.

Any questions about the newsletter, please call Jim (607) 436-3454, email [coanj@oneonta.edu](mailto:coanj@oneonta.edu).

#### **4.7 Clearinghouse -- Candace Merbler**

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

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

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

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

With most documents being available through the World Wide Web, it would be suggested that the Clearinghouse adapt a policy to allow the electronic submission of materials into the Clearinghouse collection (which would be available directly from the Clearinghouse web page), in addition to accepting printed documents (which would only be available for loan by contacting the Clearinghouse Coordinator).

Individuals wishing to have their documents linked to the Web page would submit their documents in electronic format, and the Clearinghouse Coordinator would be responsible for linking them to the appropriate section of the Web page.

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

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

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

#### **4.8 Web Manager -- Laura Cohen**

##### **1. Status of the organization's Web site**

The site continues to be updated as requested.

During the month of February, the main page of the site was visited 360 times. These pages had in excess of 100 hits:

- conference page
- alphabetical list of libraries in the SUNY directory
- 1999 conference newsletter

Other frequently visited pages:

- SUNYLA listservs
- SUNYLA directory
- Newsletters
- "Library Instruction Web Pages for Users – SUNY"
- list of officers

Once the site is moved to the new servers at the University at Albany, I will run monthly usage reports using Web Trends Log Analyzer (as part of the Enterprise Suite software). These reports will be archived.

## **2. Status of the domain name [sunyla.org](http://sunyla.org)**

Implementation of the domain name has been delayed due to the press of high priority work involved in establishing the new Web servers at the University at Albany. I have recently repeated my request that the implementation take place as soon as it is viable.

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

- None
- Update by Julie Wash --Ellen Mancuso has been working on sending newsletters to state officials in order to better advertise SUNYLA

## **5.0 Liaison Reports**

### **5.1 COA -- Natalie Sturr**

With the SUNYLA business meetings coming up, I want to take this opportunity to provide you with a COA Liaison report. This report is a bit different from what I usually provide.

I would like to thank SUNYLA for the opportunity to participate in COA as the liaison. This has provided me the opportunity to participate in COA Executive Board meetings, the COA Fall Business meetings, and the annual SUNY Technology Conference. It has allowed me to meet and talk with a variety of computing, networking, and CIO colleagues within SUNY. I have worked with the COA Executive Board to provide a representative to the SUNYConnect Advisory Council and to other SUNYConnect committees. As you know from past reports, I am on just about every agenda providing reports and answering questions on library technology, LAIP, and most recently, SUNYConnect.

My involvement has facilitated communications with the COA community. A wonderful example involves a Banner interface with Aleph. (Banner is the student information system used on 20 or so SUNY campuses). When a new LMS was still a dream, I was approached at a COA meeting by the director of the SUNY SICAS (Student Information and Campus Administrative Systems) Center. The Center wanted to get involved in the LMS project, and as early as possible, to develop a Banner interface. I took that information to various SUNYConnect committees, and the SICAS Center continued to stay in contact with me.

At a COA meeting this fall, I was approached by a SICAS staff member - a person I had never met - to see if they could start working the Banner/Aleph project. Soon after, the project began. A SICAS staff person attended one of the "Intro to Aleph" meetings with Oswego to get a feel for the system. Documentation was collected and specs were drafted. Specs have been shared with all Banner campuses; however, Fredonia & Oswego have been the most involved as they are currently working with Banner. Currently, the specs are in the third draft and the application is being written. Testing of phase I will begin soon.

So what is the point I am trying to make? I wanted to share this as just one example (albeit a large one) of how the COA liaison position can benefit SUNY libraries.

## 5.2 FACT -- Mark Smith

Mark your calendars!!!

### **10<sup>th</sup> Annual Conference on Instructional Technologies (CIT) :**

"An Odyssey of Innovation" ... sponsored by FACT Committee

SUNY Geneseo

May 29th to May 31st, 2001.

An extremely valuable conference where librarians have the opportunity to "network" with faculty colleagues from all disciplines and throughout SUNY to share experiences and insight into applying technology to the teaching and learning process. Librarians have much to share and learn at CIT. Sessions include library and information service topics and issues. CIT is very affordable and very enjoyable.

**Registration materials:** Available from your campus FACT Rep. Or Register Online at <http://cit.suny.edu> For additional information contact SUNYLA FACT Liaison Mark Smith at [msmith@alfred.edu](mailto:msmith@alfred.edu) (607-871-2942)

**About the conference:** The focus of the conference is on technology enabled teaching and learning across all curriculums and throughout SUNY. Several sessions on library collaborations and initiatives will be presented by members of SUNYLA. In addition, there will be a strong focus pedagogy and on instructional tools and through the use of technology (i.e. CMS & software tools)

Sample sessions include (but are not limited to):

- Preservation, Access, and Fund-Raising: Digitizing Images from a Unique Library Collection
- The Role of Librarians in Teaching Information Literacy to the First Year Experience Students
- The Invisible Web: Finding "Hidden" Data On the Web
- Copyright and Fair Use for Educators in the New Information Age
- Meeting ADA Compliance for Department Web Pages
- The Wireless Student In or Out of the Library
- Web-based Strategies for Improving the Evaluation of Research Materials
- Student Learning Portals: Beyond Departmental Web Pages
- "Cast Ye Your PURL's": Using Persistent URL's in Instructional Web Pages
- Trying To Maintain Spontaneity in the Shift From Face-To-Face to Electronic Distance Learning: A Personal Account
- Ethical and Legal Issues Related to Emerging Technologies, New Environments and Evolving Faculty Roles

## 5.2 SAC -- Laura Cohen

The SUNYConnect Advisory Council (SAC) met on December 6, January 17, February 21 and March 27. A few highlights of the meetings:

- SAC is voting on a proposed migration schedule for all the participating campuses. While this schedule will be subject to review over time, it will help campuses to make long-term plans. The migration schedule runs in half-year increments through the summer of 2004. Once the schedule is finalized, it will be released to the SUNY community. An overview of selection considerations will be included.
- Binghamton has agreed to serve as the pilot site for the union catalog.

· NYLINK is joining with SUNYConnect to explore document delivery options and eventually coordinate this activity for us. NYLINK will design an RFP to get the process moving.

· SAC has formally endorsed the Internet2 strategic direction presented by Chris Haile of ALIS and sent to Provost Salins. This strategy would implement Internet 2 on all SUNY campuses, and serve as the high-speed backbone we need for SUNYConnect.

· Shared remote storage is now being addressed. A small team from OLIS and campuses will develop an RFP, visit existing storage sites, and hire a consultant to complete a needs assessment. The goal is to produce an RFP by February 2002 so it can be presented to campus administrators and be included in the next 5 year capital plan (2003-2005).

· The latest database purchase for SUNYConnect is Elsevier Science Direct, with an offering of about 700 full text journals.

### **5.3 UUP -- John Schumacher**

#### **Introduction.**

I've served as UUP Chapter President for System Administration since October 1998.

Prior to today's meeting I spoke with Bill Scheuerman (President of UUP). Bill indicated that he'd like to meet with the Executive Board/Council. (I did mention today's meeting as well as the meeting at Corning to him as the more immediate options.)

#### **Statewide/National Issues.**

Bill serves as a Vice-President of the American Federation of Teachers. He is now the Chair of the AFT Program and Policy Council (for higher ed. issues). This has UUP in an agenda-setting role for higher education issues for this national union.

I think we can be certain that the New York State budget will be late (April 1st is the deadline). Many are speculating that the budget will be very late (read months).

There is ample evidence of UUP's political clout. The SUNY Board of Trustees and Chancellor are, this year, advocating for real increases in the SUNY budget (in contrast to previous years). This includes at least some rhetoric for increasing the number of full-time SUNY faculty. These are, of course, positions that UUP has been advocating for years.

(Unfortunately, today Bill sent out a request for chapter leaders to counter info. just distributed by SUNY indicating that 80% of the SUNY faculty are full-time.)

There is money in the Governor's budget to help with the SUNY hospitals' deficit. Some \$51 million covers less than one quarter of the deficit, however.

The Assembly budget resolution includes a phased in program that would cover the 3% of salary that many of us in the Optional Retirement Program pay into our pensions.

#### **Salary Survey.**

I attempted to get in touch with Dave Kreh to ask him about this issue. I have not heard back from him yet. The gist of this from UUP's point of view is that it is a constant struggle to get accurate numbers (see above) from SUNY and that salary info. obtained through the SUNYLA survey would be a good supplement to the figures that UUP is able to track down.

### **5.5 NYLINK -- Kathy Gundrum**

#### **Nylink has moved!**

We are at the Kenmore Hotel Building at 74 N. Pearl St., Fifth Floor in downtown Albany. All contact information remains the same. We are hosting an Open House on Wednesday, April 25 from 3:00 -6:00 pm. Register at <http://nytink.siiny.edu/open.htm>. Please join us!

#### **Staffing**

Jeri Stelling has joined our staff to support and coordinate publications of Nylink's Cooperative Purchasing Program products.

Joe Ceterski, has resigned and will be leaving at the end of April. Nylink is looking to fill the position of Reference and Internet Services Librarian to provide" training., user support, and consultation on OCLC Reference and Resource Sharing products and services including FirstSearch and Electronic Collections Online.

## Programs

Register for all programs from our Web site <http://nylink.suny.edu>]

### *An Introduction to Financial Management for Librarians*

Wednesday, May 9, Metropolitan New York Library Council, New York City; Thursday, May 10, Capital District Library Council, Albany; Friday, May 11, Dutchess Community College, Poughkeepsie. This session will be repeated in Rochester, Syracuse and the Southern Tier region in the Fall. Costs vary by region.

### *OCLC Users Days*

Wednesday, May 23, Nazareth College, Rochester and Thursday, May 24, FIT, New York City

Learn more about OCLC's Extended Worldcat Global Strategy and receive updates and discuss OCLC products and services. To include views and perspectives on OCLC ILLiad and the OCLC WebExpress service by current users. Nylink, Full members for Rochester/NYC: \$35/\$45.

### *An OCLC Institute. Creating a New Reference Librarianship*

Wednesday-Friday, May.30-June 1, 200.1, Western New York Library Resource, Council, Buffalo View a program description and sample agenda and register on the OCLC Institute Web site at <http://Hodc.org/institute/courses/kamref.htm>.

### *Basic Serials 'Cataloging fin cooperation with the Serials Cataloging Cooperative Training Program]*

Thursday and Friday, June 28-29, Adelphi University, Long Island and Monday and Tuesday, July 9-10, SUNY Cortland.

LITA [Library and Information Technology Association] Regional Institute:, Database Driven Web Sites: Thursday, July 26, Albany [details to follow]

Nylink Information Showcase at the Holiday inn Syracuse/Liverpool, Tuesday, October 30, 2001. [details to be posted]

### *OCLC Services*

OCLC ILLiad and WebExpress demos are being offered throughout the state this Spring. Register at <http://nylihk.suny.edu/training.htm>

### *FirstSearch:*

Renewal letters for subscription and blocks of FirstSearch searches are being mailed out in early April. The cost for block searches will be 67 cents per search, or \$335 per block, effective July 1, 2001. The current price of 64 cents per search, or \$320 per block, is valid for all orders placed and processed before June 30, 2001. Information about the renewal will be on our Web site, including an order form. The order deadline is June 1, 2001. For questions regarding your FirstSearch order, please contact Donna Dixon [dixond@nylink.suny.edu].

### *FirstSearch Newest Enhancements:*

· Partial full-text of CINAHL is Planned: 40 to 50 sources currently on CINAHL will make full-text available through OCLC FirstSearch sometime this summer.

·

Low Search Notification: Libraries accessing FirstSearch on a per-search basis may implement an option that generates an e-mail message sent to the library when an account falls below a locally defined threshold. To activate this option, log on to the Firstsearch administrative module at <http://firstsearch.ocic.org/admin> and complete the Low Search Notification screen within the System Settings area.

## **Nylink Cooperative Purchasing Program Services**

Renewals for several Coop. products are coming up:

### **Coop Renewal Calendar**

Publisher/Product	Renewal Forms Due at Nylink
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CIS Universe - 1 (Subscription Period Ends May 1)	April 11, 2001
Lexis-Nexis Academic Universe	May 7, 2001
CIS Universe - 2 (Subscription Period Ends June 30)	May 7, 2001
AccessScience	May 11, 2001
Oxford University Press	May 21, 2001
Grove	May 30, 2001

Renewal packets will be mailed out soon, along with a checklist with all renewal packets to help you, keep track of your order's status. Starting in early April order forms, license agreements and pricing information will also be available at <http://nylink.suny.edu/2Stop/> Please contact Cooperative Purchasing with any questions you may have: Nancy Steele [steelen@nylink.suny.edu](mailto:steelen@nylink.suny.edu); Tatiana Sahm [sahm@nylink.suny.edu](mailto:sahm@nylink.suny.edu); Jen Stelling [stelling@nylink.suny.edu](mailto:stelling@nylink.suny.edu)

The aggregated price for LEXIS-NEXIS Academic Universe is \$1.67/FTE

## 5.6 OLIS -- John Schumacher

### SUNYConnect LMS

- Fredonia went "live" with the ALEPH software on February 1, 2001.
- The other pilot sites are involved in evaluating test databases.
- Larger, "production" Sun computers are to be shipped April 6, 2001. This also includes a test system for OLIS' use.
- The OLIS contracted with DRA/Multilis for a new version of their report program. This allows for the complete extraction of serials data from the Multilis system.
- The Data Management Working Group has been formed. The members are John Edens (University at Buffalo), Michelle Eichelberger (Finger Lakes Community College), Maggie Horn (convener; SUNY OLIS), Nancy Hoshlyk (Plattsburgh), Cynthia Powers (Nassau Community College), David Ritchie (Cortland), Jane Subramanian (Potsdam). See also <http://www.sunyconnect.suny.edu/aleph/lmswork.htm>
- A call for participants has gone out for the Access Management Working group. <http://www.sunyconnect.suny.edu/aleph/amworkgroup.htm>
- SUNYConnect Advisory Council is finalizing the migration schedule for the other SUNYConnect LMS participants.

### SUNYConnect Databases

- HarpWeek (Civil War segment 1857-1865) full-text, full-image database has been added.
- SUNYConnect now provides online access to the full-text of approximately 740 Elsevier journals. Thanks go to Provost Salins for helping to fund this agreement in its first year.
- OLIS and SLiCAT are working on an updated SUNYConnect database plan. It is likely that this plan will involve a multiple tier model of "core" and "comprehensive" database collections (the latter including databases not needed by every SUNYConnect institution).

### SUNYConnect Briefings / Publicity

- Mr. Carey Hatch met with the SUNY Faculty Senate to discuss SUNYConnect; a Senate representative on the SUNYConnect Advisory Council is being considered.
- Carey also met with SUNY Trustee Bernard F. Conners regarding SUNYConnect and other SUNY library issues.
- UUP article on SUNYConnect and other library issues. <http://www.uupinfo.org/voice/jan/jan01.html>
- For additional information about SUNYConnect
  - <http://www.sunyconnect.suny.edu/>
  - <http://olis.sysadm.suny.edu/sunyergy/>
  - <http://www.sunyconnect.suny.edu/sunyconnection/>

### SUNY OLIS

- The OLIS extends sincere thanks to SUNYLA for advocating for increased staffing for the office. The OLIS now has a staff of ten.
- Thanks to SUNYLA for assistance in selecting SUNYConnect-related committee and working group members.
- SUNY OLIS has moved. Visit us on "3 South" of SUNY Plaza. Telephone numbers, email addresses, etc. remain the same.

## **6.0 New Business**

### **6.1 ALEPH Users Group -- Maureen Zajkowski**

Julie Wash stated that Maureen Zajkowski wanted to know if SUNYLA wished to take a leadership role in the creation of a New York ALEPH Users group. People currently in the MultiLis Users Group would be available to join. Julie suggested that SUNYLA should start a SUNY-wide group, and expand membership to users in New York State outside of SUNY as needed.

Bill Drew stated that we may need to check with Exlibris to see what they wish to do as to whether we can have a SUNY only group.

Julie made a motion that SUNYLA take an active leadership role in the development of an ALEPH users group in New York State. Bill Drew seconded. The vote was passed unanimously by all present.

Gretchen Douglas will see about gathering volunteers for the group.

### **6.2 Salary Survey Discussion -- Fred Bauer**

Discussed with the Personnel Policies report above.

### **6.3 NYLA Organization Membership**

Julie Wash discussed the possibility of having SUNYLA join NYLA, as an organizational membership would cost us \$75.00 annually and would give us a greater voice with the state library now that there is new legislation ("New Century Libraries"), which includes an academic library component.

After a short discussion, a vote was cast for SUNYLA to join NYLA. The vote was passed unanimously by all present.

### **6.4 NYSLAA Donation**

SUNYLA received a letter from NYSLAA asking to advertise in the NYSLAA newsletter. A full page advertisement would cost \$500.00. In this ad, SUNYLA could encourage membership and conference participation from the NYSLAA members. A vote was cast that SUNYLA create a full page advertisement and allocate \$500.00 to pay for the ad. The vote was passed unanimously by all present.

### **6.5 Approval of funding for Mark Smith and Gretchen Douglas to attend the annual SCLD conference at the Sagamore, April 18-20, 2001**

Gretchen Douglas requested funding for she and Mark Smith to attend the SCLD conference in April at \$348/person. A vote was passed unanimously by all present.

### **6.6 Liaison from 3R's to SUNYLA**

Gretchen Douglas stated that Janette Smithee, from the 3R's, requested that they wished to send a liaison to SUNYLA meetings for outreach purposes and to hear our concerns. Gretchen made a motion for a 3R's liaison. The vote was passed unanimously by all present.