

DIRECTOR'S COUNCIL
November 16, 2005

Dennis Andersen: (Serials, Acquisitions & Control)

(1) Susan and I have been working closely with Fang Peng (a) to link caption/pattern records to the appropriate order records and subscription lists (Fang set up a special program for this), and (b) to establish a program to enable the checking in of future periodical issues in the correct sequence. Fang also set up a program to correct punctuation inconsistencies (e.g. double colons and extra spaces) in the recording of periodical issues when these are transferred over from Aleph 14.

(2) Our Ebsco subscription renewal invoice for 2006 is ready for EDI loading (a total of 2952 line items @ \$1,833,494.59) ; although we will be spending a good deal of time examining and revising possible problem entries, this is still a great time saver over manually posting all these entries.

(3) Serials binding and receiving are basically up to date. We have, however, had problems with student computers and printers; DoIt is aware of these problems.

Dana Antonucci-Durgan: (Chemistry Library)

- The Chemistry Department donated some older volumes of Biographical memoirs (National Academy of Sciences (U.S.)). The volumes fill gaps in our collection.
- We have transferred some chemistry journal subscriptions to the online only version for 2006.
- Chemical Abstracts Service has released the MAC OS X version of SciFinder Scholar. A request has been sent to have the client software loaded on SoftWeb.

Nathan Baum: (Digital Resources)

Aimee de Chambeau has been here for just over 2 months and very quickly proved to be a valuable asset in e-resource management. She's been spending a great deal of time working on publisher lists to verify that we can access what we should be able to access based on our subscriptions. She has primary responsibility for SerialsSolutions management, including ArticleLinker, and has also been doing some access troubleshooting. She's also been evaluating Electronic Resource Management Systems (ERMS) and is working on developing forms that can be used to collect consistent information for our e-resources for eventual input into a Microsoft Access file and/or an ERMS. We have been getting very good help from our intern, Yuet (Clara) Tran, who is also helping the STARS OPAC team in the Aleph 17 testing.

Standard & Poor's *Research Insight on the Web* has been installed in one of the computing sites in Harriman, and also on some faculty workstations. It will soon be installed on the Social Sciences Data Analysis lab's server.

I've been processing database renewals since August (for Sept. renewals) up to now (for Jan. renewals). I am reviewing usage data before making renewals-- currently reviewing some of the

WilsonWeb databases for possible cancellations. One bottleneck in the process is the requirement to write justifications for any purchases over \$2500.

I attended a SUNY Council on Access and Collections (SCAC) Meeting in September and will be going to another early December. We have just about closed a deal on buying the Institute of Physics Archive collection at a very reasonable price. The Research Foundation agreed to pay for Stony Brook's share of the cost. SCAC is also looking into some other journal collections for 2007. One item of interest on the September agenda was a proposal for the SUNY Center libraries to coordinate purchase of university press books. We should hear more details about possible ways to implement this project at the December meeting. The Council also met with the Center directors to discuss ongoing projects and plans. On Chris's recommendation, I have made copies of the 2004 – 2005 SCAC Annual Report available for today's meeting.

David Bolotine: (Cataloging)

The October OCLC usage report indicated a drop in our WorldCat exports. It also indicated a significant rise in Authority exports. This rise is attributed to the project which hopefully will do away with a costly and inaccurate vendor service. We have also begun cataloging some backlogs which will add thousands of new titles to our database.

Version 17.2 training has gone smoothly due in large part to a motivated staff. Some of the new features will make the system a much more efficient and useful bibliographic tool. For example it will now be possible to link to an LC bibliographic record from a STARS record; we will now be able to test the validity of URL's used in our records and instantly connect and view our MARC records in the various Web OPAC displays.

Barbara Brand: (ILL)

Donna and I have prepared profiles for Direct Request through WorldCat. This means that ILL requests for books in WorldCat can be placed without staff intervention if the book is held by one of the SUNY libraries. Nathan and Aimee are working on implementation. All the SUNY University Centers plan to have Direct Request in place by January 2006.

Problems have been resolved regarding LAND delivery of books from the Main Library and HSL to Stony Brook Manhattan. The Manhattan hub returned books to the Plainview hub without delivering them.

Sherry Chang: (Public Services)

Janet Clarke: (Library Instruction)

Assistant Instruction/Computer Science Librarian Search: It was a very busy month of interviews for the Assistant Instruction/Computer Science Librarian position. The search is completed and a candidate has been forwarded to Germaine for finalization. Many thanks to the Search Committee, comprised of Gisele Schierhorst (chair), Godlind Johnson, and Bushra Butt, and all those who participated in the process.

Library Workshops: We had a very successful month of workshops, compared to past attendance records. This may be due to better marketing efforts. We are getting good inquiries for EndNote.

Classroom Cameras: It was agreed at the last Director's Council that library classroom cameras will be removed. The Instruction Team voted overwhelmingly in favor of the removal.

Guest Lecture: I did a guest lecture on Asian Americans for AMR397, American Culture, on Oct. 19.

Richard Feinberg: (Preservation)

Our very excellent U.S. soil survey book collection in the Map Room (over 3000 volumes containing text and large folded maps) has been rehoused in 450 archival boxes. Their previous arrangement on shelves did not provide the support they need for longevity.

I attended a conference on Nov 1 and 2 in Boston on how leaders in the field of digital resource preservation view issues, trends, and practices.

Josephine and I, through LILRC, gave a small workshop to Long Island library workers who are responsible for repairing books in their libraries. This is the third we have offered. We've been trying to expand this outreach program.

Chris Filstrup: (Library Administration)

As everyone has seen, the circulation links will be broken starting this Saturday, Nov. 19, and completed on Sunday, Dec. 4. The all-campus email kept it simple by mentioning only the first date.

The Academic Rehab request went to Maria Doelger on Tuesday. It's on the shared file and I will hand out copies. It continues our work on upgrading Circulation, and it requests funds to upgrade the new offices on the fourth floor north and the main corridor.

We are beginning regular (semester) meetings with HSL's counterpart of our Administrative Council. First meeting, Nov. 29. Please let me know if there are topics you would like on the agenda.

On October 20, Sherry, Dan, Jim, and I visited the library at Southampton College (SC). The library holds about 150,000 volumes jammed into a completely inadequate 1970 building, 18,000 sq ft. 180 subscriptions, and a modest collection of databases. The collection is cataloged on LIU's ILS (III?). Two librarians, one professional, and one clerical staff remain on board. The campus student population is currently 150, down from a high of 1400. SBU is leasing a building to deliver part of our undergrad Marine Science degree and plans to split that degree between first two years on this campus and the last two years at SC. What other curricula will be delivered at SC is up in the air, but there is some discussion of continuing SC's writing and fine arts programs. A well-designed new library building (28,000 sq ft) is about two-thirds completed. It

will easily accommodate computer workstations, generous reading areas, a classroom, and a cybercafé. I have requested Dick Mann to secure the print collections and to make finishing the new building a top SBU priority.

The SUNY Advisory Council (advisory to the SUNY Provost) has requested feedback on which primary objectives should flesh out each of the three directions: 1) SUNY-wide library systems; 2) Collaborative collections and access management; and 3) SUNY-wide digital library. Should we have a special meeting to discuss these directions? The due date is Nov. 21.

Attached is the PowerPoint presentation I gave to library liaisons last week. The big question is how to follow up with the two action items.

Brigitte Howard: (Documents Receiving & Serials Cataloging)

Clancy came for another pick up on November 9th. Between a fire drill and the theft of the elevator key, things were hectic that day. With no news about a replacement of Mark Hia, I can barely keep my head above water and can not take any new project.

Germaine Hoynos: (Personnel)

Personnel Actions Update –

Resignations, retirements, terminations:

Nazanin Karimi, effective 11/18/05

New Hires/Promotions:

William Glenn, Visiting Assistant Librarian, Reference Department, effective 11/3/05

Vacant Positions:

- Bibliographic Instruction/Computer Science Librarian: interviews complete; candidate selected for hire – file presented at 11/14 EEO meeting; approved file to Diversity for permission to hire
- Business Librarian: interviews completed 11/10 – waiting for search committee recommendation
- Webmaster - Librarian position: three candidates selected for interview, one has withdrawn, two interviews have been scheduled
- Music Library SL-1, .50 FTE: candidate accepted another offer, position has been re-written; will be submitted to Class and Comp for review and then posted
- Music Library SL-1, .50 FTE: position to be created for evening/weekend circulation
- Circulation SL-1, .50 FTE: position to be created for evening Circ/electronic reserve duties – full recruitment will be conducted
- Serials/Acquisitions SL-1: PDAR submitted to HR – add'l information provided to Class and Comp., in queue to be posted
- Special Collections SL-1, .50 FTE: submitted to Class and Comp, in queue to be posted
- Copy Cataloger for Govt. Docs., SL-2: Admin. Council approved recruitment – submitted to Class and Comp., in queue to be posted

- Bibliographic Instruction Assistant, SL-1: description rec'd from Janet/Sherry, will be submitted to Class and Comp with the slightly revised duties
- Keyboard Specialist, CRR, .50 FTE: Classified Recruiting has not been able to give us an adequate Clerk I pool of applicants – we have re-worked the duties to see if Class and Comp will approve a recruitment as a Keyboard Specialist

Iraq Digitization Librarian: not active

Clerk I: Photocopy – not active

Clerk I: part-time, Chemistry Library – not active

Godlind Johnson: (Science & Engineering Library)

SEL: Shifting, weeding, moving periodicals continues (moving science journals from Main Stacks, or 4th Floor Storage to NRR or Offsite, or waste bin).

We are trying to enforce truly "Silent Study Areas" - continues to be a challenge.

Reference: William Glenn is our long awaited new adjunct reference librarian; he began work on

Nov. 3 and is covering many hours at the reference desk, including one evening slot.

Daniel Kinney: (Technical Services)

The library has begun to process the Tentaro Inoh Collection in Japanese Studies. Professor Inoh was a historian and collector of rare books. The collection, which consists of about 15,000 volumes on history, literature, archeology, religion, and other subjects, was obtained by Dr. Sachiko Murata, director of Japanese studies. Tatsushi Hirono, a doctoral student, has been hired to help with the processing of the collection.

Gifts (from Bob Lobou)

The Library has acquired the book collection of Mr. Michael Dorman, a journalist, editor and local author from Dix Hills. Mr. Dorman is currently working as a senior editor at Newsday, Formerly he was a public affairs reporter for Newsday for many years, covering major events in the second half of the 20th century, including the Kennedy assassination, the Civil Rights movement, Martin Luther King's crusade, the Iran Hostage Crisis, etc. He has also authored at least 12 books relating to politics, civil rights, the secret service, and the vice presidency, as well as a biography of George C. Wallace. At Kristen's and Jason's request, Mr. Dorman also donated the manuscripts and galley proofs from his books.

An example of community service: Bob Lobou and Elissa Daub worked with the Port Jefferson Free Library to donate about 300 children's books to a library in Louisiana. The children's books were included in a collection donated to Stony Brook.

James LaPiano: (Building Manager)

1. Entrance ceilings to passenger elevators being refurbished on all floors.
2. Still waiting on final decision for surplus furniture from old Biology Library.

Min-Huei Lu: (Acquisitions)

Kristen Nyitray: (Special Collections)

- 1) Kristen and Jason submitted a \$7500 grant proposal to the Stony Brook Alumni Association. We requested funds to complete the digitization of *The Statesman* (campus newspaper) from 1957-1979.
- 2) The department hosted the national AIDC conference, "Truth in Technologies 2005: Supply Chain RFID" on October 27 and the AIDC 100's annual meeting on October 28. Over 125 professionals in the field of AIDC and students attended. The AIDC 100 plans to return to the University again next year.
- 3) We received four feet of manuscript materials from author Michael Dorman. His career as a reporter and editor at Newsday has spanned almost forty years. He also donated a large collection of books to the library.
- 4) Meredith has processed approximately 450 feet of materials produced by the national organization Environmental Defense. This includes the papers of the founding members, the New York Office (national headquarters), and the Colorado Office. The remaining offices to be processed are Berkeley and Washington (500 feet).

_____ : (Computer Science)

Gisele Schierhorst: (Music)

On October 26, Andrew and I met with the Music Department's Library Committee. In my report to the Committee I outlined the library's current fiscal crisis. Committee Chair Sarah Fuller plans to convey the urgency of this matter to the department's faculty and students, as well as to campus administration.

Ten computers have been installed in the Music Library's listening carrels and are running successfully. Anthony and Andrew provided a demonstration to the Music Dept.'s Library Committee. Course reserve listening assignments, Blackboard and music research databases are accessible from these machines. The network should be fully operational for the spring semester. My thanks to Andrew, Anthony and Andrew Johnson of Instructional Computing for their diligent work on this project.

On November 1, John, Andrew and I attended an MLA-GNYC chapter meeting at the Brooklyn Public Library. Plans have been drawn for a Fine Arts Library to begin construction in 2008. Several BPL staff members gave presentations about the proposed new building as well as current collections and services. As Chapter Chair I hosted a brief business meeting. Sites for a spring meeting are now under consideration.

Thanks also to David Ecker and DoIt for facilitating the purchase of a new computer for John Andrus with the capabilities that are required for cataloging a variety of formats.

Hélène Volat: (Reference - Godlind Johnson will give updates)

On sabbatical

David Weiner: (Circulation)

1. Two new PC's and flat screen monitors were installed at the Circulation counter.
2. I requested that all software including internet access be removed from our Book Return monitor. Hopefully, this will help remove 'distractions' while students check in library material.
3. We continue to have problems with students stealing the internet wire connections from STARS terminals on 2 and 4. When we contacted Raul to find out if he could secure these better, he reported back,

"I have the new thin clients but I'm still missing the security cables and I think new screens that will go throughout the Libraries. When the missing pieces arrive I'll be able to install proper security to them."

4. There was a major problem with material not being delivered to Scott Sullivan at the Manhattan campus, via the LAND courier service. Arlene and Barbara investigated and the problem is, hopefully, being resolved in terms of how the material will be delivered to Manhattan and returned to SB.
5. We're attempting to clear up billing issues prior to running our Aged Bills: permission to write off fines totaling \$100,372.58. These are uncollectibles from the years 2001 and 2002 for patrons who are no longer active in the system.
6. All but 2-3 tests for the Circulation/Billing/Reserve testing scenarios for ALEPH 17 have been passed. The others are pending action but not failed.
7. At our Circulation STARS meeting, it was decided that all emails should now be sent to the patron's preferred email address rather than the campus email address.

Ken Doyle: (UUP Representative – No Report)

Charlie Bowman: (DoIT Client Support)

We have deployed about 15 of the 22 new machines ordered. The rest are being worked on and will be moved out soon. One problem is the new machines all use USB connections for keyboards and the barcode scanners are still old ps2 connections. A USB/ps2 connection converter is needed. New barcode scanners will be USB compatible.

All Aleph installs are up to date. We are working on scripts necessary to remove old versions and upgrade to next stage using SMS. Raul suggested that we try Aleph client on his unused terminal servers. He has been supplied with the latest package and will install it. We are not sure what to use this for as settings will be rather generic at this point. But this could give anyone without the Aleph client installed an easy method to connect to the terminal sever and use Aleph. This could be good for instruction or demonstrations. More investigation is needed.

Nikia is investigating the relationship between font size and display resolution. This involves settings in both Windows and Aleph. The goal is to find a combination that will yield best viewing without the need for a 20 inch screen. I believe this has been demonstrated in Circulation and Tech Services.

Phil Doesschate: (DoIT Information Systems)

Nancy Duffrin: (DoIT Instructional Computing)