

DIRECTOR'S COUNCIL
January 16, 2008

Dennis Andersen: (Serials Acquisitions and Control)

(1) We have finished checking and revising (as needed) Ebsco's 2008 renewal invoices, and are in process of updating our fund code spreadsheets with 2008 prices. As these are updated, they will be posted within the share folders. This process is ongoing throughout the fiscal year.

(2) We continue to clean up our serials binding backlog. This is a slow process, as accumulated problems arise relating to the binding of new titles, title changes, format and frequency changes.

(3) Other operations (invoice payment, claiming, and serial receiving) are mostly up to date. However, in the absence of Liz, Dianne Cyrus has had to shoulder many new responsibilities and an increased workload, which may cause some of these operations to slow down a bit.

Dana Antonucci-Durgan: (Chemistry Library)

We are continuing to plan for the renovation project with an anticipated start date of Fall 2008.

Nathan Baum: (Digital Resources)

Aimee, William, and I have been focused on implementation of our federated search system, tentatively called "Galaxy." The system has been released to us by SerialsSolutions, and we're testing to see whether we're getting reasonable search results and response times. Aimee customized the design of Galaxy, and has been revising the library homepage to showcase links to the system. With the help of some volunteers (Godlind and Paul), database descriptions are being written. We hope to have it ready for staff viewing very soon. Our goal remains to make it available to users by the beginning of the Springer semester (Jan. 28). One key issue is coordination of its release with Library Instruction.

We now have access to the complete Cambridge University Press electronic journal collection, as well as a significantly enlarged collection of Wiley journals.

David Bolotine: (Cataloging)

Since almost no funds are available for monographs we are working on other acquisitions and projects. The following are the more significant sources of activity:

- 1) A large backlog of books created by many contributors.
- 2) Increased cataloging for Southampton College which include new orders and gifts.
- 3) ContentDM titles are being entered into STARS.
- 4) Cataloging of SBU dissertations, documents, maps, local materials from Archives and Special Collections.
- 5) More staff now involved in STARS authority corrections and new version testing.
- 6) Discards and weeded science library books still arriving for online adjustments

Coinciding with our development of version 18 Authorities is the appearance of the final report of the Library of Congress Task Force on the Future of Bibliographic Control (<http://www.loc.gov/bibliographic-future/news/>) It states that a controlled vocabulary is the essential component of searching the online catalog. STARS provides this service and will greatly expand it in the new version.

Sherry Chang: (Public Services)

- Calendar of Library hours for Spring 2008, starting Jan. 28 is printed and will be distributed shortly.
- Fiona Grady, the new Assistant Library Instruction Librarian reported to work on Jan. 9. Her office is on the 4th floor.

**Janet Clarke: (Library Instruction Team)
ON LEAVE**

**Richie Feinberg: (Preservation)
NO REPORT**

Chris Filstrup: (Library Administration)

1. For discussion.
Per Provost Kaler's email below, I'm thinking of inviting the provost to a Director's Council meeting.

"Dear Colleagues -

I have had a busy first three months at Stony Brook, and during that time I have talked with many, but not all, of you. I have been looking forward to interacting with each of the departments in some depth, and I think that I now have at least some basic facts at hand which would make such meetings useful to you as well. Thus, I would ask you to find a time in the coming semester for me to meet with you and your faculty. The format of the meeting is really up to you, but elements I would like include a conversation with you (alone or with other department leaders), a roundtable with all of the faculty who care to come (this could be part of a regular faculty meeting), and a walk around your departmental space. I would also be pleased to meet with groups of graduate students or undergraduate students (or both) if you feel it would be useful. I think it would probably take 2 or 2.5 hours to get through all of that.

If you can contact my assistant, Darschay Harris-Franklin at dharrisfrank@notes.cc.sunysb.edu, she can work on finding us times that work.

I look forward to these meetings and to learning more about your programs.

*With Best Wishes for the New Year,
Eric”*

2. Although it didn't make it into the governor's state of the state address, NYSHEI's request for \$15M did make it into the final report of the Commission on Higher Education. After a follow up meeting with one of Spitzer's aides, NYSHEI is proposing that if funded the \$15M be expended for state-wide licenses as follows:

Scopus	\$2.8M
Elsevier e-books	\$1.2M
Wiley Interscience	\$3.0M (matched 1:1 by NYSHEI members)
ScienceDirect	\$8.0 (matched 3:1 by NYSHEI members).

If funded, this State support would free up \$500K in our collections budget as well as provide Scopus and Elsevier e-books.

3. We submitted four requests for Academic Rehab/Quality of life funds:

- Furniture and carpeting for former systems room space in NRR
- Piano and furniture for Music Library
- New furniture for CRR.

4. Brent Lindquist, Associate Provost, is working on converting Building 17 on the Gyrodyne property to a storage facility. David W and I gave him shelving specifications for storing 500,000 volumes (about 30,000 sq ft).

Brigitte Howard: (Documents Receiving & Serials Cataloging)

We are preparing our next shipment to offsite, this time mostly with oversize volumes.

Germaine Hoynos: (Personnel)

New Hires/Promotions:

Fiona Grady, Instruction Librarian, January 10, 2008

Sung Ok Kim, Korean Cataloger, start date changed to June, 2008

Vacant Positions:

Southampton Librarian

Not currently under recruitment:

The following positions require additional funding in the 06/07 budget:

- **Webmaster, SL3 or SL-4**
- **Bibliographic Instruction Assistant, SL-1, .50 FTE**
- **Music Library SL-1, .50 FTE**
- **Music Library SL-1, .50 FTE**
- **Special Collections, faculty position**
- **Keyboard Specialist, CRR, .50 FTE**
- **Digitization Librarian**

Godlind Johnson: (Science & Engineering Library)

TLT people have moved out of the NRR office over to the former "Circulation Lounge" - we will miss being able to barge in on them at all times to get attention for computer problems; but, now we have great new space for the public and welcome any ideas on how to best use this space. Current thinking is, comfortable seating for quiet study and laptop use.

Began shifting the upstairs book collection to put the Comp Sci books in their proper places; currently they form a separate collection.

Daniel Kinney: (Technical Services)

The SUNYConnect recharge was sent to the campus last week. The Melville Library's share was \$90,636. Once the transfer of funds for ScienceDirect and the Aleph server are completed, it may be possible to allocate more funds for monographs. I am currently doing a midyear review of the collections account and budget.

Gifts (from Bob Lobou): We are waiting for a signal from the executor of Catherine Von Schon's estate to remove her books from her house. She left the linguistics books (the

majority of her collection) to the SBU library according to her will. Donna Sammis and I will arrange to transport them when approved.

Helen Harrison arranged with the executor of the late Long Island artist Claus Hoie for his large art book collection (350-400 art books) to be donated to the SBU library and Jim is making arrangement for them to be packed and transported from his East Hampton mansion.

Many books earmarked for the book sale were given to the Career Center as part of their annual book drive. They send them to Better World Books, an online-book seller. I asked that the proceeds be donated to the library.

I am still selecting books from the SCLS collection. Since they are to be "carted away", I figured we should take them for Stone Books. Whatever is not needed for the stacks or Southampton can be placed in the book sale to benefit the SB community and the library finances.

Chris informed me that Wolf Schafer of the Center for Global Studies (now located on the 5th floor) was asking about the United Nations material. I offered to meet with him and show him a sample of what it contains. Still waiting to hear from Nathan and Aimee about a grant proposal for processing and digitizing the loose paper material (the bulk of the collection).

James LaPiano: (Building Manager)

1. The staging for the retrofit and upgrade to our passenger cars has begun.
2. Two new classrooms will be opened for the Spring Semester on the fourth floor and the Alliance Room will also be used as a classroom.
3. NRR wall has been removed. New Sinc tech area is operational.

Susan Lieberthal: (Interlibrary Loan)

Set up of Loansome Doc account with Health Sciences Library to assist us in finding medical journal articles we cannot obtain through OCLC.

SUNY Shared collection – 15 books from this collection were sent out through lending November-December 2007.

Tightening up policies on access to our ILL by HSC patrons and also opening up more document delivery for west campus, Manhattan and SH faculty.

Web pages are being revised.

Min-Huei Lu: (Acquisitions)
NO REPORT – PERSONAL ABSENCE

Kristen Nyitray: (Special Collections)
NO REPORT

Gisele Schierhorst: (Music)

We currently have reserves on the shelf for one course offered by the Music Dept. for the winter session.

During the winter break, we've employed three students, who have removed and reshelfed materials from the Fall 2007 semester. One of them is assisting John Andrus in the reorganization of the Music Library Cage collection, which consists of music manuscript facsimiles. John Amrhein is preparing audio course reserves for the spring semester. He's attending the National Association of Music Merchants conference in Anaheim, California this week. Celeste Hessler has been very busy cataloging the Music Library's score backlog. After the last two rows have been cataloged we will focus on the more challenging books and scores which belong to sets and series, as well as gift books, scores and recordings.

The gift collections principally consist of donations by the family of the late Julius Levine, community violist Melvin Berger, the Long Island Recorder Society (of which Godlind Johnson is a member), books and scores from John Andrus's collection, and Smithtown residents Janet and Michael Caputo's donation of books concerning ethnomusicology, including music traditions in Korea. Those items that we wish to keep but are very brittle may be candidates for photocopy preservation, as coordinated by Richie Feinberg.

Richie continues to support our efforts to preserve the Music Dept.'s reel-to-reel recordings. It is becoming more difficult to find the electro-magnetic tape used for the process, but he has found some for purchase. We have approximately 500 more reels remaining.

Hélène Volat: (Reference)

NO REPORT – NOT IN ATTENDANCE

David Weiner: (Circulation)

1. Total returns for finals week - 12/18 through 12/31 = 7,597. AND, for the first time in 150 years, we had some empty book carts after all of the returns were checked in!

2. Winter Reserve: AV=5 courses; Print=3; E-reserves=4
3. We had a Public Services staff meeting on Wed., 1/9 to discuss the proper usage of item statuses, in-transits and Course Reserves.
4. I asked Fang for a report, as per Sherry, to see if we could get the totals for In-transit "check outs," to the home library, in order to deduct these figures from the statistics for total check outs and check ins. The in-transit due date, will change from 30 days to 5 days (determined at the meeting).
5. We have re-organized the sorting area, which will improve the work flow, and added shelf backing for the DVD shelves. Thanks to Hanne, Jeanne and our students who worked on these projects.
6. Fang produced a report, at my request, for all items barcoded with the 41794 (patron barcode) instead of the book barcode (31794). There are 335 total items, most of them from Main, and a handful from Music, NRR, Chem and M/P. Staff will hunt these books down if it's the last thing they do.
7. Another report was produced, showing items that have a status applied (missing, withdrawn, preservation, labels, etc.) and is currently checked out. Public service staff will attempt to resolve/correct these items, if it's the next to last thing they do.

David Ecker for Charlie Bowman: (DoIT Client Support)

1. Client Support has hired a new professional Mark Lang that will be assisting with Iliad and Connexion, Nikia has taken on additional responsibilities in Client Support.
2. We meet and will be working with Inter-Library Loan to discuss implementing Odyssey.

Phil Doesschate: (DoIT Information Systems)

Major projects

1. Authorities Upgrade preparation

The plan of Version 18 Authorities deployment on Magellan was listed in last Director Council Report. Authority upgrade is a part of Aleph18 which has started testing since last summer. It has been tested a couple times already. Before the holidays, Sat refreshed the data from Magellan. Fang has tested the migration and estimated Aleph system down time. We think the best time for the system to go down is in the winter session. David Bolotine wants some of his staff to test it since index structure will be changed and he wants to make sure it is working fine. We need Web OPAC committee to check on the Web too. We need more eyes to check it before it goes alive.

Client Support has installed Pyxis on Linda, Bushra and Bee's workstation in Cataloging Dept. Cataloging Staff is testing general work flow of Authority file. Web OPAC committee member is testing Browse indexes on Stars.

The programs to prevent the Ambiguous heading and conflicting heading flipping to the wrong headings have placed on Magellan, The problems cause some temporary problem on Magellan, "Some subjects not linked", "Some records can't be modified"... Those problem will be gone when the upgrade is done.

Authority upgrade on Magellan will take place on 1/19/2008 noon to 1/20/2008 noon if the testing result is positive.

2. Digital library (Pending)

We are doing the testing with Jason to make ContentDM as Digital library on Stars.

3. Local Library (Stars, HSC Library, Chinese Cookbook, Digital library and E-Journal, etc.) (Pending)

Study local library(STB03) and try to merge different databases so that they can be searched together.

4. GFA Database Access test:

Trying to set up access with GFA database. To query offsite storage items. Working with Robin from Clancy-Cullen Moving & Storage.

General Support:

- Aleph Staff GUI License usage: Adapt program from OLIS and retrieved Aleph GUI concurrent usage data (See attachment).
- Troubleshooting some OCLC records couldn't display correctly in Aleph.
- Patron file loading for correction in before session end.
- Govt Pubs Material Type problem has been solved by customize scripts.
- Aleph GUI problem report by Jeanne Horn.
- Enable Booking notices function for Circulation.
- Troubleshooting for connection of z39.50 in Endnote and ILLiad
- EDI invoice loading with different percentage service charge.
- Solved MASIC Problem: Reported by Catalog, wrong collection was generated when exporting a record
- Globally change SUNY Shared Collection code on Magellan.
- Send Service Pack install information to Raul for library classroom update (Helen)

Report:

- Music library circulation statistics (Oct., Nov, Dec.) (Gisele)
- Asia e-journal List (Min)
- In-Transit report (David Weiner)
- Item with 4179 .. barcode report (David Weiner)
- Report for ARL Questionnaire (Dan)
- SUNY Shared Collection report (Lynn)
- SUNY Shared Collection Cir Stats (Susan)

Circulation

- Check the Music library circulation's In-transit problem
- Setup Central Reading Room workstation for special circulation in holiday
- Troubleshoot the print barcode problem on library patron report
- Answer the question about the circulation report during holiday season
- Answer the question about booking function
- Add the new workstation of North Reading Room onto the In-transit list
- Test changing the due date for in-transit items from 30 days to 5 days on Pyxis.

WebOPAC

- Adjust the brief list display and gridline on request
- Test on Pyxis to add the location information onto the basket brief list
- Add the Southampton sub-library onto the Course Reserve sub-library list.

Graham Glynn / Matthew Froelich: (Teaching, Learning and Technology)

NO REPORT AT THIS TIME

Stephanie Gaylor: (UUP Representative – No Report)