

RUL CABINET  
 University Librarian's Cabinet Meeting Minutes  
 April 21, 2015

Present: Agnew, Askew (VC), Boyle (VC), Cohn, Fredenburg, Fultz, Golden (VC), Izbicki, Just, Kuchi  
 Absent: Glynn

Agenda/Topic	Discussion/Issues	Decision/Action	By Whom/By When
1. University Librarian's Report	The April planning meeting with Dick Edwards was postponed to May 13 due to our VP/UL search and master space analysis meetings. Boyle, Fredenburg, and Just are meeting with Facilities on May 5 regarding moving OIT computing from Records Hall into Alexander Library. When meeting with the VP/UL candidates, please be sure to own and ask your questions. Agnew, Jantz, Beard, Boyle, and Lin participated in a DPN webinar. Boyle attended a DPN breakout session at the recent CNI meeting; will discuss upcoming renewal. Just and Boyle attended CNI last week; will report at the next Cabinet meeting. Next week, Just and Boyle will attend the ARL membership meeting; this is Just's final meeting as a fellow. We will be meeting with the third VP/UL candidate on Monday.	Informational	N/A
2. Pilot Book Repair Policy – Izbicki/Teichmann	Teichmann is unable to attend the Cabinet meeting since he is presenting at NJLA. Teichmann is the architect of the six-month pilot being assessed by LRC. Teichmann has assessed the backlog of unrepaired items, which includes	This is a good resurrection and good practice; will start right away. Once we see how well this works in New	Izbicki will tweak if problems and bring to Cabinet to be formally adopted; might need a summary as a

	<p>some that we have single copies in the system, and some where there are as many as six copies in the same building. We want to reassert our criteria for gifts – do not add things in distressed shape. Teichmann triaged different categories of material – from missing pages in journals to problems with music scores. The selector will make the decision; with multiple copies we will check the other copies to see if they are really there and what condition they are in. We will rely on our good copies and cease having the duplicate. When it comes to things that need routine repair, we will outsource.</p>	<p>Brunswick, we might want to apply system-wide. Just gave kudos to Teichmann for doing a wonderful job of picking up the pieces in the preservation area and moving us forward.</p>	<p>springboard for a policy discussion.</p>
<p>3. Review and Update Fines/Fees Collection Practices - Askew</p>	<p>Askew brought this item to Cabinet because of the security issues involved with staff handling money in Dana Library. Camden and Newark discussed how they handle cash in their Libraries. We need to find a way to work in a cashless environment.</p>	<p>Just agreed that this should go to Access Services for further discussion, with a charge that there should be a policy and implementation by fall. In the interim, anyone having to transport funds will have a CSO escort.</p>	<p>Cashless will be implemented by September.</p>
<p>4. Update on Unattended Belongings Statement in Library Policy – Askew</p>	<p>Just noted that service policies should go to USC before coming to Cabinet.</p>	<p>Send to USC for advice and approval.</p>	<p>Just will take the proposed wording to USC on Thursday.</p>
<p>5. RUL Digital Priorities Review - Boyle</p>	<p>Boyle noted that the digital priorities review is something we agreed we would do every six months.</p>	<p>Cabinet members, primarily Agnew, reviewed their areas and noted progress.</p>	<p>Boyle will update the list, run it by Agnew, and share it again with Cabinet before further distribution.</p>
<p>6. Announcements</p>	<p>Izbicki: My medieval studies monograph is in the copy editing stage.</p>		

	<p>Golden: The Rutgers University Camden Chancellor is holding her year-end meeting for the campus community today. Kris Kolluri, who oversees operations of the newly formed Rutgers-Camden Rowan University Board of Governors, will be giving his report today, too.</p> <p>Just: There was a failed search for the digital humanities assistant professor position in SAS. This new person was going to be the primary liaison for us on the new DH Lab space in Alex. Given this new development, we are not going to have a public "grand opening" of that space this spring. Instead, we are going to use the lab to focus on internal projects and provide the lab to outside faculty for projects, consultations, and instruction. The lab will still be used by us and teaching faculty/graduate students, it just won't be opened as a regular service point at this time. We'll regroup as we know more about the evolving needs of the campus DH community.</p> <p>RIS NB is finalizing the new organizational structure. The new structure will add an "overlay" of departments to our existing faculty/staff model that will allow us to consolidate, define, describe, set goals, and assess our work in key areas. The new departments will be Experience, Learning &amp; Engagement, and Research &amp; Content. The heads of these departments, along with the NBLF chair and an elected or appointed staff member, will serve as the RIS NB leadership</p>		
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	<p>team to help set priorities, identify new directions, and distribute the budget.</p> <p>Askew: Dana Library will be closed for services on May 22<sup>nd</sup> for their first Library Staff Development Day</p> <p>The Fundraising Bootcamp for Libraries will be held on May18-19. Thus far 13 people have registered for the event.</p> <p>Ann Watkins put together Author's Talks on 4/21 &amp; 4/27 that are focusing on open access publishing. She has gotten great participation and collaboration from faculty and Deans across the Newark campus.</p> <p>Chancellor Cantor's Seed Grant Initiative exceeded expectations. They received 72 proposals, including one from IJS/Dana Library.</p> <p>Askew is presenting at the Strategic Implementation Forum being held April 22 on the work of the Anchor Institution Study Group that she co-chairs with Roland Anglin.</p>		
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