

New Brunswick Libraries Faculty Meeting

April 7, 2017

Minutes

Present: Bartz, Boyle, Charles, Croft, Gardner (recorder), Gasparotto, Giannetti, Glynn, Joseph, Kuchi, Lotts, Lutz, Mulcahy (presiding chair), Mullen, Niessen, O'Mara (guest), Todorinova, Ward, Womack.

1. Approval of the Agenda

The agenda was approved after adding a spot for a collections update from Niessen.

2. Approval of the Minutes

The March 3rd minutes were approved.

3. Welcome and Introduction: Mary O'Mara, Unit Computing Manager

Members of the New Brunswick Libraries Faculty welcomed Mary O'Mara. O'Mara explained that her position is new to RUL. One of her first initiatives will be to cross train the unit computing specialists (UCS's) in the various New Brunswick/Piscataway libraries. All of the UCSs have lots of specific individual expertise and will learn from each other. O'Mara will be their back up as needed. Her goal is to try to make technology seem seamless.

4. [Deputy] Chair's Report-K. Mulcahy

We will need to elect a deputy chair, probably in May. We will also need to elect an ad hoc chair for personnel actions. NBLF should consider discussing New Brunswick collection priorities in order to be prepared for the next budget request cycle.

5. AVP-DNB Report-J. Boyle

Boyle attended the Undergraduate Research Writing Conference, *and presented an award on the behalf of RUL* for the paper with the best research and bibliography. The Libraries' support was acknowledged at the program.

Cabinet has had the first of three retreats. They reviewed local environmental scans which considered collection, instruction, space, service, and other priorities. Also began to assess

infrastructure issues. There will be a second cabinet retreat in May, after the working budget for FY 2018 is released in April. Local and infrastructure priorities will be further refined at the May retreat, and then finalized at the third retreat scheduled for August.

Machines controlling temperature and humidity in Special Collections are in urgent need of replacement.

RUL does not expect to see much new funding, therefore prioritizing will be key. It will be necessary to consider how to continue or follow through on some current projects (ex. digital initiatives).

Mullen asked about scholarly communication and what librarians can do in terms of outreach. There is uncertainty about priorities in terms of SOAR.

Croft would like to see more detail in the Local Environmental Scan document regarding repairing and replacing frequently used books. The process needs to be better integrated and priorities clarified.

Boyle will be sending updates on priorities to NBLF. She welcomes comments.

Tao Yang has submitted the environmental scans of Collection Development and Management units (Collection Services and Resource Sharing and Holdings Management)

Kuchi suggested reviving the New Brunswick exploratory group to identify personnel gaps and potential positions.

Strong sentiment was expressed by NBLF that there should be a national search for an AUL for Collection Development and Management in the near future. RUL needs a clear vision in this area.

Boyle stated that recruitment for the head of Special Collections and University Archives will take place after the new AVP/Director of New Brunswick Libraries is on board.

6. Department Head Reports-M. Gasparotto & R. Womack

The Instruction Spaces Task Force has begun its work.

The Research and Content/content team has begun three small pilots, targeting duplicates within Alexander in three discrete call number ranges. This project was given priority, since Alexander is currently some 40,000 volumes beyond optimum shelf capacity. Additional projects have been proposed, including withdrawing or annexing large sets of directories or annuals at Alexander, and several projects at LSM. Initiation of these projects depends on staffing, and the current pilots are in part intended to test our capacity.

The Research and Content/scholarly communication and open access team may start up again soon. This needs to be a strong team since there is no longer an overall RUL committee on scholarly communication.

7. RUL Social Media Policy-J. Boyle

Boyle distributed the new RUL social media manual, guidelines, account request form, and process for creating a new social media account instructions. Directors are requesting feedback on these documents. RUL has several different social media accounts, including several that are New Brunswick or Special Collections/University Archives based. Some people expressed concern over administrative involvement and expectations (such as creating benchmarks in terms of followers, etc.) Lutz is a member of the Social Media Task Force and will bring the issue to Jessica Pellien, but she doesn't expect that it will be a problem.

8. NB Collections Update-Niessen

The deadline for sending orders to acquisitions this year has been extended to April 28th. For the first time, this deadline also applies to dedicated and endowed funds with the rationale that it looks bad when all funds are not spent out. Comments were expressed that it would have been better to know much more ahead of time that these large funds needed to be spent out now. It was also noted that some selectors have dedicated subject funds that they relied on using for needed items throughout the year. Niessen was asked to check on three questions: 1) Are books by Rutgers faculty authors purchased automatically? 2) Will RU press give a free copy of all of their titles to RUL? 3) What is the current Coutts discount on book purchases?

9. SC/UA Presentation—Rare Books and Artists' Books-M. Joseph

Joseph gave an overview of the rare and artists' book collections in RUL Special Collections.

10. Announcements—All

Debasish Dutta has been named the new chancellor of Rutgers University-New Brunswick.

The Graduate School-New Brunswick and the Graduate School of Biomedical Sciences have merged to create the School of Graduate Studies.

The recent Peer Evaluation Committee (PEC) deposited several documents regarding the 2017 and 2009 peer evaluation process into a folder in the NBLF Sakai site. The folder is in the

“Resources” section and is labeled “FCP-Merit”. A blank version of the spreadsheet used for these two rounds of evaluations is included. These documents may be useful for future PEC’s.

Seven boxes of Katsina dolls were found in the Art Library. The dolls are currently on display at the library. An exhibit of landscape architecture student work and related reception are coming up soon.