

MINUTES OF THE LACUNY EXECUTIVE COUNCIL MEETING

Friday, April 15, 2005

John Jay College, Room 610

Present:

Louise Klusek (BB), Amanda Bielskas (BM), LaRoi Lawton (BX), Jocelyn Berger-Barrera (BC), Sydney Van Nort (CC), Amy Wolfe (CC), Karl Madden (SI), Jane B. Fitzpatrick (GC), William A. Casari (HO), Lisa Finder (HC), Ellen Sexton (JJ), Elizabeth Tompkins (KB), Kenneth Schlesinger (LG), Ed Wallace (LE), Ronnie Gomez (QC).

Not Represented:

Central Office, Centro de Estudios Puertorriquenos, CUNY Law School at Queens College, Medgar Evers College, New York College of Technology, Queens College Graduate School of Library and Information Studies, Queensborough Community College, York College.

Acceptance of agenda.

Minutes of March 18th, 2005 were approved with corrections.

President's Report: (Kenneth Schlesinger)

- Committees and Roundtables – Prof. Schlesinger asked that all of those recognized by LACUNY should elect new chairs, or preferably co-chairs. The standing chairs should rotate off of the respective committee or roundtable in order to allow for new members be elected. There have been a number of newly recognized Roundtables. Each one should formulate a mission statement that should be reviewed and revised by all the committee or roundtable members. After these mission statements have been approved, they should be submitted to Monica Berger for posting on the LACUNY website.
- Prof. Schlesinger recapped the LACUNY accomplishments because a great deal happened between September and April.
 - A Thank You was given to all of the LACUNY Officers. A good team was formed with himself as President and LaRoi Lawton, the Vice-President and President-Elect. The note taking by the Secretary and LACUNY Archivist, Sydney Van Nort, has produced concise minutes over the year. Ellen Sexton as is attending a candidate interview and will join this meeting later. Prof. Sexton has done a lot with the office of Treasurer. She has been pro-active about spending money, has instituted a Pay Pal account for registration fees for the 2005 LACUNY Institute, and next academic year it can be used for remittance of LACUNY membership dues.
 - The Executive Council has been reenergized and reactivated. New members have made contributions. The Officers will be looking for new leadership among those new members.
 - Tangible accomplishments: Ten public programs were held this year, as compared to five last year. Each program is a lot of work. Lisa Finder as chair of the Professional Development Committee has done 2 this year, the PSC-CUNY Grants Workshop and the Publishing Workshop at BMCC where Amanda Bielskas did a PowerPoint presentation. One LACUNY event was held each month (and will continue each month through the end of the term): a) September the Grants Workshop; b) October 1st the welcome reception for Curtis Kendrick, CUNY University Librarian was well-attended; c) November the Content DM presentation at Brooklyn College; d) the December Membership Meeting at the Hunter College School of Social Work Library; e) the first of the LACUNY Discussion sessions was held during the January intersession, a useful discussion of workplace issues; f) February event; g) March event – Electronic Information Services Workshop; h) triple pace of events during April – at BMCC on April 1st was the “Publishing Opportunities for Library Faculty” Program – at Baruch College the Reference Roundtable held the “RSS Feeds, Wikis, and Blogs” Program on April 8th – and on April 29th, two Roundtables will jointly host a workshop on “Best Practices in Web Usability: Understanding and Applying the ADA and Section 508”; i) the LACUNY Institute will be held May 20th, “Scholarly Publishing and Open Access: Payers and Players”; and j) at the Spring Membership Meeting on June 10th at Hostos Community College Art Gallery the first LACUNY scholarship check will be presented and there will be a presentation regarding “The Information Studies Minor at Baruch College: Challenges and Accomplishments”.
- Professional Development Committee chaired by Lisa Finder has offered guidance for the formulation of content for the development of research projects by library faculty and funding sources. The Research Foundation has sponsored research by two CUNY librarians, Jeanne Galvin and Catherine Perkins. The first LACUNY Library School Scholarship recipient, Cindy Rodriguez will receive her check at the Spring Membership Meeting.
- Publications -
 - News from CUNY Libraries is back as an on-line publication each semester edited by Michael Adams.
 - Urban Library Journal will be migrating to an on-line version and will publish the presentations from the LACUNY Institute on “Scholarly Publishing and Open Access” under the direction of Martha Corpus and Beth Evans who are running in the upcoming LACUNY election for the position of co-editors.
 - LACUNY Directory has been revived under LaRoi Lawton’s direction and is available as a PDF file and will be available in print soon.
- During the first semester the focus was on the publications. Over the second semester Prof. Schlesinger has been looking at Committees and Roundtables, guidelines were approved at the last Executive Council Meeting regarding how Roundtables can evolve into Committees. Two new Roundtables were formed last year, for Multimedia and Information Studies and for Archives and Special Collections. This year the new Reference Roundtable, the Web Management, and Disabilities Roundtables have convened. A Multi-cultural and Diversity Roundtable has been formulated, Madeline Ford and Tess Tobin will present the proposal.

Vice-President's Report: (LaRoi Lawton)

A report summarizing the April 11th, 2005 Council of Chiefs Meeting was submitted.

- LaRoi Lawton is a member of the SUNY Library Association. He has been approached by SUNY librarians and asked if they could attend workshops as well as the Institute.
- The Council of Chief Librarians held a meeting this past Monday, April 11th, 2005. Sharon Bonk, Chief Librarian of Queens College announced her retirement but will continue teaching at QC GSLIS part-time. There was no discussion of who would be the Acting Chief Librarian. Prof. Kaufmann is the Deputy Chief Librarian. Pamela Gillespie will host the next meeting at the City College Library conference room on May 9th with a luncheon.
- A number of models need to be explored regarding the sharing of electronic resources across campuses. How would the community colleges benefit? This motion was tabled. How does each library take account of the cost of copies of books and serials, and assess if a given library is the repository for the last copy of the given publication in the CUNY system and the costs for the loaning and returning of said item?
- The P & B Committee reported that the PSC contract negotiations continue. Bonnie Nelson will speak at a City Council Hearing on April 18th and her testimony was attached to the Council Meeting Report. The slate for the Council of Chief Librarians is Rona Ostrow for Chair; Teresa McManus for Vice-Chair; and Julie Cunningham for Secretary.
- Public Services – Two models are being considered regarding Aleph, one is migrating from Notis to Aleph. What benefits each campus may receive from having the 19 administrators assess this was discussed. How ILL delivery services can be improved was tabled.
- LILAC – An Information Literacy tutorial is needed. A program needs to be developed to assess the IL skills of our students to be hosted on the website at 57th Street.
- SUNY Liaison – Continues to confront the expected array of Aleph problems. Progress has been made in the effort to create a more complete catalogue based on completing the migration to the enhanced version. It is estimated that all of their campuses will be migrated by mid-2006. This is possibly the way to go for this decentralized system.
- NYLINK's annual meeting will be May 4th, 2005. Julie Cunningham will report on new collaborations in library service.
- NYSHEI – Curtis Kendrick will make the ISI document delivery service contract costs available July 1st.
- OLS Reports 1) EBSCO service charges will be increasing to 3%. 2) The reimbursements from Lexis/ Nexis should be received by April 15th by the campus libraries. 3) As of April 11th, 170,000 emails have been sent regarding the LibQUAL+ survey, 8,000 returned, and 3,000 filled out. 4) Version 3 of SFX has been put into place. ExLibris, version 16 testing will begin at each campus. 5) Soc Index will go live April 15th. The results of the ERAC survey are being sent out and the next meeting will be June 17th at Baruch.
- Old Business - The Council of Chiefs was concerned that the Central Office was trying to have the libraries be responsible for the University records management. The LACUNY Archives and Special Collections Roundtable drafted a statement to inform the Central Office of some of the issues regarding costs, staffing, and repositories. This management program will be a "University" implementation and is not to be administered by the libraries. The Roundtable was asked to submit a revised document with changed wording.
- A representative from EBSCO is coming to their next meeting.

Treasurer's Report:

LACUNY is in good shape financially. There will be seven vendors at the Institute paying \$500.00 apiece for their tables. New professional development grants, the first scholarship award, and expenditures for meeting programs, including the modest refreshments budget for the Institute constitute the expenditures. The Treasurer's Report was accepted stating a free balance of \$27,884.41.

Nominations Committee:

Amy Wolfe expressed thanks to Prof. Schlesinger for suggesting a new candidate for Vice President/President-Elect. Originally it was proposed to table the slate in order to get more than one person to run, but now a different person will run because Scott Johnston (GC) withdrew and Lisa Finder (HC) agreed to run. Two people are running for Secretary: Amanda Bielskas (BM) and Madeline Nash (KB). The two acting co-editors of Urban Library Journal will run for these positions. The Executive Council will need to work more diligently to recruit future officers. A Bylaws issue has been created in order to allow for a co-editorship. It is a serious matter to amend the wording from **Editor** to **Editor(s)**. One wants to keep the constitution flexible, but not change it every time an issue arises. The proposed change in the wording of the Bylaws was accepted. A vote was taken to approve the slate of candidates that passed.

Programs and Workshops:

- The "Publishing Opportunities for Library Faculty" Program held on April 1st had 35 attendees. It generated a lively discussion and all who attended learned a lot. Fran Graf presentation has been posted on the Professional Development Committee webpage. Michael Kelly's URL link to his PowerPoint presentation is to be confirmed and will be announced via e-mail.
- Reference Roundtable program about "RSS Feeds, Wikis, and Blogs" was attended by 30 people. We will all see more Blogs and Wikis out there. Arthur Downing asked the presenter on Wikis to present at a CUNY-wide meeting in the future at Baruch.
- The "Best Practices in Web Usability: Understanding and Applying the ADA and Section 508" event on April 29th is about an issue of importance to all of us.
- LACUNY Institute – The registrations forms are on the website and being distributed. There are 21 registrations now. May 6th is the deadline. The Institute Committee does not want to turn away LACUNY faculty on the day; two years ago registration was closed at 150 attendees.
- Only \$70.00 was spent on the Reference Roundtable event and this budget request was approved. A \$100.00 budget request for breakfast service at the "Best Practices in Web Usability" event was approved. [Traditionally LACUNY does not fund food expenses at Roundtable meetings.] A \$387.60 budget request for refreshments at the Spring Membership meeting was approved by the Budget

Committee. Following review of the write-up of the event submitted by Linda Ellis, this expenditure was approved by the Executive Council.

Committee Reports:

- Electronic Information Services – Co-chairs Sylvie Richards and William Gibbons have submitted a proposed change of name to Emerging Technologies and a revised mission statement that is more dynamic. This committee has been historically active with programming. A motion to accept the name change and revision of the mission statement was approved.
- Library Instruction – This committee is holding a meeting today.
- Legislative Action – A budget for committee members to attend National Library Legislation Day on May 3rd and 4th in Washington, DC. \$1,168.00 was originally requested and presented to the Budget Committee. Due to schedule conflicts, neither the Chair, Lisa Ellis, nor most of the other committee members can attend. A \$500.00 stipend was approved for expenses incurred by Shelly Warwick to attend these lobbying sessions with the condition that a written report is to be submitted to the membership.
- Professional Development – Lisa Finder will step down as chair. A “virtual election” will be held later to elect her successor.
- Publications –
 - News from CUNY Libraries will have more articles.
 - LACUNY Directory – The delegate will receive the copies for distribution on their respective campuses by the end of this month. It will be published once a year, January looks like the right time for this year. In July an email will be sent to solicit news of promotions, etc. The newer on-line version will be available by the time of the Institute. The logistics of how to get it delivered via METRO Delivery Service need to be clarified. It can be an incentive to join; non-members do not get a print version of the directory. There is no charge for printing the directory at BMCC. The copies will have to be picked up before the Institute, and now there is an electronic version.
 - Urban Library Journal – The web pages have been updated to reflect the change to the two co-editors. The proceedings of the Institute will be published in the Fall Issue. The Institute will be videotaped and broadcast on Web Cam as it was last year. Thanks to Monica Berger and her web team. It will be migrated to allow access via the Web.

Roundtables:

- Multi-cultural and Diversity – A mission statement was submitted for review. It was edited to include more inclusive language. The Executive Council voted to approve the Roundtable but requested that the co-chairs revise the mission statement for re-submission at a future Executive Council meeting. It was also decided that a member of this Roundtable should sit on the Scholarship Committee.
- The Multimedia Roundtable has not met for 2 years. The program in 2000 had problems.
- Cataloging - ALEPH was seen coming; creating short downtime; the managing directors tried several things to correct it, but none have worked entirely. Keyword searching is a problem, but the Title – Author entries are cleared up. Report the textual notes to be done to the Cataloging and Serials Roundtable members.
- Serials – Discussion of this Roundtable was postponed for further discussion later.

Old Business: There was no old business to discuss.

New Business:

LaRoi Lawton put forward a request on behalf of SUNY library faculty to allow them to attend LACUNY workshops and programs. It was felt that CUNY library faculty should have priority. The SUNY library faculty members who attend these forums are willing to pay for the cost of refreshments since they do not pay dues to this organization. A \$5.00 charge for these individuals was considered. There are about 12 SUNY library faculty members at the SUNY campuses in the metropolitan area, and to allow them to attend would generate good will. The SUNY law school holds a two-day institute in mid-June; reciprocity for local SUNY events could be helpful to faculty from both institutions, [however, the CUNY Chief librarians might not allow for release time for their faculty to attend these events.] It was asked, would the SUNY library faculty interested in co-sponsoring a future event with LACUNY?

Meeting Adjourned at 4:50 PM.

The next LACUNY Executive Council meeting will be held on Friday, September 9, 2005 at 2:30 PM in John Jay College, Room 610.