Minutes of the Meeting of October 12, 2001  
(revised 11-08-01)

Present: Craig Andrews, Nicholas Burckel, Fr. Michael Fahey, Marilyn Frenn, Tom Holberg, William Kos, Steve Munroe, Michael Pate, Amelia Sandy, Peter Schanck, Casey Timm, Wanda Zemler-Cizewski

1. Chairman Kos introduced new members, Dr. Frenn (Nursing), Fr. Fahey (Theology) and Casey Timm (Undergraduate Representative).

2. Dr. Burckel reviewed the status of the Provost search, search committee, and relationship of this new position to the libraries. He serves as a member of the search committee. Discussion of the Provost position followed.

3. Dr. Burckel described the new Table of Contents (TOC) service that will be in a pilot phase on MARQCAT during the spring semester. TOC displays the table of contents of newly purchased books and is somewhat comparable with Uncover for journal literature. The cost of TOC is about $1/title dependent upon use level. A paper sample was distributed. The service is designed to increase access to, and use of, the monographic print collection.

4. Tom Holberg (Access Services) described proposed changes in the Authorized Assistant Loan Program that allows pre-authorized grad students to check out books for faculty members. Books checked out by both the assistant and the faculty member would be scanned onto the faculty member’s patron record. This approach will facilitate uniform renewal and recall on all books. Discussion indicated that the proposed changes would work with most faculty: an opt-out option will be available.

5. Michael Pate (Associate Director) and Tom Holberg described and illustrated the upcoming book moves on the 2nd & 5th floors that will be required with the Memorial renovation in the spring. Graduate student carrels along the east wall of Memorial will also be removed in order to allow the bridge connection to the Raynor Library to be constructed. A news sheet was given to committee members describing these moves in more detail.

    Concern was expressed by one faculty member regarding accessibility to back runs of bound periodicals during the moves. The library is investigating 1990 forward as a possible range of accessible bound journals during the interim move.

6. Next meeting was set for December 7, Noon, in Memorial Rom 107 if this is available to use.

Minutes prepared by Michael Pate.

cc: Dr. David Buckholdt
    Members of the University Library Board
    Faculty Library Representatives