

Library Directors Leadership Team Meeting

August 11, 2014

316 Lincoln Hall

Minutes

Present: Kornelia Tancheva, Mary Ochs, Curtis Lyons, Bonna Boettcher, Femi Cadmus, Eric Acree, Erla Heyns and Angela Cleveland

Guests: Oya Rieger
Dean Krafft

Agenda

- 2:30-3:00 pm - Oya and Dean on repositories and IT and DSPS
- 3:00-3:15 pm - IT support
- 3:15-4:00 pm - Open positions and budget update

Repositories discussion with Oya Rieger (DSPS) and Dean Krafft (CUL IT)

- eCommons Institutional repository; three instances of Digital Commons: Law/Hotel/ILR; Mann and Vet Library are looking for possible digital repository solutions in the future as well. LEG was looking to see if and how we can streamline the fee for DigitalCommons. We want to discuss where we all are in our IR use/plans and what we think the next steps should be and how do we move forward from here.
- Dean's staff (who handle applications and storage) and DSPS staff (who focus on needs assessment, setting requirements, and being the service point) work closely in developing and providing repository services. We are interested in gaining a better understanding of how eCommons is being used, how it could be used, and the necessary workflows & policies.
- Curtis and Oya coordinated a white paper last year to bring together a wide range of stakeholders to explore questions such as the advantages and disadvantages of having a range of services (current situation) versus creating common services (such as a campus wide DigitalCommons license). <http://staffweb.library.cornell.edu/system/files/CULIRWhitePaper.pdf>
- One of the conclusions of the digital repository white paper was to establish a CUL repository group to encourage an ongoing strategic discussion and planning process. Currently Jim DelRosso is coordinating this group as the DSPS fellow and the group includes 15 members (very representative and also large). Dean and Oya are trying to assess this new executive group's role in facilitating conversations with individual units about how we can understand local needs and have the local/commons solutions working hand-in-hand. For instance, digital preservation strategies for eCommons vs DigitalCommons content.
- Curtis and Femi describe their experience with Digital Commons:
 - Curtis: platform service model, main advantage 'they do it for us', they are extremely good in providing customer services and they want to keep us happy. They are responsive to our needs. While you don't control their priorities, sometimes they surprise you with new features you hadn't thought of. They have two fee systems: entire university or unit-base (now we have 3 instances)

- Femi: The important thing is the branding for each individual unit
 - § We don't want to be part of a big portal we want users to know that when you click on a page you are part of the Law School, we want to maintain branding
 - § You pay for the branding, you have to pay for your own individual branding so it is unsure expense wise how beneficial it will be
 - § Going well, the work is when you are uploading the papers, everything else is done behind the scenes They have also been retroactively downloading papers from journals.
 - § Did a work shop in the Spring to show faculty how the DigitalCommons was working
If you have a paper in there, you get a report to tell you how often it's been downloaded
- CUL IT & DSPS are working on a Hydra framework for the Library (CUL is a member of a 23 partnering institutions that are part of the Hydra group). We just completed a pilot to move a DLXS collection to a Hydra-based repository. Hydra framework allows multiple ways to access and display information. We want to look at different cases to see if we can put forward a solution that could use the Hydra framework (ideas/cases invited). We are considering to move eCommons to Hydra platform so it is important that we understand how we can improve current eCommons and future use. If DigitalCommons is indeed much better, should we consider transitioning out of eCommons?
 - It was suggested that we hold a public session about RepoExec to get a better sense of its goals.
 - Dean mentioned an inspiring talk by Carole Goble about knowledge technologies and workflow systems.

IT Support in the libraries with Dean Krafft

PTAC is looking into seeing if the systems Mann Library put in place for room reservation and student scheduling are viable options for all the libraries

In the past unit libraries have sort of felt on their own at times to come up with solutions for to particular local problems and issues and we want you to know that CUL-IT is here to serve the unit libraries and everybody, if you have an IT problem please talk to us about it

If music needs composition software and no one else needs it we want to be in the position to be able to support it and so on, however, if seems to be a shared need in all the libraries we would prefer to find one common solution that works across the board also happy to supply separate solutions as well

Everyone has a representative from their unit library on PTAC

- Check with PTAC if they have a formal way of tracking comments/requests, so that everyone can know where they are in the queue (a visible tracking device)

Another policy in process:

- If you have the money and want to go out and hire students or a contractors to solve a particular solution then we can support you from years to come, but please speak with CUL-IT before moving forward

CUL-IT priorities are set by LEG

- If something big comes in they will reevaluate the priority list

What kind of website support do you provide?

- Unit website development
- Potentially custom project website development if you have funding, stuff for specific grants or funded projects
- There is a request form for web services on the staff web
- There is a queue

Open positions and budget update

We discussed the budget cuts and the open directors' positions.

We have made cuts to our operating budgets for this fiscal year. To achieve the required cut of ~\$340,000, we are also re-thinking the open directors' positions and are not going to have any searches. In this way, we will avoid lay-offs for this year.

However, we expect that there will be another cut next year and we need to be more prepared and have a strategic plan, including how to handle positions that open up for one reason or another during this fiscal year.

Updates

Erla:

- The Vet position has been offered to and accepted by Erin Eldermire and her start date is September 2, 2014

Curtis:

- They have completed the Business Research Librarian interviews and have made an offer
- They expect that the construction, near the entrance of the Hotel library, will be completed in time for the beginning of the semester

Bonna:

- have agreed to the increased student wage in the Fall of 2014

Olin/Uris units will implement the student wage increase beginning this fall, rather than waiting until December; Fine Arts and Music will implement partially.

- Gearing up for student return
- FAL project is in discussions with Architects via biweekly conference calls

The FAL/Rand Hall project discussions with the architects have begun, and the library representatives will be included in bi-weekly conference calls with the architects, AAP administration, and the University Architect's office.

Eric:

- Keep an eye out for programs this year from Africana
- New African American women painting hung in Africana in part of the 150th Anniversary

Femi:

- Students have returned
- Teaching begins this week
- Used LOFT through Sedgwick and received two moveable walls
- The new Dean has started, who has a definite interest in the library, and Femi will be meeting with him twice monthly

Kornelia: will talk to Dean about getting the Ares reserve system on the CUL-IT's priority list now that Dean has mentioned that they are coming into resources to start a new project

