Public Services Council
Minutes
February 22, 2006

Members Presents: Rich Bennett, Pam Cenzer, Lori Driscoll, Carol Drum, Michelle Foss, LeiLani Freund, Ann Lindell, Tom Minton, Patrick Reakes, Jana Ronan, Colleen Seale, Jan Swanbeck, Carol Turner, Ben Walker, and Mil Willis.


Guests: Will Cheney, Trish Ruwell

Moderator: Betsy Simpson

1. Good luck to Gary, H&SSS Department Plans
   o Gary’s retirement will be effective next week. A big “thank you” to Gary for all that he has done. Gary is being recognized by being granted Emeritus status.
   o Search Committee is being put together to be led by Carol D. and will include Lori, Ann, Marilyn and others to be determined. Position will be similar to current list of duties.
   o Interim arrangements: Carol T. sent out an email regarding interim departmental management. There will be a team consisting of LeiLani, Jana, and Colleen acting as a management team. Carol T. will meet with them weekly for updates.

2. Public Services Technical Support Task Force – Carol Drum
   o Document was provided and discussed with information on issues, current and future services, challenges and recommendations on how to manage the public service computers (not including staff). Any recommendations for additions are welcome.
   o Included on task force will be LeiLani, Lori, Trish Ruwell and Will Cheney.
   o The question was raised as to how this would work with the systems liaisons program or person and the response was that it was not determined as of yet.
   o There was a question raised as to the timeframe of the recommendations and the response was that as soon as all the appropriate approvals are given, that the task force wants to move forward.

3. Budget Request – Carol Turner and Carol Drum
   • This year’s budget request includes the call for new initiatives. Dale will be compiling this and meeting with the other directors to discuss before submitting it.
   • The department chairs discussed 3 areas in particular for definite initiative suggestions:
     1. 24/5 in Library West: Based on results from LibQual for several years as well as discussions regarding the opening of the new Library. This could be done full service or with security guards and possibly self checkout.
2. Instructional Design Coordinator: Someone who knows instructional design software and can assist instructors as well as distance learning programs.

3. Inter-campus Document Delivery Program: First phase would be to deliver books intra-library, journal articles via Illiad to faculty members’ desktops (possibly to be extended to graduate students in the future.)

   - Opportunity for one-time funding was also included in the budget request:
     - MSL would like to request a signboard to be put up at the entrance, either at solely MSL or at possibly all of the entrances.
     - Another suggestion was made for a one-time visiting fund line be available for a one or two year position.

4. Updates
   a. MetaLib – LeiLani Freund
      A sub-group of the Resource Navigation Committee is evaluating Metalib in various ways, including the use of focus groups. The committee will show MetaLib to Focus groups of faculty and students and ask questions about is usability. This should beginning to take place next week. If the response is a positive one, MetaLib should be on target to begin in the fall. The main feedback from students currently is that they would like to have a Google box search available rather than just the subject headings. The committee is supposed to have results back to the Resource Navigation Committee by the end of the spring semester to be able to move forward.
      - It was mentioned that there is a mock-up search like Google Scholar located on the library homepage. Feel free to look and make comments and/or suggestions, [http://www.uflib.ufl.edu/home_search.html](http://www.uflib.ufl.edu/home_search.html).
   b. ILL/ILLiad Training – Michelle Foss
      About 30 people showed up for the first 1-hour staff training. The next session already has about 15 people signed up. It is hoped that this training will take place at least once a year or when needed (for new incoming staff, etc.).
   c. UF OPAC Committee – Rich Bennett
      This committee will need to work in conjunction with a SUL-wide OPAC subcommittee of the Public Services Planning Committee. This group has been reconstituted and the charge has been expanded/updated accordingly.
      - There will be an opportunity for anyone to join a SUL/Lib Listserv.
      - There is an opportunity also to enhance our catalog by using something like the Endeca software being used at the library at North Carolina State University.
   a. Other Updates
      - Smathers Career Development Handbook Committee: A new version will be rolled out soon and is available upon request for staff input. Some items have been moved out of the Career Handbook and placed in the new UF Library Tenure and Promotion Handbook. This handbook has a URL that can be obtained from Carol Drum. Forms involved are being made easier to utilize.
      - Aleph reports: Instruction for new reports that are being set up are not currently available, but these should be available soon and notification will go out. There
were also problems with the email notices that went unknown until recently; this should be taken care of.

- New Titles logical base: Currently under construction and experimentation. This will look basically the same as the Aleph search.
- SFX Update: Changes were made based on immediate need. Possible expanded services are being looked at currently.
- Library Bulletin Board: There is now a link on the Staff webpage under ‘Library Links’.
- Aleph Printing: It was suggested that a test item be recalled once weekly to an email account at each location to test whether or not emailed recall notices are generating properly.