

ULFO Meeting: December 4th

Present: Martha McCormick, Sonja Staum-Kuniej, Sally Neal, Daniel Schuetz, Karen Janke, Randall Halverson, Mary Stanley, Kathleen Hanna, Vania Goodwin, Robin Crumrin, David Lewis, Todd Daniels-Howell, Fran Huehls, Joe Harmon, Jennifer Hehman, Brenda Burke, Randi Stocker.

I. Revised Agenda:

- A. Martha noted that Randi had offered to provide a reference update +/- 10:30 am.
- B. Nominating Committee [Joe Harmon]
- C. Wiley Contract and Implications [David Lewis]
- D. Joe H. announced that the following names, Randy H. and Steve Towne, will be sent forward to David Frisby for including on the Faculty Council at Large ballot/

II. Announcements:

- A. JH: will present her sabbatical to the music faculty
- B. Joe H. brought cookies
- C. Vania life is good ☺
- D. Kathleen H. announced that the School of Ed has decided to subscribe to Physical Education Index
- E. Randy H. reminded people to sign up for SLA database demo tonight
- F. Sally N. announced that she will participate in a plagiarism workshop which will be held at UL. The session covers how to detect plagiarism on the web. The session takes place 9-Noon, Friday, UL 1126
- G. Joe H: well be conducting interviews for cataloging team leader position and reminded people to participate.

III. Holiday Party update:

Fran H. reminded people of the activities and agenda for the Holiday party. The party is scheduled for Thurs., Dec 13, 11:30-2pm

IV. Follow up to 16 Nov. Service Strategy Retreat (David Lewis)

- A. David Lewis reported on the Services Strategy Retreat. Overall he noted a successful Retreat, with both good times and good ideas presented. Omar collated the notes of the meeting. David mentioned that people present looked at what we need to accomplish w/ our users and how to get there. He will talk about the outcomes from this retreat during the org. week conversations
- B. Wiley deal: David described the Wiley contract and its implications for IUPUI. The two-year CIC arrangement allows all CIC universities access to all the 345 Wiley publications/titles. The subscription will be handled as an electronic resource as typically done. Next year the subscription gets complicated due to UL's commitment to Wiley and the commitment to cut

science journals. It will be necessary to think about how the subscription fees are allocated among schools when the service/resource crosses so many schools. UL will have a similar situation with Netlibrary and Elsevier. It is important to think about how we can get the best content and allocate across schools as best we can in relation to the taxes paid by the respective schools. We need to look at the aggregate of the resources and how the titles support the schools. It will not be necessary to change things this fiscal year but, we do need to have a strategy in place by 2002/03 to cover this electronic subscription.

V. Minutes: Martha asked for changes or revisions to the minutes. Mary moved that the minutes be approved. Brenda B seconded the motion. No objections, minutes were approved

VI. Randi S had not arrived and the agenda moved on to program presented by Brenda and Todd of the Special Collections and Archives Team.

Brenda and Todd presented special collections and archives

1. Groups they usually talk to are library science classes and how archives are different than libraries
2. Talked about what they do day to day: How it is similar to libraries and how it's different
 - a. Training: background in history. Brenda has a background in MLS, but both did training in archival administration.
 - b. Focus on the history and looking at materials, records.
3. Next talked about what archival materials are:

Consist of records of organizations or individuals. At UL Special Collections and Archives they consist of records of the University of people and/or groups such as the Atheneum Turners, Pan Am games. The documents are Primary source documents which describe how an organization operates, was founded, etc or an individual's set of papers
3. Todd described the collections in archives and how staff handles the material: how staff deals with the material, how they find the material, how they store it, how they preserve it, and related collection development issues.
 - i. Biggest issues/strategies: finding the materials and then working with the donors through the process of acquiring the material through donation - negotiating a 'deed of gift' which often involves asking for money to acquire, process, and maintain the gift to ensure the process develops into a partnership.

- ii. Selection of items: Storage, format, processing, and preservation and access are other issues which they face in archives—especially the cost of these activities to archives to accomplish them.
 - iii. Need to balance the cost of performing to the value of the information, residing in the materials
- 5. Next he described the organization and cataloging of the collections and/or records

VII. Reference desk update: Randi Stocker

- A. Randi presented update to the ref desk schedule and for library teams

VIII. Meeting Adjourned