



McDermott Library

The University of Texas at Dallas

[Home](#) ‡ [UTD Catalog](#) ‡ [Library News](#) ‡ [Resources](#) ‡ [Services](#) ‡ [Policies](#) ‡ [About](#) ‡ [How to Quick Links](#)

[Library Advisory Board](#)

[Committees](#)

[Conference Reports](#)

[SACS Reports](#)

[Policies](#)

[Forms](#)

[General Staff Meetings](#)

[Library Events](#)

[Intranet Homepage](#)

Library Advisory Board Minutes

LAB Meeting February 2007

Date: March 14, 2007

Present: Joan Aquatero, Erik Carlson, Allen Clayton, Jane Hoorman, Tom Koch, Debbie Montgomery, Loreen Phillips, Fazur Rahman, Jach Ross, Ellen Safley, Linda Snow, Merry Trujillo, Mary Jo Venetis, and Jean Vik

Absent: Debbie Gilbert-Stadigh and Walter Johnson

Jach Ross Reported on the Budget:

State Account is OK;

Library Materials Central Account is OK;

Library Fines and Fees is short about \$5,000.00 but it will be OK;

Library Services – Includes Copiers, Binding and 3 Student Workers is short and she is worried about this account.

Library Operating Account – Includes Supplies, Physical Plant work, and Travel.

There are 9 trips pending and these trips do not include any trips to the Endeavor Conference. Supervisors should make sure of what they need before they ask for anything.

Tom Koch Reported on upcoming events:

April 6th Erik Carlson will give a lecture on "The Adventures of Depression Era Airline Pilot William Hottle: American Airways and Flying in the Great Southwest". This will be given in the Library Auditorium.

April 15 – 21st is National Library Week

Robert Nelson will give a lecture titled "Creative Writing" on April 17th. This lecture is in the Library Auditorium.

June 16th John Nance will lecture as part of the Jalonick Distinguished Memorial Lecture Series. The display case on the second floor will be devoted to Jim Riley a UTD graduate who is now a member of the next Shuttle Mission to the International Space Station.

Tom Koch also reported on the new Plasma Screen located on the second floor. The screen runs 14-18 second items that are pertinent to the library. Anyone can submit an item for the screen. The item should have a library tie in and will have to be approved before it can be used.

Jean Vik passed out statistics on how the Opac is being searched by patrons. These statistics can be used to help prepare classes for students and also for collection development by the liaisons.

Joan Aquatero reported on the upgrade to the Information Commons that will take place May 3rd. Smart Card Readers will be replaced in the Information Commons and the Copy Center. The Information Commons will be closed during this change over.

Jean Vik announced that Voyager will be upgraded to version 6.2

sometime during the first week of August. One of the enhancements in 6.2 is the 13 digit ISBN searches. The bug fixes were passed out for 6.2. This upgrade will be tested on the test server to see how the upgrade will work. The catalog will be able to be searched during the upgrade but no new information can be added. Cataloging and Acquisition will not be able save any work during the upgrade.

Mary Jo Venetis reported that there was not much new on Verde. It needs to be tested before March 31st and a decision needs to be made about a week before the 31st if we are going to cancel. Faizur Rahman said that he can help get information into Verde.

Mary Jo Venetis gave an update on the Repository. She is now the liaison between TDL and UTD and will give monthly updates to the TDL directors. Faizur and Daud are gathering information for the project and Thomas Allen is on the Preservation Working Group. Mary Jo has been asked to form a "bridge group" made up of any our staff who would like to be part of TDL's working group. Staff is supposed to let Mary Jo know if they are interested.

Mary Jo Venetis reported on the Coding Initiative that is currently being worked on in Technical Services. The coding will allow reports to be run to retrieve the number of materials purchased in specific categories. First two phases are completed and Technical Services is not starting to code the materials with the statistical or subject codes. The coding will slow down delivery of books to circulation for a while and arrangements will be discussed with Debbie Gilbert-Stadigh.

Ellen Safley asked Jane Hoorman to report on a change that needs to be made to the Damaged Book Worksheet. Technical Services would like to add a line that alerts the liaisons that a damaged book may not be suitable for rebinding because the pages are too brittle. A copy for approval will be sent to Ellen Safley, Linda Snow, Debbie Gilbert-Stadigh and Mary Jo Venetis.

Ellen Safley encouraged everyone to take the LibQual survey and to make sure that all of the members of their staff take the survey as well. A copy of the approval page should be given to the supervisor after the staff member has completed the survey.

Ellen Safley gave a report on the Instant Messaging Experiment. Meebo gives outside access to instant messaging and will tell patrons a person is online. Matt Makowka has it up on his Instant Messaging, but it is not quire ready for formal use.

Tom Koch recognized the award that Loreen Phillips and her colleagues had won and she received a round of applause.

Loreen Phillips reported on Scholars Day. This is a new initiative from Enrollment Services to have prospective students visit the campus. Also upcoming is the Freshman and Family Orientation. Anyone interested in helping can sign up with Loreen. The remaining dates are April 14 and 15, June 21 and 22, July 29 and 30 and August 7 and 8. These are Saturday & Sunday orientations.

Send your questions or comments to: [Library Web Oversight Committee](#)
Last updated March 23, 2007

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