Library Council  
August 23, 2011  
Smathers Library Room 1A 
9am-11am  

Members Present: Rich Bennett, Steve Carrico, Will Chaney, Brian Keith, Michele Crump, Vernon Kisling, Ann Lindell, Cathy Martynaik, Patrick Reakes, Judy Russell (Chair), Rachel Schipper, Isabel Silver, Betsy Simpson, Jan Swanbeck, and Laurie Taylor  

Members Absent: Cecilia Botero, Diane Bruxvoort, and Sam Huang  

1. Development Report – Sam Huang  
   [Click here to review report]  

2. HR Report – Brian Keith  
   [Click here to review report]  

3. Facilities Report – Rachel Schipper  
   [Click here to review report]  

4. IT Report – Will Chaney  
   [Click here to review report]  

5. Budget Report – Brian Keith  
   [Click here to review reports]  

6. HSCL Report – Cecilia Botero  
   [Click here to review report]  

7. Academic & Scholarly Outreach Report – Isabel Silver  
   [Click here to review report]  

8. DLC Report – Laurie Taylor  
   [Click here to review report]  

9. Faculty Market Equity  
   The information (recommendation) has been sent to the provost for review and approval. Judy has not heard back officially from him, though he has told her that he feels comfortable moving forward as long as UF HR doesn’t have any problems with it—which they have given their approval. Judy will email the group with an update when it is available which should be sometime this week.
10. University HR Leave Changes and 3% Raise to Offset Mandatory Retirement Contribution

Official information has already been emailed to all staff via Info Gator. To help people understand Brian Keith spoke to the group briefly. In summary, there will be a 3% increase in salary to offset the mandatory 3% increase to employee’s contribution to retirement. However, 12 month employees leave accrual will be reduced by one week (40 hours) per year.

There is a proposed change in the amount of vacation to be cashed out or rolled over. Cash out is now 240 and rolled over vacation to sick is 352 hours possibly starting December 2012. This will give staff time to use this time if they would rather it not roll over into sick leave. We should know more in September depending on the union’s decision.

If anyone has any questions about this topic, please direct them to the Library HR office.

11. New Travel Policies/Procedures

The travel committee has asked for travel request. If travelers know when they will travel in the next year those requests should be submitted as soon as possible. Judy said that if new hires miss the fall deadline, Administration will pay for their professional development travel funding. The funding will be allotted the same as if the request went through the travel committee.

12. Eclipse/Interim Storage

Judy has preliminary approval from the provost to sign a release for this interim storage facility. The library has received some donated shelving that will be utilized in this space once materials can be moved into the building. Shelving from Marston & HSCL will also be utilized. Judy will update everyone as new information is received.

13. 24/5 Access to Library West

Student Government has requested 24/5 access to the libraries this year and they are willing to pay for a pilot project to make this happen, but not on a recurring basis. They are hoping to have this started by fall, but Judy didn’t think we’d be able to do this until spring 2012. There are many different things to consider when having the library open 24 hours a day such as security and housekeeping. Patrick Reakes is working on a proposal with these costs to present to Student Government.

14. AFA/Music Updates

The College of Fine Arts has started its own internal discussions and the library has been invited to a meeting on August 31st to listen to how things are going and hear concerns. This decision will not be made by the library but by Fine Arts & Special Planning. Once the library has their recommendations, the deans involved will meet and then Judy will meet with the provost. There is significant amount of pressure on Fine Arts due to space issues and they have been unsuccessful in finding off campus space.
15. **VIVO**

The VIVO contract is ending August 31, 2011. The library has been asked to take over the operations of this project once the grant has expired, but the library does not have the funding for this at this time. Last week Judy got an offer back from Mike Conlon saying he would fund 10 months of one position and the CNS charges. The library has already given a 45 day notice to the time limited employees.

There is a VIVO celebration on August 30, 2011 from 3:30pm to 5pm in Smathers Room 1A.

16. **Open Access Initiatives**

The Berlin 9 Conference on Open Access is in December in Washington DC. Many European institutions, as well as ARL are participating. ARL has encouraged the library to try to bring someone from the UF to come to the conference. Judy has asked Scott Nygren/Chair of Faculty Senate to attend as her guest.

The library has drafted an OA policy that will be shared with University Libraries Committee (ULC) on August 31, 2011. This policy will then be presented to the Faculty Senate in an attempt to begin engaging the faculty discussion on Open Access.

Open Access Week will be celebrated on Wednesday October 26, 2011 from 1:00pm-3:30pm at the Reitz Union.

17. **Participation in Employee Recognition Committee & Holiday Party Planning Committee**

The 2011 Convocation was very successful. Judy said that she is concerned about how the planning committees are becoming more staff and less faculty activities. The group discussed ways of getting more faculty involved.

It was suggested that each area takes turns hosting the holiday party, instead of having the same people responsible for it each year. Jan Swanbeck (Government Documents) volunteered to be first. Judy is going to set up a meeting with ERC to discuss this further. An update should be available for the next Library Council meeting.

18. **Updated Emergency Contact Card**

Jeff passed out the updated emergency contact card to the group to review. There were some updates noted. Jeff will update and resubmit the card once all changes/updates are received.

19. **Cascading Communication**

Judy reminded everyone to communicate with their units when they returned to their offices.