Richmond Academic Library Consortium

Union-PSCE

October 30, 2003

In Attendance:

John Ulmschneider, presiding (VCU); Virginia Cherry (RBC); Joy Galloni (RBC); Delores Z. Pretlow (VUU); Paul Porterfield (UR); Elsie Weatherington (VSU); Ginger Young (R-MC); Jim Rettig (UR); Dan Vann (Union-PSCE)

Call to Order:

John Ulmschneider called the meeting to order at 10:05 AM. All introduced themselves.

Minutes of the May 29, 2003 meeting:

Minutes of the May 29, 2003 meeting were approved as submitted.

Treasurer's Report - Paul Porterfield

- All dues have been paid for this academic year.
- Only significant debit thus far this year has been for the courier service. Deliveries suspended by the hurricane will result in a small reduction in costs.
- No expenditures thus far this year for continuing education.
- RALC has a balance of more than $20,000 in the bank.

Ad hoc Bylaws Revision Committee Reports

- Copies of the revisions approved in the spring were distributed.
- Ginger Young explained that parent institutions are members, not libraries. This affects institutions that have more than one library.
- Another significant change was the provision for an annual audit.
- The revised bylaws are available on the RALC Web site.
- Paul Porterfield raised questions about the procedure for the audit. John Ulmschneider said that the RALC Executive Committee should receive and review the audit this fall.
- Elsie reported that the RALC bylaws were used as a model for the HUBC Libraries Alliance.

Committee Structure and Statistics: Follow-up:

Not yet followed-up.
Technical Services Committee Reports - Michelle Taylor

1. Joy Galloni reported that she referred a CAPCON program to the committee. It will sponsor Dan Ream’s program on using online resources in technical services.
2. No report form the committee.

Public Services Committee Reports - Pam Foreman

No report.

Film Cooperative Committee Reports - Joy Galloni

1. Most recent circulation statistics were distributed, as were collection statistics. These are also available on the RALC Web site.
   I. Ginger Young reported that RMC sent its 16 mm films to a cooperative where they will be retained and can be borrowed if needed.
2. The committee will meet November 14 at Union PSCE at 1:30.
   I. It will review policies of the Media Coop.
   II. To reflect the current reality, the new name of “Media Coop” was adopted to replace Film Coop.
   III. Planning a continuing education event.
3. Joy asked what the status is of the union catalog.
   I. John Ulmschneider said that by end of calendar year VCU will have restored in Ex Libris the Z39.50 capabilities that it originally developed in NOTIS.
4. Elsie Weatherington asked about the RALC Video and Interlibrary Loan survey.
   I. The results of this were distributed recently. However this did not originate in this committee.
   II. Joy commented that practices for large institutions might not be suitable for small institutions.
   III. John Ulmschneider asked the committee to review the results.

Old Business:

• RALC Scholarship: revision per 5/29/03—John Ulmschneider
  1. John Ulmschneider could not find the revision. But will send them out within a week.

New Business:

• Schedules for academic year 2003-04
1. Executive Committee meeting: Monday November 17, 2003, 1:00 PM at University of Richmond
2. Full Board meeting Friday, January 23, 2004—10:00 AM: Richard Bland College
3. Full Board meeting Thursday, April 8, 2004—10:00 AM (annual budget meeting): John Tyler CC (tentative)
4. Full Board meeting Thursday, June 10, 2004—10:00 AM: Virginia State University

• Agenda for next meeting
  1. Executive Committee report, including audit report
  2. Committee structure and statistics
  3. Scholarship proposal
  4. Committee reports

**Announcements**

• Paul Porterfield described the UR International Film Series, now in its 15th year. In the summer the Media Resources Center hired a new staff member, Nick Vogel, formerly at RMC.

• Ginger Young, needless to say, has hired a new media person, as well as new people in other areas (including special collections). Hurricane has caused confusion in rescheduling library instruction sessions. RMC budget looking better for next year.

• Dan Vann reported that Union-PSCE now has the Early American Imprints online. Cataloging not yet complete by American Antiquarian Society; when it is complete, will be added to the catalog. Late this week the Board will act on appointment of a new library director; if approved, will start in July. After 11 years has completed digitization of audio materials, many sermons of noted 20th-century theologians (e.g., Neibuhr and Tillich).

• VCU recruiting for eight positions. Has been working with VIVA to secure dramatically increased funding for VIVA. Has been meeting with key legislators and personnel in Department of Education and SCHEV as well as key personnel in the executive branch. VIVA received the state’s Gold Award for technology! VCU going through SACS review; John foresees positive effects for the libraries. VCU enrollment will exceed Virginia Tech’s in several years.
• At UR, the coffee shop opened in the library later September. UR is beginning digitization of the student newspaper in anticipation of the university’s 175th anniversary. Also digitizing War Department pamphlets from the latter part of World War II. Has received an IMLS grant in partnership with Project Perseus at Tufts and the Virginia Center for Digital History at UVA. Grant will include a digital materials librarian position. UR will also need an ILL supervisor position available in January due to a retirement.

• Richard Bland is moving forward with renovation plans. In discussion with architects. Debbie Roman is a new librarian who came from New York. Staff level remains thin for the scope of work that needs to be done. Gate count each month is more than 6,000 a month for an enrollment of about 1,300. Plan for a proposed residence hall for RBC are on display in the library.

• VSU had three vacancies but has filled them: Associate director for tech services; new person from New York. Copy cataloger comes from Taiwan, has worked in Florida. Hopes to fill serials position soon. Building renovation is progressing well and may finish ahead of schedule, perhaps as early as spring 2004. Elsie is worrying about furnishings and technology and that all of those things are in place. Will include 24-hour study and computer lab areas. Trying to figure out the best way to incorporate a café. 125th anniversary comes in 2007; Elsie is conduction oral history project for it. Will hire an archivist to do day-to-day work so the permanent archivist can conduct interviews and build the project.

• VUU Dolores Z. Pretlow is interim director. VUU is not in debt for $7 million. Interim president has boosted morale by making all of the Thanksgiving week a holiday for the entire institution. New exam schedule will not conclude until December 21. Needs reference, periodicals, and archivist positions. School of Education and School of Business are in self-studies. School of Journalism is also reviewing its needs. Dolores has NCATE experience.

Next Meeting:

Friday, January 23, 2004, 10:00 AM at Richard Bland College