

Library Management Team

Notes from the April 4, 2000 Meeting

Attending: Ross Atkinson, Lee Cartmill, David Corson, Claire Germain, Tom Hickerson, Janet McCue, Jean Poland, Sarah Thomas, Edward Weissman, Susan Markowitz

1. **Announcements**

Sarah reported on this morning's Dean's Council meeting. Topics included: (a) the development of a new procedure for reporting and tracking bias incidents and crimes and (b) community outreach, i.e., Cornell as an "engaged university." She said she would ask LMT at an upcoming meeting to look at ways that the Library can partner with community organizations.

Sarah announced that she was finishing work on a distance learning business plan at the request of Vice Provost Mary Sansalone.

2. **Travel Policy**

Susan Markowitz presented the draft of a new Travel Policy. In order to allow for more effective budget planning and coordination, the draft policy calls for the submission of conference and administrative travel plans, including the dates, destinations and the purpose of all trips planned (whether firm or potential,) twice a year. It also increases the basic travel allotment to \$700 per year, \$800 per year for assistant and senior assistant librarian/archivist ranks, and it increases the supplemental support for staff elected to an office in a national library organization to \$600 per year. LMT supported the new draft procedure and Susan will arrange for its distribution.

3. **Digital Futures Strategic Plan**

Ross distributed the latest version of the CUL Digital Futures Plan. LMT made a few suggestions and agreed that the time frame for this plan would be 2000-2002. Ross will now draft an introductory "context" paragraph and will provide staff with one more opportunity to review the plan on CU-LIB before arranging to have the document mounted on the staff Web site. Sarah will assign responsibility for specific objectives and for monitoring progress towards these objectives.

4. **netLibrary**

Ross asked LMT for advice on how to provide access to the netLibrary electronic book titles. At this point there are two options: (a) records created by catalogers in both the Library and the Gateway catalogs, and (b) records in the Library catalog only. Should we add records for large monographic sets to the Gateway catalog? Is it worth the considerable time and effort the catalogers will have to invest, considering that the current plan is to merge the descriptive information in the Gateway and Library catalogs by June 2000? On the other hand, Ross explained the concerns expressed by some staff about the prospect of not including this information in the Gateway catalog. LMT agreed that the netLibrary access decision should be made by the Electronic Resources Committee, but it also will also consider setting up a group to investigate the "next generation" Library Gateway.

Minutes recorded by Edward Weissman.

