

Library Management Team

Notes from the January 9, 2001 Meeting

Attending: Ross Atkinson, Lee Cartmill, David Corson, Janet McCue, Jean Poland, Sarah Thomas, Edward Weissman.

1. **Announcements:** Ross announced that the implementation of ubiquitous returns will take place on February 1 as previously scheduled. Work on e-reserves implementation is on track for Uris and Mann libraries.

Sarah will send a letter to the faculty covering improvements to the Library Catalog, MyUpdates and ubiquitous returns. The Library will also submit articles to the Cornell Chronicle about these initiatives.

2. **Loaner Laptops:** The Engineering and Hotel libraries each run laptop lending programs, the Hotel Library for Hotel School students only. Mann and Uris libraries will soon be lending laptops as well. LMT agreed that a working group should be put in place to:
 - a. *inventory the laptop programs in place,*
 - b. *develop a common set of procedures for the programs,*
 - c. *develop publicity for the programs,*
 - d. *develop a proposal for funding the laptop programs, and*
 - e. *investigate network card lending programs to allow for roaming access within the libraries.*

Janet will oversee the work of the group.

3. **LMT meetings:** LMT agreed to schedule meetings twice a month through the spring semester. This cut-back in meetings was necessitated by a change in the schedule of Academic Deans Council meetings that Sarah attends. There was discussion about the purpose of LMT meetings and how to make them better. Sarah suggested that we fill out meeting assessment questionnaires following upcoming meetings to help us improve the quality of the meetings and the results.
4. **Cybertower:** Sarah reported on a meeting about Cybertower attended by Ralph Janis, Director of Cornell's Adult University (CAU), David, Ross, Janet, Tom and Mary Ochs. Cybertower is a collection of virtual study rooms designed by leading members of the Cornell faculty along with a monthly faculty forum. For a yearly fee, alumni and others can gain access. Ralph is particularly concerned about copyright clearance issues. LMT discussed possible Library roles with regard to Cybertower. These include:
 - a. *assisting CAU with copyright issues,*
 - b. *contributing to the development of Cybertower web sites,*
 - c. *providing access to Cybertower web sites through the Gateway,*
 - d. *providing access to Study Rooms through the Gateway,*
 - e. *providing a course on e-resources to graduate students who work with faculty members to develop the study rooms, and*
 - f. *creating our own study rooms.*

Ross will serve as the interim contact for Ralph until the distributed learning coordinator is hired. He will ask Ralph to demo Cybertower at an Academic Assembly meeting or other suitable forum, advocate for the Library, and determine how best to manage support for Cybertower.

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