

Library Management Team

Notes from the November 21, 2000 Meeting

Attending: Ross Atkinson, Lee Cartmill, David Corson, Claire Germain, Tom Hickerson, Janet McCue, Jean Poland, Sarah Thomas, Edward Weissman, Oliver Habicht, John Hoffmann.

1. **Wireless:** Oliver Habicht and John Hoffmann reported on the status of wireless installations in the Library and raised several policy issues that LMT needs to address. Earlier this year, CIT announced its intention to establish 300 hubs for wireless access around the university. 39 of the hubs will be installed in library units. These will be in addition to the 9 existing hubs, which were installed as part of the NOMAD project. LMT provided CIT with a prioritized list of the units to be covered. The 48 hubs will insure that there will be wireless in each library unit although there might not be 100% coverage in each unit. CIT is looking to cover its costs through a monthly "network charge" and an additional user charge to access the wireless network. In addition to the charge for access, LMT was concerned about the fact that the MAC cards, which must be installed on laptops for access, allow the MAC card user to be specifically identified. This raises privacy concerns. Sarah and Tom will discuss this with CIT. LMT asked Oliver and John to determine the cost to insure 100% coverage in all library units (this could mean adding as many as 20 hubs beyond the 48 CIT will provide) as well as the alternative cost for covering high use areas of all units but not necessarily covering 100% of every unit. The Library will also examine the idea of paying the access costs for users within the Library.
2. **Access Services Initiatives for the Spring Semester:** Ross reported on the status of several access services initiatives:
 - a. Cutting-over to Voyager 2000 during Winter recess.
 - b. Implementing e-reserve in Uris and Mann at the beginning of the spring semester. Other units will be part of this effort, in that they will learn from it what procedures and equipment they will need for their e-reserve operations. We will aim for other units to be ready for e-reserve by the start of the summer semester.
 - c. Initiating ubiquitous returns on February 1. Ross will be meeting with key staff to talk about the programming for changing fine revenue allocation from the discharging to the owning library and will vet this with the unit heads at the December Council of Librarians meeting.
 - d. In February, the Access Services Steering Committee will begin planning for a pilot project in electronic document delivery, with the intention of doing some portion of that project during the spring semester (e.g., work with a few designated faculty members to try it.)

With respect to e-reserve, Janet said that Mann may bring this up for only a few courses during the spring semester. She would also like to have Voyager e-reserve compared specifically with Course Info, which is being used by a number of faculty members.

LMT endorsed this plan. Sarah acknowledged the large amount of work that is being done to move these initiatives forward.

3. **Scholarly Communications:** Sarah reported that the Faculty Library Board has expressed its interest in arranging a series of presentations by experts on various scholarly communications issues. She asked LMT for suggestions and we discussed the idea of having a series of speakers over several months culminating in a scholarly communications conference. Sarah will consider this along with other suggestions.
4. **Digital Futures Plan:** Sarah asked LMT to be prepared to respond to a call that Ed will be sending out for information about accomplishments related to the goals and objectives of the Library's Digital Futures Plan (<http://www.library.cornell.edu/staffweb/CULDigitalFuturesPlan.html>) for the period July-December 2000.

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