

Library Management Team

Notes from the August 7, 2000 Meeting

Attending: Ross Atkinson, Lee Cartmill, Tom Hickerson, Janet McCue, Sarah Thomas, Edward Weissman

1. Announcements

Ross reported briefly on use statistics from netLibrary. Among the four partners--Columbia, Dartmouth, Middlebury and Cornell--we added records to our catalog for the 744 titles that were pre-selected. An additional 461 titles were selected by users. Cornell was the only partner in which use of the pre-selected titles was greater than user selected titles. netLibrary wants to sign the partners up for another year.

2. LMT Fall Retreat

LMT discussed plans for the LMT retreat in September to assess library service needs in the period 2005-2008 and to see how these service needs relate to library physical space needs.

3. Charging for copies of material from the Library's collections that are then used in publications

Ross reported on the process now in place for dealing with "permissions to publish" library-owned material. Interlibrary Services sends these requests to Ross. If copyright clearance is required, Ross expects the requester to make the arrangements. Requesters pay charges to cover the costs of copying. Ross does not charge "non-profits" for permissions. Ross asked whether our policy should be to charge "for-profits" for permission to publish? Tom reported that RMC handles permission requests within their unit. Among the points made in the ensuing discussion were that individual units should maintain responsibility for their collections but that a uniform policy should be created. Sarah said she would appoint an intellectual property rights manager charged with developing this policy over the next year. The initial focus will be intellectual property rights--protecting the Library's and covering the Library's potential liabilities. Then the focus will turn to the question of charging for permissions.

4. Voyager Publicity

Ed presented three cartoons by George Kozak that the Voyager Publicity Committee wants to run as ads in the first three free issues of the Cornell Daily Sun. He also presented a top-ten list that would be run off and posted around the campus at the start of the fall semester. Both the cartoons and the poster are aimed at undergraduates. LMT approved the distribution following test marketing with some student employees.

5. CUL logo

Ed presented several images used to "represent" CUL on various Web pages. LMT agreed that we should try to select a single image as the Library logo to be used consistently on CUL pages and to represent CUL on other Web pages. At the same time, the University is in the process of designing a "visual" for use on its publications and Web sites. The University is also developing a "design system"--a system of guidelines for use throughout the campus and recommends that units which do not have logos, should not invest in developing them. LMT agreed that we should wait until the University presents its new logo and guidelines before selecting or designing our own logo. Tom said he would ask Morgan Elmore to do a "quick study" of the impact of using a single "logo" on existing CUL Web pages.

Meetings with CIT

Sarah and Tom will be meeting monthly with Polley McClure, Helen Mohrmann and Jim Lombardi to discuss issues of concern to the Library and CIT. There will continue to be quarterly meetings involving LMT and CIT managers.

Minutes recorded by Edward Weissman.