Minutes INRS Lib Adv TF
4/29/2010, Forbes Natural History Building, Room 1005

Participants: Jim Angel, Laura Barnes, Susan Braxton, Laura Kozuch, Don McKay, Gary Miller, Kishore Rajagopalan, Brenda Molano-Flores, Beth Wohlgemuth.
Absent: Scott Elrick, Anne Huber, Tom Teper

Approval of minutes from 4/13/2010
Deferred as not all had seen the final version. Susan will send after today’s meeting and give 24 hours to approve via email before asking Sally Denhart to post.

ISGS and ISAS Integrations
- Scott, Anne, and Laura K. met to discuss integration of ISAS and ISGS libraries into INRS Library
- ISGS catalog available via WorldCat
- ISGS Working on retrospective cataloging and exporting records into Voyager (UI Catalog)
- ISAS: decided that the document database in FileMaker will make available to INRS Librarian who can help INRS staff find documents in the ISAS collection.
- Laura K. and Susan will work together to determine how to represent ISAS on the INRS Libraries page.
- ISAS docs collection have over 22,000 items.
- Laura K. and Susan will work on appropriate verbiage for the weblink.

Questionnaire
- #13 & #14 not all libraries moving add: IF
- #10: other surveys don’t have links to UI catalog on their websites? Do we need to clarify? Intent was to determine if not coming to the physical library what services are valuable on the website
- It was noted that there are some resources you must visit a specific library to use (e.g., Business library has some). Librarians need to educate people on those—could the survey help to trigger awareness of some of these resources?
- Some resources are developed by the Library but people may not recognize as Library developed resources (e.g., GLPPR, other resources that may be linked from pages other than the library’s website).
- To #15, add what file formats do people want (e.g., ipod readable).
- Librarians look at #10 to see if anything is missing from the list.
- Add “special collections/archive” to # 7
- Staff is ready, so we can send the survey link as soon as it is done
- Give people 1 week to respond
- Open on Wed and close on Wed to cover 2 weeks in case people are out during one of the weeks.
- Send reminder a couple of days before end.
- Susan, and Beth volunteered to help Laura input some of the questions.
INHS Library Assessment

- Document was produced by Beth with Brenda’s input and sent to the INHS Library. Committee for review. Addresses issues of importance to INHS staff.
- Name recognition issue was discussed. It was noted that changing the name has far reaching implications; e.g., the records in the online catalog would have to be changed. Currently, selecting Natural History as a location limit in the catalog also includes items added from the ISTC and ISWS collections. (From Tom Teper: In the end, the issue of changing records in the catalog is a non-issue. In this case, if the entire location name is changed, it should be doable with relatively little work.)
- It was pointed out that in some University Library documents, the INHS Library appears to have been replaced with INRS Library (e.g., the Biology NSM team report). However, in the Stewarding Excellence charge for the University Library we were referred to as the INRS Libraries (plural), and on the INRS website we are represented collectively as the INRS Libraries, with links to each individual library (excepting ISAS because of a request by ISAS director not to publicly promote the ISAS collection).
- Beth Wohlgemuth stated that it was important to her to retain the INHS website.
- It was suggested that the heading “problems” be changed to “issues.”
- It was noted that there were no positives mentioned in the assessment. That was acknowledged and attributed to the fact that so much of what may happen is uncertain. One suggested current positive is that ISTC and ISWS Librarians are helping to staff the desk.
- When discussing impact on space for the INHS Library collection if other libraries move in, it was noted that the task force needs some metrics of what space is available as well as space that may be required for other collections.
- For 2nd bullet point under budgetary issues (University Library collections budget for Natural History) was discussed. Gary pointed out that INRS does not wish to do anything to threaten the resources provided by the University Library. Also, it was noted that language should be changed to reflect that it is the University Library’s budget to support Natural History research with selection privileges granted to the INHS Librarian, not an allocation of funds to INHS per se. Current wording might be misinterpreted to suggest it is part of the INHS line item from state appropriations.

Use Statistics Subcommittee Report

- Draft report was handed out which includes counts of people using (gate counts, head counts, and information/reference requests) the library and uses of web resources created and maintained by INRS Librarians. Report does not include circulation of materials or use of purchased online journals and other resources. Circulation data are available and will be compiled for a later meeting. (From Top Teper: Important to distinguish between those items circulated locally and those items that are sent out via mail option, ILL, etc...)
- Sources of error in gate counts (library staff using the front entry, and overnight gate count increments that occur when the library is closed) were noted, but it
was suggested that even if gate counts were increased or reduced by 10 people, it would not have a great impact on the conclusion.

- Head counts were noted to occur in the afternoon, and were low. (From Tom Teper: Similar trend as found in other libraries on campus.)
- For the reference statistics table, it was suggested that comparison with another library would be helpful to determine how we compare. The Law Library was suggested as an appropriate benchmark because it is closely tied to a single department. It was noted that comparison would need to be corrected for hours of operation. (From Tom Teper: Strongly suggest using a library that has a tie to a similar discipline as a benchmark, e.g., Biology Library).
- Measure of time spent on reference questions was discussed and it was noted that data were available from “sweeps” for that analysis, and that we are currently recording brief descriptions of interactions with patrons. We are now attempting to capture a record of every patron interaction across all INRS Libraries.
- One obvious conclusion to be reached is that INRS Libraries are reaching more people through their websites than through their physical locations. (From Tom Teper: Similar to trends across the library.)
- It was suggested that some measure of time and effort of librarians toward developing some of the web resources might be a useful measure to compare with the use.