Student Library Council Meeting Minutes  
December 8, 2003


Next meeting: Spring 2004

Notes:
Library Budget:
- Majority of budget comes from student library fees (over $15 million)
- See attached budget

Web site:
- SLC Web page is up
- [http://www.lib.utexas.edu/slc/](http://www.lib.utexas.edu/slc/)
- Eventually will be linked from an “Office of the Vice Provost” page
- May be linked from the main UTLOL page after site redesign

Recall notices:
- When book is recalled, a notice informs student book must be back by a particular date
- If book returned on that date, but after library had closed, students charged for the extra day
- Editing the notice so that it clearly defines the situation and fines involved
- Investigating a back-dating policy for all libraries that would be used for the first emptying of book drops every morning

Laptops:
- Laptops can circulate outside of UGL, working on implementing at PCL
- 35 laptops are available at UGL, 10-15 at PCL

Copier Services:
- More moving parts (document feeders, color copiers, double-sided copying) will mean more repairs
- Double-sided copying is available in Copier Services in the basement of PCL
- Copier Services has hired night and weekend staff to keep copiers running
- Digital Library Services is looking at issues involved with offering scanning/printing services to students and staff

Coffee Shop / Cafe:
- Libraries are interested (students are very interested) in instituting coffee shops or carts
- Looking for a vendor interested in coming on campus

Computers for FAC:
- New computers have been ordered
- All PCs: DVD, CD-burner, USB, 3.5” floppy drive, Zip drive, .5GB RAM, 3Gz processors
- Will be ready to use with SMF software builds in Spring 2004

Late nights at the UGL:
- Computer-use logs for UGL
- 2 nights in Fall semester when there were not enough computers available in UGL
- All four floors of UGL are open 24-hours for finals
- Investigating options for time-limits in the EIC
Custodial service:
- Public areas in libraries are cleaned once/day
- Service areas cleaned once/week
- All bathrooms will have a sign-off sheet indicating when bathrooms were last cleaned
- Report problems to Damon, will look into custodial schedule

PATRIOT Act bookmark:
- Available at all libraries
- Created at Student Government request
- Modeled on Seattle Public Library’s bookmark

Mis-shelved books:
- Have alerted shelving supervisors to the issue
- Have not had reports of malicious mis-shelving recently

Librarian on Location (AJ Johnson):
- Librarian with a wireless laptop out and about on campus
- Available to answer any question, w/ focus on reference and research
- Will be in Jester in Spring semester
- Ideas suggested at meeting:
  - Business school cafeteria, atrium
  - Coffee shops
- Marketing ideas
  - Talking with large student groups
  - Orientation
  - Radio spots
  - Academic councils
- Ask A Librarian includes
  - Librarian on Location
  - Chat Reference
  - Email reference
- Will attempt to expand hours to meet student needs

Course Management / E-Reserves:
- Preliminary discussions with ITS
- ITS interested in better integration of E-Res and Blackboard
- Some schools run their own servers and own courseware
- Still trying to get into discussions with other schools

Cataloging:
- Student searching for a work in UTNetCAT
- Cannot find, but bibliographer knows that the work had been published in a magazine and that magazine was online and part of the UT databases.
- Student was able to go online and read the work
- Can this work and other works in similar situations be cataloged in UTNetCAT so students can locate them?

Scheduling for Spring:
- Set up meetings for February, March, April at lunchtime
- One meeting will be dedicated to participating in the strategic planning for the General Libraries
<table>
<thead>
<tr>
<th><strong>Action Item</strong></th>
<th><strong>Person(s) Responsible</strong></th>
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<tbody>
<tr>
<td>Check out the SLC Web page and send questions or comments to Damon</td>
<td>All members</td>
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<tr>
<td>Find out which coffee shop in Austin was interested in working with the Library</td>
<td>Damon, Fred</td>
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<tr>
<td>Can some copiers be set up to accept Bevo Bucks?</td>
<td>Damon, Kay</td>
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<tr>
<td>How long do users stay on computers in the EIC?</td>
<td>Damon</td>
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<td>Ideas for locations for the Librarian on Location (send to AJ @ <a href="mailto:adrianj@mail.utexas.edu">adrianj@mail.utexas.edu</a>)</td>
<td>All members</td>
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<tr>
<td>Spring meeting schedule</td>
<td>Jocelyn</td>
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