

ULSG General Meeting, January 8, 2008

Attendance:

Greg Mobley
Glenda Armstrong
Margaret Vollmer
Greg Whitley
Raymond Dunaway
Kathy Logan
Debra Brookhart
Becky Sutherland
Kim Sorrell
Matthew Radican
Teresa McCurry
Jennifer James

1. Approval of Minutes: Since there was not a quorum present, the minutes could not be voted on.

2. Committee Reports

A. Finance Committee

Petty Cash \$135.75
Foundation account \$1799.23
Frankenstein \$125.00

B. Rewards and Recognition

A drawing from the Got-You-Grams received was held and Jennifer James received a \$15.00 gift certificate for Chancellors.

C. Training and Development

Matt announced the new ProSteps workshops for the Spring semester. Client Support will be offering Vista training in the near future.

D. Social Activities

No report was given.

3. Election Committee

A call for volunteers was issued to form an Election Committee for the upcoming officer elections. Matt Radican and Jennifer James volunteered. At least one more volunteer is needed so a request will be sent via the ULSG listserve.

4. New Projects for ULSG

Suggestions included:

Kim mentioned that Wheeler Mission has asked for blankets (both new and gently used) and non-perishable snack foods. We will set up a collection box in UL1115

for items. Kim will collect the items on January 31st and deliver the donation to Wheeler on February 1st.

Kathy Logan suggested we look into the needs of the Ronald McDonald House. She will contact them to see if they have specific food needs and ask about the cook program.

There was also a suggestion that perhaps we need to use the \$2000 professional development money provided by the Dean before June.

5. Dean's Review

Three ULSG members are serving on the Dean's Review Committee. The committee is putting together a survey to distribute to library staff and the Council of Head Librarians. They will survey or interview other deans, administrators, and community people. Part of the charge of the committee is to gather data about the dean's strengths, weaknesses, etc. and compile a report of the results. ULSG members are urged to complete the survey.

ULSG General Meeting, May 8, 2008

20 Attending:

Greg Mobley

Debra Brookhart

Sharon Fish

Becky Mock

Karen Proctor

Kathy Logan

Cheryl Cockrum

Matthew Radican

Glenda Armstrong

Margaret Vollmer

Becky Sutherland

Teresa McCurry

Janice Canganelli

Teodora Durbin

Kim Sorrell

April Barnes

Raymond Dunaway

John Cooper

James Kendrick

Alice Jackson

1. Minutes of last 2 meetings approved.
2. Election Results
 - a. President – Teresa McCurry
 - b. Vice President – Alice Jackson
 - c. Secretary – Karen Proctor
 - d. Treasurer - Becky Sutherland
3. Diversity Presentation – Kristi Palmer and Mindy Cooper
 - a. ULSG needs to appoint 2-3 people to serve on the committee
 - b. Accomplishments of the committee thus far:
 - i. Diversity Fellows
 - ii. Free copies of the Indianapolis Recorder in the library
 - iii. Displays
 - iv. Read poster campaign
 - v. A state group basing a \$1 million grant on what we've done
 - c. The committee meets at least 4 times per year (last year the group met monthly).

- d. Volunteers will serve 2-year terms June 1-May 30.
 - e. Jennifer James, James Kendrick, and Sharon Fish volunteered to represent the ULSG
4. Committee Reports
- a. Rewards and Recognition – Teresa recognized April Barnes new to the library since the last ULSG General Meeting.
 - b. Finance Committee – Staff Project Fund: \$2069.95
Petty Cash: \$170.80
Frankenstein: \$105.00
 - i. The Garage Sale profits were \$50.05
 - c. Social Activities – The Soup and Salad event was very successful. James won the doorprize.
5. Budgetary Advisory Committee Volunteers (2)
- a. Jan Canganelli
 - b. Matt Radican (Kathy Logan wants to remain on the committee to complete some of the work of the subcommittee she was working with. Greg will check with David.)
6. Garage Sale
- a. The ULSG made \$30.05 after taking \$20.00 out for the table fees. Kathy recommended trying it again next year. We donated all leftover items to a group at the sale collecting for Burmese Refugees.
7. David's Review Update
- a. The report is completed. The committee will meet with David to discuss the findings. Then Bob White (chair) will meet with Chancellor Bantz and Dean Sukhatme. A summary report will then be released to the staff.
8. Merit Ranking Criteria for Non-Librarians
- a. A final draft of the document was handed out. It was explained that it will be used to evaluate the current year's work during the 2009 reviews.
 - b. A question was raised about outside committee activity that Greg will take to David for a final determination.
 - c. The ranking terminology used is the same that librarians will be using.
 - d. Many people voiced concern about not knowing their ranking and requested that receiving that information be part of the process.
 - e. Further questions can be sent to the EC.
9. Other Business
- a. In the past, David has set aside \$2,000 if the ULSG has a major training request. Becky sent a message to David verifying the availability of these funds. Since he

is currently away, she has received no answer. A message will be sent to the group as soon as she finds out any further information.