Literatures and Languages Implementation Team

Minutes – March 5, 2010

Present: Marek Sroka (Chair), Bob Cagle, Paula Carns, Dara Goldman, Harriett Green, Tony Hynes, Jo Kibbee, Bruce Swann

Absent: JoAnn Jacoby, Renée R. Trilling

Minutes for the meeting will be sent out for review prior to posting on the web. We will go in alphabetical order for minute-takers, excluding teaching faculty. Marek volunteered to take the minutes for the first meeting.

1. Introductions

Members of the group who were in attendance introduced themselves.

2. Review of Charge

Marek indicated that the primary charge to this group is implementation of the recommendations of the Literatures and Languages Planning Team. According to the charge, a new unit, “The Literatures and Languages Library,” will be established in the current space of the Slavic and East European Library (225) and the former Government Documents space (200D). The charge also calls for the integration of reference collections in the component areas with the current reference materials in Room 200 and the Main Stacks Reference materials, as appropriate. A question regarding the space currently occupied by the Library Advancement Office (227) was raised. It was suggested that the Library Advancement Office be relocated to the fourth floor to the space currently occupied by the Modern Languages and Linguistics Library (425) or to the space presently occupied by AULs (who might move to the 4th floor). The team will revisit the issues when the space arrangements for the new unit will be discussed in future meetings.

A complete description of the charge is available at

http://www.library.illinois.edu/nsm/lit/Lit_Implementation_Charge.pdf

3. Discussion of next steps and priority tasks

The team decided to work as one group that would discuss different subjects during its weekly meetings for library personnel as well as monthly meetings that would include teaching faculty. The following subjects have been identified for the implementation report: staffing, services and collections, and space for collections, services, and library personnel. A brief discussion followed; Jo observed that the physical space available would be determined by the size of the collections in the new unit; Dara remarked that faculty needed some level of browsability of print collections in the new unit; Bob and Harriett stressed the importance of a core, circulating English literature collection in the new unit. Tony remarked that the new unit did not need to do reserves since Main Stacks circulation now holds print reserves on the second floor – English has already moved their course reserves to the central Circulation Desk. The first issue to be discussed by the team will be recommendations regarding staffing. Team members were
encouraged to send their thoughts about staffing to the whole group. The comments will be
summarized by Harriett and will be discussed at the next meeting.

4. Discussion of information needed.

Marek distributed floor plans for rooms 225, 200D and the Main Reference Room. The plans
were obtained by the previous group. Information about square footage of the English Library,
Modern Languages and Linguistics Library, and Slavic Library was also distributed. What is
needed is the square footage of room 200D (formerly Government Documents) and current linear
footage of shelving for the English Library, Modern Languages and Linguistics, and available
linear footage of shelving in Slavic Library and 200D (formerly Government Documents).
Current staffing levels in the English Library and Modern Languages and Linguistics were briefly
discussed.

5. Discussion of future meeting dates and times

We will probably meet every week as a library group and every three weeks as a whole team.
Tuesday afternoons were selected as the most convenient time to meet for a library group.

6. Adjournment

The meeting adjourned at 4:30 pm.