TO: Library Faculty
FROM: Jack Brennan, Recorder
SUBJECT: REPORT on Faculty meeting, July 5, 1979
CHAIR: Mildred Nilon, Assistant Director for Public Services

ADMINISTRATIVE MATTERS:

1. The most important announcement is that Annual Reports are due July 15, 1979. Nilon said that she would like to see public service unit reports prior to that so she can finish her report, which is due on the same date.

2. The administration is beginning the process of initiating the moves. Preparations to transfer Education Library serials holdings has been underway for some time. John Vasi is working on getting shelving set up in the basement storage (formerly Music Library) area, which will be the new location for the Dewey system stacks, thus providing space for LC shifts and expansions in the Norlin stacks. Petriewsky said Marking is changing the spines on Education periodicals and student assistants can pick up extra hours if they want to work on getting this done. A notice is being sent to department heads.

3. Reneker said that the new student aide minimum, $2.03, became effective July 1. The rate is set by the Financial Aid Office. Henceforth, Department Heads must total up student hours on each student time card and sign the time card before the person can be paid. Nilon said a memo telling the new, reduced student hour allocations for each department have been sent out. The units must stay within their totals for the year. Money saved during the summer can be spent later in the year. Reneker also noted that a higher pay scale is being sought so that the Libraries can compete for work-study students, and that anybody wanting a copy of the 1979-80 Student Classification and Pay Plan should contact Personnel-Business.

4. Hensley said the new SBC had been delivered but a problem with the binding will hold up distribution for a while.