Area Programs Staff Meeting | January 31, 2013 | 10:00-11:00 am | Turkish American Friendship Room

Staff present: J. Rodgers (Convener), S. Baker, L. Billings, J. Crayne, M. Gitelman, S. Go, N. Llamas, J. Martin, S. Meesanga, I. Muchnik, K. Nautiyal, M. Sadeghi, F. Sayman, W. Slater, B. Snyder (recorder)

1. **Active U** - (Jonathan)
* This year’s Area Programs/International Studies team is “Jeunesse Sportive Kairouanaise,” named after the soccer team from Kairouan, Tunisia.
* All International Studies staff have been invited by Jonathan to join the team.
* Sign up by February 5th and start logging your activity.
1. **Technical Services Update** – (Beth)
* HathiTrust and bibliographic changes:
	+ If you reassign an Aleph record to a new/different OCLC record and the Aleph record has a HathiTrust digital item attached to it, please report the OCLC record number change to HathiTrust through the Feedback link in the top right corner of the HathiTrust web site (<http://www.hathitrust.org>). Include the MDP number, the old OCLC record number association and the new OCLC record number association. The MDP number can be found in the item record/Tab 2/2nd Call No.
	+ Do not make changes to OCLC master records for HathiTrust holdings, even if you make changes to the master record for the corresponding print version. OCLC is fully responsible for the content of master records for HathiTrust holdings.
* The Labeling Unit will be moving to the former selection space in the back left corner off of room 1 (Acquisitions). The move will probably take place in February following asbestos abatement and recarpeting in the area.
* RDA Transition Update – training sessions are being scheduled to begin in mid-March and extend through the end of that month. Sessions for catalogers will emphasize differences between AACR2 and RDA rules and will not focus on training catalogers to catalog from “the ground up.” Individual units may wish to conduct their own training to cover more basic cataloging issues as well as local policy decisions as they relate to RDA implementation.
1. **Area Programs Materials Routing Language Document** – (Beth)
* This document remains in draft form in the group space at this location: I:\Area\Area Programs Language, Country & Contact Information\AP Languages Draft 20121129.docx
* Send any additional updates, comments or questions to Beth. She will expect to complete the final revision and make it available to staff on the intranet and/or the web page before the next AP meeting in February.
1. **Area Programs Staffing & Configuration Changes** – (Jonathan and Nerea)
* Area Programs continues to be a unit, although Jonathan has stepped down as its coordinator.
* Area Programs unit heads all report directly to Nerea Llamas.
* Jonathan’s phased retirement began in January 2013 with a reduction in his hours to 2/3 FTE. He’ll reduce his hours to 1/3 FTE in 2014 and embark on full retirement January 1, 2015.
* Evyn Kropf will assume the position of Head of the Near East Division upon Jonathan’s retirement in 2015. Jonathan is working with Evyn to ensure a smooth transition.
* All staff from Area Programs will continue to meet monthly as a group. The convener is yet to be determined.
* Nerea will hold a monthly International Studies meeting; participants will include Area Programs unit heads, Barbara Alvarez, Jen Bonnet and Loyd Mbabu.
* Nerea is not in a hurry to make any bigger structural changes to Area Programs at this time. She would prefer to have a clearer and deeper understanding of the functions and needs of Area Programs before determining if any changes are required.
1. **Research Unit Retreat** – (Nerea)
* Planning for a retreat to address our role in the research realm is underway. All Research Unit staff will be invited to take part in this event, which is expected to take place in June and to cover two half days.
* Elaine and the Research unit managers will be gathering data and feedback from the recently established ORCID Task Force, DataCite Task Force, eResearch Working Group, and the Research Life Cycle Group to discuss during the retreat.
1. **Research Unit Position Postings** – (Nerea)
* Searches are underway for three newly posted positions: Chinese Studies Librarian, Head of Asia Library, and American and British History Subject Specialist.
* Please share these job postings with any qualified people who might be interested. The postings are linked from here: <http://www.lib.umich.edu/library-human-resources/librarian-positions>.
1. **File storage/organization/sharing options** – (Jonathan)
* Google Drive app - Your M+Google Drive resides in the cloud, but you can also have DSS install the desktop/mobile application which will allow you to access your files from your computer. For more information see <https://sites.google.com/a/umich.edu/going-google/docs/google-drive>
* M+Box – Is a file storage and sharing system. For more information see <http://www.itcs.umich.edu/storage/box/>
1. **Next meeting** –
* Unless otherwise notified, the next AP Staff meeting will be on Thursday, February 28, 2013 from 10:00-11:30 a.m. in The Turkish American Friendship Room. See the Area Programs Blog for additional details and updates. <http://mblog.lib.umich.edu/mblogarea/>