

[The following is a document created by SUL Cabinet F: Drive subgroup. Information systems Department has followed its recommendation and reassigned the access privileges to all folders on F: drive. If you need write/delete access rights, please ask folder owner to send a request to [help@library.syr.edu](mailto:help@library.syr.edu) Thanks! Library Information Systems Department (5-11-01)]

## F DRIVE SUBFOLDERS

**Here are examples of the types of folders and owners that would reside within the top level structure of F.**

Access and Digital Services Division	P.McLaughlin
Electronic Resources & Document Delivery	P.McLaughlin
Reserves	E.Hannah
ILL	D.MacDonald
Media Services	G.Abbott
Administration	P.Graham/T.Belzak
Bibliographic Services Division	R.Money
Monographs	B.Gwilt
Serials	C.Tremper
Database Management	L.Wasylenko
Collection Development	P.McDonald
Belfer	M.Weimer
Preservation	M.Hanson
Committees	T.Belzak
Action Plans & Action Teams	Rotates
Projects or Task Forces	
Strategic Planning	B.Gwilt
Document Delivery Task Force	P.McLaughlin
Electronic Journals Task Force	P.McLaughlin
Training Coordination Team	C.Cost
Web Development Group	P.McLaughlin
Standing Committees	T.Belzak
Cabinet	T.Belzak
Collection Development Committee	P.McDonald
PSDH	AUL for PS
Collection Development Assembly	P.McDonald
SUMMIT OPAC	P.McLaughlin
SUMMIT Libtech	L.Bankert
SUMMIT Circulation	E.DeRycke
SUMMIT Implementation	AUL for TS & S
SUMMIT Technical Implementation	AUL for TS & S
SUIQ	T.Belzak
SULA	Rotates
Executive	
Library Concerns & Development	
Special Events	

Drop Folders	T.Belzak
Forms	T.Belzak
Library	
University	
Graphics	T.Belzak
Images	
Line Art	
Hours	E.DeRycke
Draft	
Current	
Information Systems	Y.Tung
Personnel	C.Cost
Job Postings	
Policies & Procedures	T.Belzak
Library	
Personnel	
Facilities	
Public Service	
University	
Public Services	AUL for PS
Publications	
External	M.Hinton
Library Connection	
Information Bulletins	
Instruction Bulletins	
Internal	T.Belzak
Staff Newsletter	
Organizational Charts	
Email List	
Committee List	
Phone directory	
Librarians' Manual	
Reports	T.Belzak
Research & Information Services Division	L.Moeckel
Circulation	E.DeRycke
Fine Arts	B.Opar
ISDP	B.Ryan
Maps & Government Information	L.Pease
Reference	E.Coppola
Science & Technology Libraries	L.Murray
Geology Library	E.Wallace
Math Library	M.DeCarlo
Physics Library	J.Pease
User Education	P.Thomas

Searches

C.Cost

Security & Facilities

T.House

Special Collections

Dept. Head

Cabinet F Drive Subgroup  
Abbott, Cost, Murray, Pease  
1/01