

University Library Committee  
Minutes  
November 3, 1998

PRESENT: James Bailey, Lucy Lynch, Gary Meyer, Jeffrey Ostler, Gordon Sayre, Brad Shelton, James Schombert, George Shipman (ex officio), Ray Weldon.

GUEST: Mark Watson, Associate University Librarian for Technical Services.

The meeting was called to order by Jim Schombert, chair, at 8:30 a.m.

#### ANNOUNCEMENTS

Shipman announced that the library has received a \$75,000 gift (\$25,000 for three years) to fund a university fine press. Sandy Tilcock, owner of Long Goose Press in Eugene, will operate the university fine press. The press will publish items such as broadsides and essays, and will also create keepsakes for various University events. Ms. Tilcock will also sponsor workshops and teach a class in the School of Architecture & Applied Arts. The university press facility will be located at the current Lone Goose Press location. It is expected that the university press will be self-supporting after three years; if it is not, operations will be discontinued.

#### PROGRAM REVIEW

Copies of the final version of library administration's response to the internal and external review team recommendations were distributed. There were only a few minor changes from the draft that the ULC reviewed at the Oct. 12 meeting.

#### ACQUISITION BUDGET

Shipman distributed copies of the proposed 1998/99 Library Budget for acquisitions. Library departmental representatives will be receiving the actual allocations for their departments soon. The allocation for 98/99 is \$4,701,859 (a 5.3% increase from 97/98) plus \$287,300 in prepayment carryovers which makes the total budget \$4,989,159. The proposal lists the following expenditures:

1.	Materials processing	\$295,436 (OCLC and other cataloging costs, binding)
2.	Automation	\$302,685 (III maintenance, public equipment, etc)
3.	Access	\$290,734 (elec. databases, ejournals, search services, ILL, etc)
4.	Renewals	\$2,963,658 (serials subscriptions and continuations)
5.	New serials	\$43,908 (includes 97/98 unspent allocation)
6.	Approval plans	\$423,200 (Univ. presses, foreign languages, music, slides, etc)
7.	Monographs	\$597,401 (including videos)
8.	Contingency	\$72,137 (funds which must be saved and applied to next year's budget to delay serials cancellations)

Schombert stated that the new serials allocations seems low. Lynch asked if there is any shift of funds from serials to access, for example, to cover electronic serials subscriptions. Shipman responded that electronic serial subscriptions pose several problems. Many times we cannot cancel the hard copy subscription because free access is tied to the print subscription. Permanent access to electronic subscriptions is not always guaranteed, so we keep the hard copy for archival purposes. Watson added

that some departments are being conservative with their new serials allocations, anticipating future serials cancellations. Shipman said that library subject specialists and departmental representatives need to work together in spending their allotments.

Shelton commented that this budget reflects a 75/25 (monographs/serials) ratio. In years past, the library tried to sustain a 70/30 ration between the two. Shipman said that he expects this to go back to the 70/30 ratio in the next biennium. Watson added that another important variable to consider is electronic resources. At some point, the ratio may need to include electronic databases, in addition to monographs and serials. Shipman stated that Deb Carver has saved the library a great deal of money by acquiring site licenses in cooperation with other libraries. We pay substantially less than the standard rates. But, we also have to deal with unforeseen increases in current electronic database rates; e.g. INSPEC jumping from \$4,000 to \$27,000.

A motion was made to approve the 98/99 acquisition budget outline as presented. The motion was seconded, followed by a vote with all in favor.

## ORBIS

Schombert reported that Deb Carver gave an excellent presentation to the University Senate on Orbis. Overall, most support Orbis, but are somewhat apprehensive about the future. There is concern about allowing smaller colleges access to our collection. Shipman stated that there are systematic ways to eliminate misuse of borrowing within the consortium.

However, Shipman added there are discussions currently going on with regard to allowing community colleges membership in Orbis. Shipman stated that the Orbis budget submitted to OUS/Chancellor Cox last June, incorporated the objectives originally established by Chancellor Cox:

1. fund Orbis membership for remaining OUS libraries (OSU/PSU/OHSU/COCC University Center)
2. fund Orbis infrastructure
3. fund databases
4. explore possible community college membership (e.g. participation in database licensing)

Shipman does not endorse the current OUS proposal that Orbis membership should include all 17 Oregon community colleges on a fast track schedule. There are institutional politics to consider - our students pay fees and our faculty expect resources to be available; this would be jeopardized if all community colleges are granted membership into Orbis. Shipman will keep the ULC informed of the ongoing discussions involving community colleges membership.

## FACULTY STUDIES

The ULC members received, prior to the meeting, copies of the current faculty study application and guidelines. Shipman distributed a handout listing some general information on room use. There are 65 faculty study rooms, for a total of 140 spaces. Most rooms have two occupants, with some having three. All but 17 spaces have been reserved. There are currently about 10 applications in process. Three spot checks taken during the past week showed that most rooms do have material stored in them, but that few were actually occupied by faculty.

The ULC would like to explore the possibility of allowing graduate students access to some of the faculty study rooms, twenty, for example. It appears that there are two primary reasons for graduate students needing a faculty study room. The first, for a quiet study area, and second, to store materials while conducting research. To address the quiet study need, it was suggested to have several rooms in a row that would be keyed the same. Each student requesting this kind of room would receive a key and room use would be on a first come basis. To deter students from "camping out" in these open study rooms, the use guidelines should indicate a time limit, e.g. two hours. Graduate students needing space for storing materials while conducting research would receive keys in the same manner as current faculty holders. The possibility of having some faculty study carrels that were keyed the same and shared like the graduate study carrels was also discussed.

Schombert suggested that library staff draft a new guidelines sheet and application form for graduate student and faculty carrel use. The application form should include a question for graduate students on whether the carrel is needed for quiet study time, or for storing material while conducting research. The form should also require the applicant to explain the project he/she is working on, and to also include a signature block for the graduate student's faculty advisor. It was suggested that grad students needing a room for storing material while conducting research be allowed to reserve a room for two-terms, or possibly longer. Those needing quiet study spaces might be issued keys on a shorter-term basis. Schombert suggested that the draft be discussed at the next ULC meeting in December.

The meeting was adjourned at 9:45 a.m.

#### FUTURE AGENDA ITEMS

1. Math Library
2. Graduate study carrels
3. Furnishings