

University Library Committee  
Minutes  
November 22, 1999

PRESENT: Rebecca Dorsey, Jane Gray, Mary Jaeger, Gina Psaki, Leland Roth, Brad Shelton, George Shipman, Richard Sundt.

GUESTS: Andrew Bonamici, Associate University Librarian for Administrative Services; Deb Carver, Associate University Librarian for Public Services & Collections; Mark Watson, Associate University Librarian for Technical Services.

The meeting was called to order by Gina Psaki, chair, at 3:05 p.m. The minutes from the October 11, 1999 meeting stand approved as written.

#### LIBRARY BUDGET

Shipman reported that due to UO enrollment shortfalls, the Library's FY1999-2000 budget has been reduced. First, the base budget received a 2% across-the-board decrement equivalent to administrative units [subsequently improved to a 1.6% decrement equivalent to schools & colleges]. Second, the augment percentage was lowered from 1.81% to 1.16% and applied to the reduced base. [An updated budget summary will be made available within the next few weeks.]

Before these reductions were imposed, the library was projecting a balanced budget, achieved through stringent cost controls and delayed filling of vacant positions. Considering the risk of additional decrements next year, ending FY99-00 with carryforward deficit does not seem advisable.

Library Administration suggests that in order to deal with the current budget shortfalls and prepare for inflation increases and possible future decrements next year, we consider implementing the remainder of the serials cancellation that was planned three years ago. The remaining target is \$300,000.

The question was asked if reducing library hours would be an option to deal with the budget situation. Carver responded that we have in the past calculated various scenarios involving shortened library hours, but that reducing hours has very little impact on generating savings.

Shipman asked the committee to consider two options for dealing with the library's deficit:

1. process the remaining \$300,000 serials cancellation this year (from the \$500,000 identified three years ago), or
2. carry the deficit into the next year, at which time the cancellation process would take place

B. Shelton stated that he feels we should process the cancellation project now, rather than waiting until fall term. G. Psaki made a motion that the Library cut this year, the remaining \$300,000 in serial titles identified 3 years ago in order to impact the current fiscal problem, plus inflation increases of next year. B. Shelton seconded the motion. All voted in favor.

Carver explained that the serials cancellation process will need to begin as soon as possible. A memo from Shipman will be sent in early December, notifying faculty of this decision. In early January, another memo will be sent explaining the process and deadlines for submitting titles. The final list should be compiled by March/April. At that time, individual faculty and departments will have the opportunity to review the entire list of titles before any are selected to be cancelled. Subscriptions would cease as of July 1, 2000.

#### FURNISHINGS

Shipman stated that the total cost to provide new furnishings in Knight Library is estimated to be \$1.2 million. We anticipate having approximately \$500,000-\$700,000 to begin using by spring term. The library recently received a gift of \$100,000 payable over the next several years, to help purchase new furnishings. In addition to this gift, the sale of real estate in Sequim, WA should generate approximately \$275,000, plus other gift money may be used. Shipman plans on asking the Foundation Board of Trustees at their spring meeting to consider providing support for this project. There will be furniture demos that ULC members can participate in.

Shipman also announced that the library has received a gift of \$250,000 to support faculty fellowships. That \$250,000 will generate about \$10,000-\$12,000/yr to support faculty research, professional development, etc. In addition, we hope to

receive a \$20,000 gift, also earmarked for fellowships. Other fundraising efforts are underway to support information technology and student internships.

#### SPACE ISSUES

In reference to space in the Science Library, Shipman stated that we are trying to resolve short-term issues, as well as long-term problems. There is a considerable amount of science material being stored in Knight Library. The three main areas that need addressing in Science Library are the growing collection, reading areas, and technology classrooms. The short-term solution is to purchase compact shelving, which costs approximately one million dollars. The mid-range to long-term solution involves shelving and expansion of the current site.

The same problems exist in the AAA Library - needing to increase stacks areas, reading and instructional space. The last renovation project in AAA provided only 4-5 years of growth. AAA material is also being housed in Knight Library - items which can only be paged. The short-term to mid-range solutions for these problems include converting a portion of the 4<sup>th</sup> floor of Lawrence Hall into library space and using compact shelving in the stack areas.

Richard Sundt discussed a few ideas for storage issues in AAA Library. He would like to see the AAA books originally housed in Knight Library integrated into those items recently moved to Knight. Currently, the AAA items in Knight are in three different locations. Carver responded that library staff are currently exploring the creation of a single AAA collection in a public area within Knight Library. Books would no longer need to be paged. Sundt added that it may have been better had library staff considered a different strategy for determining which AAA items to store in Knight. Instead of moving a variety of items, it may have been better to move just one particular collection, for example journals more than 10 years old. Shipman and Carver stated concerns about having to place AAA books in storage. There are no plans to move additional material into Knight. Shipman stated that the AAA Library Committee will be involved in expansion discussions.

Shipman also reported that the Knight Library expansion and renovation was to accommodate 18 years of growth. We are currently within four years of being at optimum space. Knight Library will need an additional 60,000 square feet to accommodate this growth.

Shipman stated a more advanced solution to the space problems in Science/Math/AAA/MAP libraries would be to construct a new building to house them. Another option that might be considered is "central storage" - storing items off-site that can only be paged. Shipman feels an off-site central storage facility is not a very desirable solution.

Shelton asked if the old Law Library space could be used for storage. Shipman stated that the square footage in that area is much less than what our needs are and that he believes the space is going to be used to house a variety of academic offices.

Shipman stated that library administration will put together a document discussing the various options to address storage and space issues - showing costs, etc. The ULC will then discuss them at a future meeting.

The meeting was adjourned at 4:40 p.m.

Submitted by Sheila Gray  
12/6/99