

University Library Committee

October 31, 2001

Meeting Minutes

PRESENT: Zena Ariola, Melissa Baird, Deb Carver, Deb Merskin, Peter O'Day, Dan Pope, Gina Psaki, Michael Raymer, Marc Vanscheeuwijck, Peter Watts.

GUEST: Andrew Bonamici, Associate University Librarian for Administrative & Media Services.

Interim University Librarian Deb Carver convened the meeting at 9:00 a.m.

#### ANNOUNCEMENTS

Deb provided some announcements and updates that have taken place in the Library since last spring:

- Victoria Mitchell began her appointment as Head, Science Library in August.
- Heather Briston has accepted the position of University Archivist and will begin in November. Heather has a JD degree and MLS.
- The New Media Center has been integrated into the Library's Media Services.
- The renovation of Rm. 101 in Knight Library is complete. The two main functions of the room are reserves and video collections. The new furnishings were added this past summer. The room is much more heavily used than in the past.
- The Library has joined a document delivery consortium called RAPID. This service provides a 24-hour turnaround for journal articles and is proving to be very successful.
- The Library purchased Web of Science database using endowment monies last year. There has been a great deal of positive feedback.
- The Friends of the Library board has been restructured to include faculty and external constituents, and has been renamed the Advisory Council on Development & Advancement. The main focus for this group will be fundraising.
- The results from last winter's survey on the quality of Library services have been positive. There were a few deficient areas, which are being addressed by an internal working group, e.g. convenient hours and complete runs of print journals.
- The discussion last year that focused on replacing the card catalog with the microfiche version will be put on hold for the time being. The microfiche version is available, and after faculty have had the opportunity to use it, we will again look at removing the card catalog.
- Knight Library extended its normal hours the weekend before the start of fall term. Deb will be getting the use statistics soon, which will help determine whether the Library will continue the added hours on that weekend.
- The faculty senate endorsed the ULC's proposal last spring ( <http://libweb.uoregon.edu/ulc/dir00/ulcmemo-fin.html> ). The ULC and Library will follow-up this year with another meeting with editors who serve on editorial boards.
- A memo has been submitted to the provost requesting an additional \$300,000 on a recurring basis to forestall another serials cancellation in the next 3-5 years. Deb reported that Provost Moseley reacted favorably to the memo, but that there is no additional money to add to the Library's budget.

#### BUDGET

Deb reported that the Library has a continuous problem of rising costs compared to our budget. Factors affecting this increase in our deficit are:

- 1) increased personnel costs that are self-funded
- 2) increased material costs
- 3) increased information technology costs

In spite of a 1.5 reduction in FTE, decreased spending in S&S and student wages, and no increase to the materials budget, the Library still had a deficit of \$700,000 at the end of FY01.

Deb added that the provost had approved of a special increase to the Library's budget, but we are still facing a 2% reduction due to the state's financial difficulties. The tentative proposal is to put the increase towards the shortfall, rather than towards the materials budget. In addition to the budgetary increase, the Library is proposing further reductions in expenditures to reduce the deficit, including a \$100,000 reduction in materials budget. This would not affect existing serials, but would affect purchasing monographs and new serials. Over the past years, the Library has never taken money from the materials budget.

Gina expressed concern that this proposal contradicts last year's plea from the ULC to the provost to protect the serials budget. She also added that cutting the materials budget will have a negative affect on scholarly publishing. Others agreed that it is not a good decision to take money from the materials budget. Dan stated that he understands the pressure to work on eliminating the deficit, but would like to see the money taken from other sources. It was suggested that the Library focus some donor cultivation efforts on funding books and journals, and increasing endowments.

Deb will discuss this further with the provost, letting him know that the ULC feels very strongly against using an increase to the materials budget to cover the Library's deficit. Deb will update the committee at its next meeting on the budget discussions.

#### COMMITTEE CHAIR SELECTION

Dan Pope accepted the committee's nomination that he serves as chair of the 2001/2002 University Library Committee.

#### FUTURE AGENDA ITEMS

##### Library Annual Plan

Deb distributed copies of the 2001/2002 Library Annual Plan. It highlights the Library's key priorities in improving services and collections. See <http://libweb.uoregon.edu/ulc/dir01/masterplan0102.html>

##### Faculty Editors

Deb will work with Michael Raymer on scheduling a session with faculty editors before the end of fall term.

##### Graduate Student Membership on ULC

Deb would like to ask the Senate to change the membership bylaws to specify that a graduate student should serve on the University Library Committee. Currently the by-laws state that the membership is to include "two students."

##### University Librarian Search

The ULC will be involved in the selection process of the University Librarian. Copies of the position announcement were distributed. Gina and Dan have been appointed to serve on the search committee.

The next committee meeting will be scheduled during early winter term. S. Gray will be sending out schedule requests.

The meeting adjourned at 10:00 a.m.

Submitted by  
Sheila Gray