

## UNIVERSITY LIBRARY COMMITTEE (ULC) MINUTES

11/14/08; 4:00 – 5:25 p.m.

### PRESENT:

C. Baxter, CHAIR; K. Flowers, *ex officio*; K. Austin, S. Christelow, D. Beard, N. Devine, A. Holland, V. Kantabutra, M. Pandit, P. Park, L. Smith, and A. Zielinski.

Guests: Leonard Hitchcock, Emeritus AUL for Collection Development; Library Bibliographers: Mary Lou Beran, Marcia Francis, Ruiling Guo, Janet Higgins, Spencer Jardine, Regina Koury.

### APPROVAL OF MINUTES:

The minutes of the September 26, 2008, meeting were approved by unanimous vote.

### BUSINESS:

#### 1. List ULC members and their contact information on library web page?

Contact information specified as email address and ISU phone number. This was passed by acclamation.

#### 2. Budget

The University Deans, Kay Flowers included, have been asked to come up with three budget reduction scenarios, based on a potential 2.5%, 5%, and 7.5% cut. For the library, this would be based on our 2007 allocation, which has not received an increase for inflation for 2 years. The library is actively reconsidering all aspects of paper-vs.-electronic journal subscriptions; even so a 12-5% - 25% cut in serials subscriptions is possible.

#### **Subject Reallocations**

Meanwhile, the proposal brought by the library to the Provost / Academic Affairs Office concerning our potential response to Dr. Vailas's directive for revision of budget allocations, was revised, so the library continues to explore potential solutions to this challenge. Flowers circulated a draft proposal, "Collection Budget Allocation Policy," along with a "National Center for Education Statistics" data sheet, in which Idaho State University's library is compared to nearly 20 peer institutions.

Once ISU colleges and departments (Deans and Chairs) have identified a number of peer institutions for their particular area of study, the library, by comparing our library's holdings to those of peer institutions (using OCLC), will gain a sense of how well our programs are supported with library resources in comparison to those of similar institutions. This information will be used to guide library allocations, following the hierarchical criteria also referred to in the "Collection Budget Allocation Policy" (i.e., that within the guidelines of the University's Mission and Strategic Plan, library materials are to support first

Undergraduate and Graduate Research, followed by Graduate and Faculty Research, and finally, Specialized research, clinical needs, and other extraordinary and esoteric needs). The committee worked to finely tune the specific wording of the Draft document, and further discussion regarding the allocation of library funds ensued.

Flowers requested that ULC members consider the “Collection Budget Allocation Policy” further, and share their comments with her prior to the next meeting (Friday, Dec. 12 at 4:00 p.m.) A revised Draft Allocation document will be considered for approval at that meeting. At that time, the School of Nursing’s data (the comparison of Oboler Library’s appropriate resources to those of 8 peer institutions) may have been compiled as an example.

ADJOURNMENT:

Meeting was adjourned at 5:25 p.m.

Respectfully submitted,  
Kristi Austin

Documents distributed:

Agenda

[Draft Minutes from ULC, 9/26/08](#)

[“National Center for Education Statistics: Data from Academic Libraries Survey Fiscal Year: 2006”](#)

[“Collection Budget Allocation Policy” \(DRAFT\) 11/12/08](#)