

UNIVERSITY LIBRARY COMMITTEE (ULC) MINUTES

1/18/08; 4:00 – 5:15 p.m.

PRESENT:

B. Hewett, CHAIR; K. Flowers, *ex officio*; K. Austin, C. Baxter, D. Beard, J. Groom, V. Kantabutra, T. Letzring, H. McAdam, P. Park, T. Payne, L. Smith, C. Whitaker. Guest: Sandra Shropshire, Library's AUL for Technical Services (speaking for K. Flowers, who had laryngitis).

APPROVAL OF MINUTES:

The revised minutes from Oct. 19, 2007 and the minutes from the library retreat/meeting of Nov. 9, 2007 were approved.

ANNOUNCEMENTS:

New members Jennifer Groom (CEC), David Beard (Bus.), and Heather McAdam (UG) were introduced.

BUSINESS:

1. By-laws Revision

Some further changes to the wording were proposed; and since the new "Staff Council" may once again be split into CEC and COPE, it was decided to retain 2 members from that group. With these changes, the Bylaws revisions were approved.

2. Library Fees

It is an annual practice for the library to reassess/revise our fees and to seek approval from the ULC. The new fees (document dated 1/7/08) was discussed and approved.

3. Web of Science

The Web of Science database is now available and the library is collecting usage statistics. It is possible to conduct a citation search in the sciences and social sciences through this product. BIOSIS Previews (formerly Biological Abstracts) is available through the Web of Knowledge interface. Training will take place the following Friday (1/21/08) in two open workshops in the library.

4. Update: Request for Book Orders Online

The "Book Purchase Suggestion Form" can be found on the library's webpage under "Research & Resources / Find a Book / Suggest a book for our collection" or at <http://www.isu.edu/library/restricted/suggestbk.htm>. A patron's user status is required. Shropshire will either purchase suggested books with the General Funds, or forward to appropriate bibliographer (who may then forward to the corresponding departmental liaison).

5. Annual Journals Review -- Shropshire

Library's Collection Development department conducts an annual Journals Review which is sent to departments; Shropshire requested advice regarding when these reports should be sent. Later would mean more information about funding (based on action of legislature); earlier reports would give faculty more time to think about what to do without if the need arises. She proposes having reports ready right after Spring Break (Mar. 24-28, 2008). Most seemed to feel that earlier was better than later, as we'd have more time to respond. It was also suggested that a connection between the acquisition of Web of Science and lack of funds for journal subscriptions should be pointed out to faculty.

6. Library Budget Presentation for Budget Council

Flowers asked for suggestions for her budget presentation, which she will have to make to ISU's Budget Council in a month (Feb. 14). Some felt that the University's administration should consistently set aside some funds to insulate the library from annual uncertainties (such as inflation, legislative funding, fluctuating enrollment, etc.).

ADJOURNMENT:

Meeting was adjourned at 5:00 p.m.

Respectfully submitted,
Kristi N. Austin

Documents distributed: [Agenda for 1/18/2008](#); Draft minutes 11/16/07 (retreat, submitted by Sue Roth); Revised draft minutes 10/19/2007; [Revised Bylaws](#); I.S.U. [Oboler Library Fees Policy](#) rev. 1/7/08; [Library Overhead Account](#); Policies/Procedures/Request form for Spending Library Account 826-021-20 (Draft 1/18/2008); [Sample Journal Ranking table \(Annual Journals Review\)](#).