

UNIVERSITY LIBRARY COMMITTEE MINUTES
3/14/08; 3:00 – 5:20PM

PRESENT—ULC Members: K. Austin, Library; D. Beard, Business; V. Kantabutra, Engineering; T. Letzring, Social Sciences A; H. Mc Adam, Undergraduate Representative; T. Payne, Physical Science & Math; D. Selvage, Pharmacy; L. Smith, COT; M. Spall, COPE; C. Whitaker, Humanities A; and K. Flowers, ex-officio.

EXCUSED—ULC Members: J. Groom, B. Hewett (Chair), and P. Park.

GUESTS: Barbara Adamcik, Academic Affairs; Steve Adkison, Academic Affairs; David Alexander, ITS; David Squires, Curriculum Council; Ken Trimmer, Curriculum Council; and Philip Homan, Curriculum Council-Library; and Jane Strickland, Education.

GUEST LIBRARY REPRESENTATIVES: Karen Kearns, Sandra Shropshire, Cheryl Sebold, Cathy Gray, Beth Downing, Marcia Francis, Leonard Hitchcock, Mary Beran, Spencer Jardine, and Janet Higgins.

APPROVAL OF MINUTES: Minutes Of 2/15/08 were approved with no corrections.

BUSINESS:

Budget allocations:

When Kay made the Library budget presentation to Dr. Vailas, he expressed concern about how the book budget was allocated, and made some statements that led Kay to believe the Library would have to begin making department allocations based on faculty productivity. Later Kay met with Dr. Vailas, Dr. Adamcik, Dr. Atkison, Mr. Alexander, and Mr. Gaines where the concern of how departmental library budget allocations were defined was clarified.

Kay reviewed the history of how allocations have been made since she became University Librarian. At that time, departmental allocations were based on a history of three previous years' purchases. About ten years ago, the library explored a formula procedure to divide allocations and this proved unsatisfactory. Thereafter, the library's allocations were based on the previous history with incremental budgeting plus inflation.

Dr. Vailas wants the committee to explore the allocation procedure.

The Library Committee has been asked to make recommendations about how the library should adequately provide and protect the core collection, with the critical question being the allocations between the core research materials and core instructional materials.

Definition of core comes from different places. Librarians have reference tools that give broad baselines. Some disciplines have key bibliographies. Some accreditation agencies may assist us as well. In some areas, we have learned societies that have helped define core; in others, we don't and that's where we will need help.

We need criteria of what the core of this university should be. The medical library will be a core because it is included in the mission of the university. Core collections should be strategically driven, but the creation of knowledge and instruction is goal one.

After these things are defined, we will ask for feedback from faculty so it is a joint process with library faculty and other faculty.

We need to identify criteria for the future as the university mission and goals shift.

Kay discussed the progress that has been made in collaborating with other state institutions of higher education and suggested areas where more collaboration could take place.

Kay informed the committee that this summer will be devoted to collection comparisons, purchasing history reviews and gathering other information from departments about student numbers and credit hours. It was suggested that the deans could give the latter information to the library. The committee and guests discussed many areas for investigation that would benefit this process.

She reported that this is a complex problem that many libraries are facing and that the library will look at models from other libraries which she has already begun. She will also use the traditional peer group for comparisons. It was suggested she ask aspiration peers (U of Utah, Utah State, Montana) also, so the criteria would give us room to grow.

Once we reapportion the allocations, each allocation would still generate inflation, so we would still need inflationary resources. It will have to be a dynamic process because it will always change.

Kay has been participating in development meetings and hopes to hire a half-time development officer for the library in the hope of adding to library endowments. The committee discussed fundraising for the library and how departments could identify new funds, but it was suggested that this only works when departments are actively engaged in the fundraising activity.

The Curriculum Council is looking at the effect on the library of programs that are going away. The money that became available could be absorbed by the library.

Kay is going to see if she can get the ULC into Simplot Center to work out the criteria and to formulate all the questions we have and the way we want to evolve. She explained that in using this Center, things emerge that are not said in verbal discussion; it becomes a reflective process and helps minimize the influence of dominant personalities.

We will have another meeting in April and maybe one more. She will work through the summer and keep those members who are available informed and have a draft ready in the fall.

To make it as inclusive as possible, she would like everyone to share this discussion with their constituencies and ask for input. She would like the same from administrators, bibliographers, and perhaps Curriculum Council.

Kay will make arrangements for the Simplot Center and contact you.

Adjourn—5:20.

Respectfully submitted,

Sue Roth, Administrative Assistant II