

AGENDA
UNIVERSITY LIBRARY COMMITTEE
Saturday, April 23, 2011

PLEASE SEND ELECTRONIC COPIES OF YOUR HANDOUTS TO
Sue Roth at rothsusa@isu.edu.

APPROVE MINUTES: March 11, 2011
a. January 20, 2011—Shropshire:

OLD BUSINESS:

1. Adopt-A-Journal—Beachboard:

NEW BUSINESS:

1. New class for fall 2011—ACAD 1199, Information Research—Shropshire:

2. Split from Curriculum Council—Shropshire:

3. New Budget (if we know anything new)—Shropshire:

4. Election of Chair for 2011-12—McCulloch:

5. Other

UNIVERSITY LIBRARY COMMITTEE

Minutes: April 23, 2011

Approved ULC 9/9/11

The University Library Committee met for a breakfast meeting at Elmer's on 5th Street in Pocatello at 9:00. After eating, the meeting was called to order by Chair Kathleen McCulloch at 10:05am. The following were present: Martine Beachboard, Josephine Garibaldi, Cathy Gray, Andrew Holland, Vitit Kantabutra, Linda Leeuwrik, Sandra Shropshire, Jean Thomas and Neil Tocher. Guests were Janet Higgins, AUL-Systems, Jim Teliha, AUL-Public Services and Marcia Francis, Director of the Health Sciences Library. Glenda Carr, Nancy Devine and Janet Loxterman were excused. McCulloch expressed her thanks for breakfast and everyone agreed.

Old Business

Indirect Funds from Research

McCulloch talked to Jessica Winston, the current chair of the Research Council about increasing the percentage of indirect funds allocated to the library through research grants. Winston is supportive of this increase, however there will have to be a carefully written proposal presented to the Research Council. After receiving the proposal, the Research Council will consider it, and approach the university administration about the increase.

Shropshire was asked to do a follow-up presentation to the Budget Council and questions about the indirect funds were asked. Barbara Adamcik said indirect funds were first implemented in the mid-1990's and the original plan was to increase the percentage incrementally.

Adopt-a-Journal

Beachboard thanked everyone for their comments about the draft sent out earlier, and presented a draft she developed that could be included on the library website and developed into a tri-fold flyer. Suggestions were to add the average price for journals for education and business. Beachboard said she would have it finished and available by the end of May in various formats. Kantabutra suggested a postcard could be available and distributed at various events.

Minutes

- a. January 20, 2011** Shropshire made some adjustments to provide more clarity on the budget issues, so a revised copy was distributed
- b. March 11, 2011** Teliha took minutes for this meeting, Cathy Gray was excused Leeuwrik moved both sets of minutes be approved, Thomas seconded the motion, and the motion passed.

New Business

ACAD 1199 Information Research class to be taught Fall 2011

Shropshire presented a flyer that will be posted around campus about the class, Spencer Jardine will be teaching it. The class will be taught during the second 8-weeks of the semester. The course has only one section and is limited to 26 students, with hopes to expand to more sections in future semesters. The class is currently offered through the Academic Programs

office, although Spencer Jardine and Shropshire have plans to approach the Executive Committee from the College of Arts and Letters to offer the class through their college.

Holland and Leeuwrik both commented that an afternoon class would conflict with many studio and lab courses, especially meeting two days each week. They suggested that the class meet weekly for two hours, especially if it would be taught in a practical workshop format.

Split from Curriculum Council

Shropshire stated that as the library dean, she would like to see the University Library Committee to continue to meet. Currently the committees are being reassessed and the reporting structure being reviewed. The ULC currently reports to the Curriculum Council, which reports to Faculty Senate. Originally this was to keep the library involved as a checkpoint for new programs and classes to verify the library can support their research needs. However, the Research Council and other groups could be justified as well. Shropshire made a suggestion that the ULC include the Provost and Vice-President of Research, but that the ULC be autonomous and report directly to the university president. A second option was to continue to report to Curriculum Council, as well as Research Council. Shropshire's main concern is that the ULC maintain an active existence.

New Budget for 2011-2012

Shropshire said the Idaho State Board of Education approved the 7% increase in fees that was asked for, but the university budget has not been announced. Shropshire said the library has received the journal rankings from all the departments and the titles to be cut are posted on the library website and being reviewed by all faculty.

Election of Chair for 2011-2012

McCulloch asked if there were any volunteers to be chair, and Neil Tocher volunteered. He was approved unanimously. A review of the current membership noted that several are to be rotated off, but due to the tenuous nature of the university committees, no elections will be held. All current members will continue to serve next year on the ULC.

Adjourned: 11:25am

University Library Committee

Meeting Minutes: January 21, 2011
Revision approved by ULC 4/23/2011

The meeting was called to order at 3:35 by Chair Kathleen McCulloch, in B7 of the library. Others in attendance were Glenda Carr (in Meridian via distance learning system), Nancy Devine, Josephine Garibaldi, Cathy Gray, Andrew Holland, Vitit Kantabutra, Linda Leeuwrik, Bill MacLachlan, Sandra Shropshire, Jean Thomas, and AUL Jim Teliha. Martine Beachboard, Neil Tocher and Spencer Wagner were excused.

The first item of business was to review the minutes, the spelling of Kathleen McCulloch's name was incorrect. Jean Thomas moved to approve the December minutes with the correction; Linda Leeuwrik second the motion, which passed unanimously.

New Business

1. Budget

Sandra Shropshire presented the budget proposal that she has been working on for Dr Vailas. The PowerPoint presentation detailed the impact of cuts at two, four and six percent. In the **staff** category, there is a full-time classified staff member retiring at the end of February, and her duties will be distributed to others and the position will not be filled, so there will be savings there. In the **travel, communications, media, supplies** category, these have already been cut as much as possible. The biggest impact will be for the **collection** budget, especially the journals.

There are two reasons for this. The first is that FY06/07 was the last year that the legislature provided a permanent increase to base to state four-year academic libraries' collection budgets specifically to offset inflation. In FY 07/08 and 08/09, ISU administration provided funding for this purpose, although it was one-time funding. In FY 09/10 and 10/11, the Library used reserve funds to offset inflation, but in July 2010, the Library's reserve was reallocated. This series of events means that the Library will have to recoup \$ 250,000.00 in journals expenditures, i.e., to implement a 20% cut to all journals in order to get back to its FY 06/07 level of purchasing power.

The second reason for the extensive journals cut lies in the state-mandated cuts of two, four, five and six percent.

Overall, services will not be cut, but due to less student workers, Sandra anticipates services will slow down. She also anticipates that interlibrary loans will need to expand, due to the decrease in the collection. Most of the budget cuts will be in the area of supplies, no matter what percent is cut, either two, four, five or six percent.

Sandra also assumes there will be a greater emphasis on fund raising for the library. As for increasing the overhead funds from research grants, Phil Homan suggested Kathleen contact the current chair of the Research Council, as he is on sabbatical this semester.

Sandra asked what other points should be added to the presentation, and Jim suggested a list of budget levels in the various categories from our peer institutions for comparison. Nancy Devine suggested there be some information about how these cuts might affect those departments that are being reviewed for accreditation, and several members said they would send Sandra the self-evaluation document for their departments accreditation review.

2. Revision of the By-Laws

Linda Leeuwrik revised the by-laws with the current template required by Faculty Senate, and they were distributed via e-mail to the members. Several changes, as required by Faculty Senate were discussed, such as the recall procedure and attendance requirements. In addition, the colleges nominate and elect their representatives, the Faculty Senate approves them, and then the ULC can meet. There are several colleges that do this less promptly than others, so it is important for the membership to be chosen in the spring so the ULC can get started with the first meeting of the session in September. Also, Faculty Senate can over-ride the by-laws, and has limited the terms a person can serve to two consecutive three-year terms; a year break must be taken before returning to the ULC. Currently, Vitit Kantabutra is serving his third term, although he should be able to finish serving his term. The other main adjustment is that the membership is listed by college, and specifies representation from the different program areas.

Kathleen called for a vote on the by-laws, and Andrew mentioned that the by-laws cannot be voted on in the same meeting the changes were presented. Kathleen suggested a vote by e-mail, to take place next week* and presented to Curriculum Council on Thursday.

3. Library Course

Sandra reported that the General Education requirements under review include information literacy requirement, and three library faculty have been included in discussions to offer an eight-week one credit course through the ACAD programs, which includes First Year Seminar, College Learning Strategies, among others. They are also looking at a template to present to faculty about information literacy instruction and the elements to be included. Linda has additional information from Ken Trimmer, chair of the committee reviewing the General Education requirements, which have been shared with library faculty working on this project.

Due to time constraints, no other business was discussed. The meeting closed at 4:54pm.

*The vote on the by-laws was conducted via e-mail on Monday, January 24 and January 25, with 13 responses, with no dissensions. The vote to approve the by-laws will be presented to Curriculum Council on January 27, 2011.

Submitted,
Catherine Gray
University Library Center Librarian

ACAD 1199: Information Research (1 credit)

Course is designed to fulfill the proposed NEW General Education objective:

“Locate relevant sources and use them critically and responsibly.”

Ever wanted a class that would help you conduct better research and find credible sources for your research projects? This course is designed to help you develop life-long strategies for recognizing when you need information, locating it, evaluating it, and using it effectively and ethically. Come explore a variety of tools and formats in order to find sources worth using and citing in support of your academic projects. You'll learn how to create an annotated bibliography.

This one-credit class begins in the Fall on Oct. 17 and runs for eight weeks.

Must have computer account.



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Questions?
Contact Spencer Jardine
(208) 282-5609
jardspen@isu.edu

This class is currently available in
the Fall 2011 class schedule.
Register in Bengalweb today.

Class details:
Oct. 17—Dec. 16
Fall 2011
TR 3:00-3:50
REND 213

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Discipline	Average Journal Cost (2010)
Biology	\$1,838
Chemistry	\$3,449
Computer Science	\$1,483
Engineering	\$ 1,578
English	\$259
Ethnographic Video Online	\$1,971
Health Sciences	\$1,154
History	\$311
Mathematics	\$1,483

Gifts to support the partial or shared adoption of a journal would also be put to productive use. Your contribution to education may be eligible for a tax deduction or credit. For more information about Adopt-a-Journal, contact the Library Dean's office at (208) 282-2997 or rothsusa@isu.edu.