

University Library Committee

Minutes, Friday, November 2, 2012

The meeting was called to order by Sandra Shropshire. Others in attendance were Kate Christiaens, Elizabeth Damstrom, Todd Davis, Debra Easterly, Marjanna Hulet, Taylor Jensen Vitit Kantabutra, Regina Koury, Patrice Pratoomratana, Jean Thomas. Neil Tocher (Chair), Martine Beachboard, Stephanie Christelow, Kevin Cleveland, Josephine Garibaldi, Melissa Norton were excused due to a variety of reasons.

Minutes from April 21, 2012 were approved.

BUSINESS:

1. Member replacements: Shropshire welcomed new members:

Marjanna Hulet (Staff Council) – returning for second term

Jean Thomas (College of Education, Education Leadership) – returning for second term

Kate Christiaens, Graduate Representative, Audiology D

Taylor Jensen, Undergraduate Representative

Patrice Pratoomratana, College of Technology, Respiratory Therapy

Stephanie Christelow (Social Sciences & Behavioral Sciences, History) previous services: 2007-2010

Melissa Norton (Humanities & Fine Arts, Philosophy)

She also talked about the ULC charge, which was to discuss and make recommendation on how to spend library indirect cost money. In the past library bought EEBO (Early English Books Online), Web of Science Art and Humanities Citation Index databases based on ULC input.

2. Indirect Cost Account and Web of Knowledge: Shropshire explained where library money comes from: state money and indirect cost (library gets 2% of 53% of indirect cost). Easterly added that indirect cost will increase in the near future. In the library's budget, half of the state money goes to salaries, travel, materials and supplies, other half to collections. All three parts of Web of Science: Science Citation Index, Social Sciences Citation Index and Arts & Humanities Citation Index. Arts & Humanities Citation Index were bought with \$70,000 from indirect cost money.

3. Allocation Project: Library receives \$2.5 million for collections annually. Portion of it is spent on the general support materials (e.g.: *Time* magazine, *Encyclopedia Britannica*) and other portion goes to subject specific (e.g. History, Biology, etc.) materials. Factors such as average journal price, number of students and faculty in the department, number of degrees awarded, etc. determines the portion of the money for subject specific collections. Review of the literature shows a lot written on the allocation topic, but nothing conclusive. The plan for the library allocation project is to spend 60% of the money on materials in support of undergraduate education and then divide the rest between the departments to cover graduate education needs. That will be done based on the number of "standards": what is required for accreditation, number of graduate faculty, journal cost, etc. A test run of allocation standard for Biology s showed 90% accuracy.

4. Staffing update: Shropshire talked about which positions have been filled:

AUL for Public Services – Jenny Semenza

Information Systems Administrator – Mike Gower

AUL for Systems – Karl Bridges

Head of Collection Management – Regina Koury

And vacancies:

Health Sciences Librarian in Meridian – Search in progress

Head of Special Collections – Beginning search process

Distance Services Librarian – IPAS submitted

Electronic Resources Librarian

Library Assistant III, Interlibrary Loan

The need to fill open positions is urgent: LLIB 1115: Information Literacy 3 credit course had been approved by Gen Ed and Curriculum Council Committees.

5. Career Path Internships: This is the first time library participated in CPI program and it had been a success. Following departments in the library used CPI students:

Special Collections – Perry Swisher Collection (Laura Gleason)

Instruction – Tutorials (Rick Richardson), Instruction (Willow Moline), Idaho History Research (Justin Vipperman)

Administration – Marketing plan (Matthew Bartosz)

Collection Management – Promotional campaigns (Onnolee Frongner)

Multimedia tutorials have been created by CPI students and posted on library page:

<http://www.isu.edu/library/research/tutorials.shtml> and YouTube ISU Libraries channel:

<http://www.youtube.com/user/TheISULibraries>

6. Dates for future meetings: Future meeting dates were confirmed, with one exception: changed January 11 to January 18 due to the beginning of the Spring 2013 semester. Will meet on Fridays, at 3:30PM, Library Conference Room 268 on the following dates:

December 7

January 18

February 8

March 1

April 6 – Saturday Retreat (9:00-Noon)

Submitted by

Regina Koury