Library Committee Meeting – 25 March 2022

Minutes recorded by Volunteer Secretary: Heather Spalding

10:00 am – Meeting begins

Present:

- Heather Spalding (Me)
- Katie Swart (Host)
- Heather Gilbert (she/her) (Co-host)
- John White
- Zeb Dingley
- Behrang Forghani
- Deborah Boyle

Katie Swart – introduction

John White

- Library renovations planned to start this summer, over the next few years
- Details of the renovations, including spaces for students to study, video facilities, expanding the circulation desk
- Card swipe in library was instituted as a security measure, and will continue
- Budget overall looks good for library and campus-wide
- New Budget Model will have needed increases to ease annual budget concerns
- Library partnering with CETL to build additional room for services

Heather Gilbert – Budget

- Review of Budget Spreadsheet (Attachment 1)
- Renegotiated Elsevier contract (big deal) – able to leverage because of COVID for inflation rate
  -1% next year to decrease annual renewal, with different amounts per year
- Did not ask for an increase in any other area, looking to add small increases in other areas, such as firm order
- Will expect to close under budget
- Firm Orders on target
- Approval Plan under budget
- DDA slightly over
• Kanopy was underspent due to manual review to reduce charges
• New Additions
  o American Energy Society
  o Post and Courier Historical Archive – will be available electronically
  o Philosopher’s Index – previously citation only
  o Ei Compendex – widely used for engineering research, on trial
  o John White – also other Dashboards available
    ▪ Collections Dashboard
    ▪ Access and Instruction Dashboards
    ▪ Useful for Library input for the creation of new curriculum

Motion to approve the budget
• Katie – move to approve the budget
• Deborah Boyle – seconds
• Approved – 6 voting to approve budget (Dean White and Ms. Gilbert did not vote)

Meeting Adjourned: 10:32 am

Attachment 1 – Budget_Report_2_FY22_FacCommonLibrary
Library Committee – Virtual Meeting
18 October 2021

Notes taken by volunteer Secretary, Heather Spalding

Present:

- Introductions of all attendees
- Katie Swart – review of objectives of the Library Committee
- John White
  - OVERVIEW: challenges of COVID in the library and need to review the budget, security needs, will automate access with a card access system
  - significantly more ebooks now than print
  - students used library as much during pandemic as non-pandemic years, except for drop in print use
  - Behrang – question about visitors
    - John White: visitors not encouraged, need an appointment, worried about a high number of students present at the same time, students like the added security measures
  - Budget – John White
    - Large part of budget is the serials prices, academic journals have ~5-7% inflation rate; hasn’t been funded consistently, thus >500K less than where we should be, and does not include new needs
    - Emphasis of this committee is to figure out where to cut, typically emphasize protecting academic journals
    - Fully funded serials this year, and new collection assessment that approves new resources is now established to fund new programs. For example, new engineering program
  - Heather Gilbert – explanation of budget report
    - No cuts in firm order budgets
    - Turned off auto shipping for baseline scholarship, now selecting material
    - DDA – vast majority of ebooks, provides access and only paying for content clicked, kept this amount flat
• Kanopy PDA (Patron Driven Access)– Kanopy, only pay for video when viewed, have been negotiating to keep growth down, dedicate $80,000 to this
• New and One Time: Perpetual Costs – one time fee, not currently funded
• Serials – highest raise, includes Engineering
• John White – not funding inflation is actually a cut to resources used by faculty and student, can’t cut print any more
• Added IEEEExplorer added for Engineering, access to some Atlantic Magazine and Life Magazine archive, Wall Street Journal database access
• John White – Heather G. good at projecting future needs (very complicated, especially with on-demand resources), IEEEExplorer first major resource added in a decade, so good news to start new Engineering Program with the necessary support
• Jessica M – requested that the committee gets access to a copy of the budget to review and reference
• John White – library budget operates on a 3 year cycle due to committed subscriptions, which are typically 3 years in duration, or changes in use (faculty using resource goes on sabbatical or when classes were offered)
• Can use Material to Request Form to use when using specific electronic resources to ensure it’s not dropped or discontinued

  o Katie Swart – next meeting in March/April