

LIBRARY ADVISORY COMMITTEE MEETING
Weinberg Memorial Library
Friday, October 22, 2021

The meeting came to order at 11:33 a.m., via Zoom Conference Meeting by Dr. Marian Farrell.

Present: Prof. George Aulisio, Prof. Kelly Banyas, Dr. Lori Bruch, Dr. Marzia Caporale, Prof. Marleen Cloutier, Dr. Tracey Collins, Dr. Marian Farrell, Ms. Sharon Finnerty, Dr. Teri Freeman-Smith, Dr. Christopher Fremaux, Mr. Eugeniu Grigorescu, Prof. Michael Knies, Dr. Michael Landram, Ms. Jean Lenville, Dr. Wendy Mannetti, Dr. Bonnie Markowski, Dr. William Miller, Prof. Linda Mlodzienski, Prof. Ian O'Hara, Prof. Sylvia Orner, Dr. Kim Pavlick, Prof. Sheli Pratt-McHugh, Ms. Katie Villegas-saenz, Dr. Ben Willis, Prof. Donna Witek, and Dr. John Zych.

Unable to Attend: Dr. Yaodong Bi, Dr. Deborah Budash, Dr. Bryan Crable, Dr. Darryl DeMarzio, Dr. Josephine Dunn, Prof. Colleen Farry, Dr. Michael Fennie, Dr. Jakub Jasinski, Dr. Barry Kuhle, Dr. Andrew Lazella, Dr. Nathan Lefler, Dr. Yibai Li, Dr. Bob McCloskey, Dr. Jaime Meilán del Río, Dr. Masood Otarod, Dr. William Parente, Dr. Christos Pargianas, Ms. Vrutti Patel, Dr. Adam Pratt, Dr. Robert Shaffern, Atty. Jason Shrive, and Dr. Argyrios Varonides.

Dr. Bruch motioned to approve the minutes, seconded by Prof. Witek. The minutes were accepted as written.

DEAN'S REPORT – Interim Dean George Aulisio

1. Budget FY 21-22

Interim Dean Aulisio reported that the Library has a 3% budget cut to our 710 lines (\$60,000), which are our resources allocations. We cut Art Full Text, Humanities Source, Philosopher's Index, Social Science Full Text, Value Line Online, and Dunn & Bradstreets Key Business Ratio out of the Library's general allocations, not department funds. They were offered to departments but there was not enough buy-in.

Cuts to department allocations were considered but we prioritized keeping that the same for this year. Due to the money the Library has on deposit with Ebsco Host for academic departments, we used roughly \$60,000 to cover department needs.

There are concerns with our collection development model, which Prof. Orner will elaborate on in her report. The books are balanced with what is unspent by departments.

Dr. Bruch asked if departments should be more prudent in their spending. Interim Dean Aulisio said that department resource needs should be covered, but spending discretion is appreciated.

2. Security Cameras Update

Interim Dean Aulisio updated the Committee that floors 1, 2, and 3 have returned to 24-hour access. Security cameras were added to the 3rd floor. They are part of campus police's rotation.

We also added 3 cameras to the 5th floor Heritage Room due to our Special Collections exhibit.

Stairwell cameras were not added because the Library is at its limit for the Cisco platform. They have been pulling cameras from low use areas in other buildings, mostly from stairwells. Mr. Don Bergman informed Interim Dean Aulisio and Associate Dean Lenville that the security camera platform will move to another platform in the next year or two, so all the Library's cameras will have to be replaced at that time.

Dr. Farrell asked if there were cameras on the 4th floor. Interim Dean Aulisio said that because the 4th floor is not 24 hours cameras have not been currently considered.

3. Leaves of Class Friends Fundraiser

The Friends of the Library reinstated the Ann Moskovitz Leaves of Class fundraiser. The format was scaled back and changed to a quarterly drawing. The prizes are approximately \$1700 for each season. They will be mailed in mid-November. Funds raised are used to buy books for the collection every year, as well as gifts towards purchasing furniture and other items for the building.

You can purchase tickets at www.scranton.edu/leaves. Digital promotion will go out as well.

Prof. Pratt-McHugh added that each entry is 4 chances to win. Dr. Bruch also said they make nice gifts for department secretaries.

4. Digital Services / Schemel / Mission Reflection Departmental Moves

In January, during Intersession, Digital Services is moving to the Mission Reflection Room, and Dr. Homer's office which is located next to that room on the 4th floor. Because they have many collaborations with Special Collections it makes sense that they are on the 4th floor as well so that resources are more easily shared.

The collection that is housed in the Mission Reflection will move to another room on the 4th floor.

Mrs. Alicen Morrison and Mrs. Sondra Myers, our Schemel Forum staff members, will move into the former Digital Services offices.

5. Unfilled Positions in the Library

Currently the Library has 6 unfilled positions. The Assistant Dean position is unfilled. Circulation has two part-time positions currently unfilled. Media has 1 position, but a search is underway. Once that position is filled they can return to their regular hours. Special and Digital Collections has an unfilled position, as well as Technical Services.

From 2019 we are down 3 full time lines and 4 part-time lines. Some of the positions will likely not be filled. We are currently looking at different ways to support various services and departments. An example is that after 5:00 p.m. the R&I evening librarian moves to the Circulation Desk so both desks are consolidated, which allows for continuity of service.

Dr. Farrell said that the salary and the hours of operation of different areas impacts on the ability to either hire or maintain different positions. Interim Dean Aulisio replied that most applicants are interested in full time positions with benefits and higher wages so there is a lot of movement within the Library staff. Because we are open until 11:30 p.m. makes it difficult to keep people in those positions. Cutting back Library services hours from 11:30 p.m. to 10 p.m. are being discussed. Student Government is considering the proposal and it was also mentioned to Dr. Jeff Gingerich. The 24-hour chat service will still be in effect after 10:00 p.m.

6. 2nd Floor Renovation Update

Interim Dean Aulisio shared the Library blog post pertaining the 2nd floor renovations. The Friends of the Library gave a \$100,000 gift, which helped to make significant improvements. The top of the grand staircase furniture was replaced. The computer lab was updated with new furniture, desk tops with new technology, and a chandelier. The printers were relocated to a less prominent location.

Lastly, the old Interlibrary Loan Office was turned into a collaborative teaching space to be used for small group information literacy instruction, research consultations, and Library meetings.

There is new carpeting throughout the areas.

We hope to renovate the rest of the floor in the future.

OTHER REPORTS:

1. Collection Development Discussion – Prof. Sylvia Orner

Prof. Orner reported that in considering recent budget cuts it's becoming clear that the current collection development model might not be sustainable because the Library uses its general fund to do purchasing of the large interdisciplinary databases. The Library can't keep taking the cuts to its general fund and additionally, with the departmental allocations, given the average cost of inflation it's becoming equally untenable for the departments to support all the electronic resources and journals that they need with their current allocations. If cuts continue or there is level funding over the next five years there is going to be more than a few departments that won't be able to sustain their current subscriptions on their allocations.

A small subcommittee will be formed to explore ways to make the collection development model more sustainable and equitable in the future. A call for volunteers was initiated. If interested please notify Prof. Orner or Interim Dean Aulisio.

Interim Dean Aulisio added that when the Library had its external review a few years back and the examiner reported that our model was outdated and thought that we needed to develop a new model. We are not optimized for the market. The large interdisciplinary packages cost \$10,000 or over that no single department could sustain.

Dr. Farrell asked if the report can be shared as a foundation to the subcommittee discussion. Interim Dean Aulisio said that it can be shared. Dr. Farrell volunteered to help on the subcommittee.

2. The Weinberg Library's Tactical Plan – Ms. Jean Lenville
Assoc. Dean Lenville shared the Planning Documents that are located at <https://www.scranton.edu/academics/wml/about/planning/index.shtml>
The Library has created a new Tactical Plan. If there are any questions about it, please let her know.
3. Removal of Library Gates (i.e. book alarms) – Ms. Jean Lenville
Alarms were shut off after an incident right before the pandemic when a student of color set off the alarm and felt targeted. Research at that time indicated that no materials had been recovered due to the alarm, and the alarms have been off since that time. Library faculty have decided that they should be removed. The gates will be removed when the semester ends.
4. MISO Survey Announcement – Ms. Jean Lenville
The Miso survey is scheduled for February 17-28, 2022. The survey applies to the Library and IT. The last survey was in 2018. MISO Committee members are Interim Dean Aulisio, Prof. O'Hara, Prof. Orner, Prof. Cloutier and Assoc. Dean Lenville. They reviewed the survey instrument and what is needed. They are awaiting a response. A test run is performed before it goes out to everyone.
5. Interlibrary Loan Form – Ms. Jean Lenville
Assoc. Dean Lenville shared her screen with the Committee that showed the ILL request form. She said that the fields are coming in incomplete, which will delay requests. She asks that all the required forms be filled in to streamline the process.
6. Information Literacy Program Update – Prof. Donna Witek
Prof. Witek thanked the Committee for their flexibility this semester due to the Research & Scholarly Services department having fewer full-time R&I Librarians to teach information literacy across the curriculum's varied subject areas. Many of our faculty assumed interim subject liaison responsibilities in Fall 2021. (share link: <https://www.scranton.edu/academics/wml/infolit/liaisons.shtml>)
7. Bonnie W. Oldham Library Research Prize – Prof. Donna Witek
Prof. Witek reminded the Committee members that the Prize recognizes excellence in student research projects from courses taught across all departments at the University. More details are available at www.scranton.edu/libraryresearchprize.

There are three \$500 prizes — Undergraduate Foundational: 100-level projects;
Undergraduate Upper-level: 200- to 400-level projects; Graduate level projects

She asked the Committee to promote the three prizes to students in their courses and to encourage department colleagues to do so as well. An email to all course instructors with details will go out in November.

The Application deadline for Summer or Fall 2021 projects is Monday, December 13, 2021 at 4:00 p.m., and the call for judges will happen in the spring.

8. Information Literacy Stipends – Prof. Donna Witek

Prof. Witek reported that since in Fall 2021 the Research & Scholarly Services department, which houses the subject liaison librarians, is down two people with longstanding familiarity with disciplinary cognates within the curriculum — one who left the University in August and one who assumed an administrator position — the Library faculty made the decision to pause the Information Literacy Stipends for Fall 2021. The level of collaboration between course instructors who apply for a stipend and the subject librarians who work with them is too intensive for a semester in which so much expert knowledge of the curriculum is absent from the department, and equity of access to subject expertise from a librarian cannot be guaranteed.

If anyone has any questions about the Information Literacy Stipends or the Library Research Prize, please contact her at donna.witek@scranton.edu.

9. Affordable Learning Grants and Workshop – Prof. Kelly Banyas
Prof. Banyas reported that the judging panel for the Fall 2021 Affordable Learning Implementation grants met after last April’s meeting. To recap, the Panel received five applications and awarded three grants to the following faculty:

Dr. Maureen Carroll, MATH 142 Discrete Structures
Dr. Jason Graham, MATH 204 Intro to Statistics
Dr. Anne Royer, BIOL 284 Humans and Evolution-in-action

The OER Committee would like to thank the faculty judges for their service.

The Library will once again be offering Affordable Learning Implementation Grants for classes offered in Spring 2022. Due to student support and interest from their resolution passed by the Student Senate in March 2021, there is enough funding to award up to four \$1,000 grants for full-time faculty to replace for-cost course materials with open resources or appropriately licensed (DRM-free) Library materials. If you are interested in applying, please reach out to your department’s subject librarian or a member of the OER Committee (Prof. Banyas, Prof. Cloutier, Prof. Pratt-McHugh, or Prof. Orner.) If you are interested in using a resource that is not open and the Library does not own, there is some funding to purchase Library materials for successful applications (up to \$200 per application). This will depend on if the resource is available to purchase and, if electronic, the limits on the license (i.e. if it’s DRM-free), so you can reach out to Prof. Orner (sylvia.ornor@scranton.edu) to check a resource’s availability. An email with all the details was sent to full-time faculty on September 20th and the link to the web page for the grants [Link to Library page for Affordable Learning Implementation Grants is https://www.scranton.edu/academics/wml/infolit/oer-grants.shtml](https://www.scranton.edu/academics/wml/infolit/oer-grants.shtml) [Link to trial database](#)
[CloudSource OA: https://csclient2.ent.sirsi.net/client/en_US/scranton/](https://csclient2.ent.sirsi.net/client/en_US/scranton/)

The deadline for applications is November 19th.

Prof. Banyas announced a call for faculty volunteers for the judging panel to award the Affordable Learning Grants. The Panel should have representation from all colleges. The link to volunteer is: <https://forms.office.com/r/QZaAMyJnKW>

Since there is no Information Literacy Stipend judging panel, this is a great opportunity for service that has a low time commitment. The AL applications are straightforward, and the

judging panel has typically taken less than an hour and members of the OER Committee are available at the meeting to answer any questions.

There is also an informational session during Open Access Week to discuss the grants and open educational resources/affordable learning materials on Wednesday, October 27th, from 11 am – noon. There will be a demo on how to use the trial database, CloudSource OA, which Prof. Cloutier demonstrated to the Committee.

The Zoom link for the October 27th Affordable Learning Discussion is 11:00 a.m. – noon is: <https://scranton.zoom.us/j/94711023922?pwd=eW0xQWgwdEZDMHY1LzdMbUk4Q25XZz09>

10. Dean Search Update – Dr. Marian Farrell

Dr. Farrell updated the Committee that the Hyatt-Fennell Search firm has been hired. There were many search firms that were not available due to other contracts.

Dr. Gingerich, Ms. Patti Tetrault, Dr. Susan Bowen, and Cheryl Hyatt will meet in early November. Once that meeting occurs more regular meetings will be scheduled between the search firm and the Committee.

Prof. Pratt-McHugh added that the ad is posted and there is a small pool of candidates. The Committee is waiting on the search firm to begin evaluating.

Dr. Gingerich is optimistic about a rolling start date for the selected candidate. They could be anywhere between January and July, 2022.

NEW BUSINESS:

There was no new business discussed.

Dr. Pavlick brought a motion to adjourn. Dr. Farrell thanked everyone for their attendance.

The meeting adjourned at 12:30 p.m.

- Respectfully submitted by Kym Balthazar Fetsko