

## Library Advisory Committee Meeting Minutes December 9, 2013

Present: Dr. Scott Breloff, Dr. Lori Bruch, Dr. Tracey Collins, Dr. Carol A. Cote', Dr. Marian L. Farrell, Chair, Mrs. Sharon A. Finnerty, Prof. David Freidrichs, Dr. Darla Germeroth, Dr. Mary Goldschmidt, Mr. Eugeniu Grigorescu, Prof. Michael Knies, Dean Charles Kratz, Dr. Erica Lasek-Nesselquist, Dr. Andrew LaZella, Assistant Dean Jean Lenville, Dr. Bob McCloskey, Prof. Sheli McHugh, Prof. Betsey Moylan, Prof. Bonnie W. Oldham, Dr. Bill Parente, Dr. Christos Pargianas, Dr. Adam Pratt, Associate Dean Bonnie Strohl, Prof. Narda Tafuri, Dr. Ben Willis, Prof. Donna Witek, Prof. Kristen Yarmey, and Dr. John M. Zych. Unable to attend: Ms. Taryn Anthony, Prof. Mr. George Aulizio, Dr. Michael W. Fennie, Dr. Teresa Grettano, Dr. Barry X. Kuhle, Dr. David Salerno, Dr. Yamile Silvia, and Dr. Maria Squire.

The meeting came to order at 12:05 p.m. Ms. Strohl said there was a correction to the minutes: In the sentence: Dean Kratz said that anything that effects accreditation would be maintained, effects should be affects. On a motion by Dr. Breloff, seconded by Prof. Moylan, the minutes were approved with this correction.

Dean Kratz introduced Dr. Goldschmidt and showed her Faculty Development, CTLE page.

At the last Library Advisory Committee Meeting, Dean Kratz said that the Library was planning for a \$50,000 cut to its budget. The cut will be realized by examining usage statistics for a databases and cutting those with low use. The Provost informed the Deans that it will be necessary to cut 3% from their budgets. An additional \$35,000 needs to be cut which requires taking back funds from those allocated to departments. Library faculty are looking at various options on how to accomplish this equitably. The Library will contact departments who will need to make decisions based on reduced funding early in the process. Dean Kratz asked for volunteers for a Library Allocation Subcommittee, hopefully including one from each college. The following Committee Members volunteered: Narda Tafuri, Betsey Moylan, Adam Pratt, Erica Lasek-Nesselquist, Scott Breloff, Tracy Collins, Marian Farrell and Bonnie Strohl. Since 1991, there had only been one attempt at revising the allocation formula by weighting for graduate students. Revision of the formula should take new programs and graduate programs into account. Librarians will research other models for allocation for funds. The committee will meet during the Spring 2014 semester and make recommendations to the Library Advisory Committee.

The Committee endorsed lending media to students for another semester. Mrs. Finnerty will report on the results of this program at the May meeting. No one present reported any problems as a result of materials being out on loan. Faculty who do not want an item to circulate may place that item on reserve.

Prof. Yarmey reported on the WML + 10 planning efforts. The Library's 20<sup>th</sup> Anniversary is an opportune time to look forward to the next 10 years. Dr. Farrell suggested that the Library Advisory undertake this process. There were two separate groups, one composed of Library faculty and staff and the other of members of the Library Advisory Committee. Names are listed on the documents that were sent out with the minutes of the September 27<sup>th</sup> meeting and are attached to these minutes. The Library's work underwent internal review with the Reilly

Learning Commons Committee, the Library Faculty and today with the Library Advisory Committee. The WML + 10 group undertook a SWOT analysis (strengths, weaknesses, opportunities and threats). Plans based on this analysis are ambitious but feasible. Common themes focused around: facilities; collection, resources and services; integration into the curriculum; staffing; partnerships; assessment; and funding. Key points reflect the Library's core mission implemented differently. (attach slides)

Dean Kratz reviewed the attached document from the Library Advisory WML + 10 group. (attach document)

Dr. Farrell thanked the participants from both groups. She asked that if anyone thinks of something missing from the reports, she/he send Dean Kratz or herself an email. Dean Kratz will review a combined document with Interim Provost Dr. Harrington and take the result to a Faculty Forum to get the broadest possible input to have a final document ready for the new provost. As work proceeds on facilitated discussion of the two presentations. Discussion included Old Loyola as a space for relocation of some collections or other library services. The Archives/Special Collection as a self-contained unit was discussed. Considerations include load-bearing capacity of the building and security for collection. Another topic was relocating some of the book collection to satellite collections which raised the questions of staffing and maintenance for access to these materials. If some of the collection were removed to remote storage, what would be the turnaround time for retrieving items? Would PALCI E-Z Borrow be just as effective? While more students are bringing their own devices, labs elsewhere on campus are likely to decrease with the result that it is unlikely that computer labs in the Library will decrease. Could the information literacy labs be relocated to create space to bring the CTLE to the third floor? Others felt the CTLE should be on the 1<sup>st</sup> or 2<sup>nd</sup> floor. Opening the 1<sup>st</sup> and 2<sup>nd</sup> floor for 24 hour access would not be difficult and library faculty present felt that this was a worthwhile tradeoff for the Reference collection of costly books not be secured.

Current statistics on Library holdings and circulation indicate the electronic books circulate more heavily than the print collection. This data is generated by the Library's Innovative system each May and reported for the Fact Book.

	Holdings	Circulation
Books	324,466	67,885
Electronic books	165,969	97,477

Weeding the collection of duplicate copies, titles available in electronic format and outdated materials would create space. There are bound volumes of journals in the basement that faculty wanted to keep. Statistics indicate that these are retrieved primarily for interlibrary loan. Judaic Studies has funded additional shelving for the 5<sup>th</sup> floor. There was discussion about switch to the e-version of materials as a policy decision.

Prof. Oldham noted that there has been a paradigm shift from libraries as repositories to spaces for the creation of knowledge. A Subcommittee will look at buildings that are available on campus for possible expansion of the library space. Carol Cote, Ben Willis, Michael Knies, Marian Farrell, and Bonnie Strohl volunteered for this subcommittee. Dean Kratz will invite Jim Devers to that meeting.

Prof. Yarmey asked that if anyone had anything to add, he/she send it to her to be folded into the document.

The February meeting agenda will include information on the budget and the next steps in the WML + 10 planning process.

There being no further business, with wishes for a happy holiday, the meeting adjourned at 1:00 p.m.

Respectfully submitted,  
Bonnie Strohl