PRESENT: Brandon Bohn, Ada Leung, Joan Lewis, Rick Miller, Deb Schroeder, Janet Wilke

ABSENT: Ting-Lan Chen, Mark Ellis

The meeting convened at 1:36 p.m.

Miller read the charge to the Committee:

**Article VII.J. Library Committee**

“Recommends the procedures by which funds are allocated to the colleges and advises the University administration on the formulation and implementation of Library policy.”

Miller then summarized some of the matters that this Committee has dealt with in the past.

Wilke reported that this year, for the first time, the Library had a display table at Blue and Gold Days. She said the booth was very popular, and she handed out samples of promotional items that were given out to those who visited the booth.

Bohn reported that some students have expressed an interest in having extended library hours during Finals Week. They would like to have the library stay open until 2:00 a.m., so that they have a quiet place to study. Wilke said she will need to consult with Public Safety as to what kinds of security support they might be able to provide if the library’s hours are extended. She said there would need to be at least two library staff on duty during the extended hours. The last time the Library had extended hours was eleven years ago. At that time, library staff volunteered to stay and work the extra hours.

Several questions were asked of Bohn, including whether the students want extended hours the whole week or just part of the week; whether they would consider having the Library open earlier on Sunday or later on Saturday; and whether the week before Finals Week would be a better time to do this. Bohn will check with students to see what kinds of arrangements they would prefer, and he will report back to the Committee at its next meeting.

Budget – Wilke reported that the Library’s budget for this fiscal year is very similar to what it was last year. She mentioned that she had submitted a proposal requesting priority program funds to acquire Biological Abstracts. The proposal was not funded but it did raise awareness of the need to attempt to incorporate, into future proposals from the
colleges, fund requests for the acquisition of library materials to support priority programs. She noted that the SVCAA was very supportive of the proposal.

Lewis asked when departments would be receiving their allocation notifications. Wilke stated that those letters were sent to department chairs two weeks ago. The first half of the department allocations must be encumbered by 1 December 2006, and the second half must be encumbered by 1 March 2007.

Leung asked how the Library decides which databases to acquire. Wilke responded that there is a procedure the librarians follow. They review collections, what vendors are offering, purchase and/or subscription costs, and available resources. Wilke said that if a department is interested in a particular database, they can work with their liaison librarian to investigate it. She also stated that many of the databases are paid for using Student Library Enhancement Fee money because when that fund was first established, that’s what the students wanted the Library to do with the money.

Miller then stated that the next order of business for this Committee was to elect a Chair for 2007. Joan Lewis agreed to serve as Chair for a second year and was approved by acclamation.

Wilke updated the Committee on the progress of the Search Committee for the Dean of the Library. She noted that today (10.23.06) was the closing date for receipt of applications for this position.

Wilke then stated that in a recent librarians’ meeting a question was raised regarding the possibility of having a librarian serving on the Library Committee in addition to the Dean of the Library. Miller stated that this would require a change in the bylaws. The librarians would need to describe to Faculty Senate why they want to do this. Miller described the process involved in making such a change and said that, if approved, it would not go into effect until next year at the earliest. Miller reminded everyone that this is an advisory committee, with open meetings, and we can invite people to attend the meeting as guests. He also mentioned that the Library Faculty serve as advisors to the Dean.

The next Library Committee meeting was scheduled for 3:30 p.m. on Thursday, 15 November, in the Library Conference Room.

There being no further business to discuss, Schroeder (Lewis) moved that the meeting be adjourned. The motion carried and the meeting adjourned at 2:05 p.m.

Respectfully submitted,

Colleen M. Lewis
Scribe