PRESENT: Sherry Crow, Chair; Mary Beth Ailes, Brenda Eschenbrenner, Ashton Jackson, Rick Miller, Deb Schroeder, Janet Wilke

ABSENT: Julie Flood

GUESTS: Ken Trantham, Susan Mueller

The meeting convened at 1:00 p.m.

The Charge to the Committee was sent to the Committee Members via email on 10/22/2012. At the meeting Dr. Trantham reviewed the Charge as follows:

“Article VII.J. Library Committee
Recommends the procedure by which funds are allocated to the colleges and advises the University Administration on the formulation and implementation of Library Policy.
COMPOSITION: One faculty member from and elected by each undergraduate college, the Dean of Libraries, the Chief Information Technology Officer or representative, one member selected by the Graduate Council, and one student selected by the Student Senate. Total: 8 members.”

Because not all Committee Members were able to be present at the meeting, the election of a Chair was conducted via email. Dr. Sherry Crow indicated her willingness to serve another term as Chair. There were no other nominations for the position, and Dr. Crow was declared Chair by Dr. Trantham via email on 10/26/2012.

Having discharged his duties with the Committee, Dr. Trantham excused himself from the remainder of the meeting.

Library’s Federal Documents Depository 50th Anniversary – Crow congratulated the Library on celebrating 50 years as a Federal Documents Depository. Wilke provided a brief history that included when the designation was established, the purpose of the Federal Documents Depository, and how service to the citizens of the Third District has grown and changed. Chancellor Kristensen, Vice Chancellor Bicak, and Senator Hadley all spoke during the presentation. In addition, three former Government Documents Librarians were on hand for the celebration: Sharon Mason, Jim Rowling, and Diana Keith, as well as the current Government Documents Librarian, Rochelle Krueger. A commemorative plaque was sent to the Library by the Government Printing Office and will be placed on display in the Government Documents area of the Library.
NLA/NSLA/MPLA TriConference – Crow noted the participation of several Librarians at the recent Nebraska Library Association/Nebraska School Library Association/Mountain Plains Library Association TriConference, held at the LaVista Conference Center earlier this month. Crow described the NSLA section of the conference, as well as the Mad Hatter Award (sponsored by the School, Children’s and Young People’s Section [SCYP] of NLA). She serves on the Mad Hatter Committee and noted that Jennifer Harvey, Curriculum Librarian, participated with her in the selection of the Mad Hatter Award recipient, and also in the Mad Hatter skit given during the Mad Hatter Award Luncheon. Wilke reported that Jon Ritterbush, Electronic Resources/Serials Librarian, was elected Vice Chair/Chair Elect of the College & University Section of the Nebraska Library Association. Ritterbush and Crow also gave presentations at the TriConference. Susan Mueller, Coordinator of Collection Services, described the MPLA section of the conference. Wilke announced that the 2013 Conference will be held in Kearney.

Overview of Collection Development-Academic Departments – Wilke introduced Susan Mueller, Coordinator of Collection Services and chair of the Library’s Collection Development Committee, which has prepared a Collection Development Policy. Mueller distributed copies of the policy to Committee Members and described its purpose. The policy contains guidelines for evaluating various types of resources being considered as additions to the Library’s collections. The initial draft policy was reviewed by the Librarians who advised on changes and revisions where needed. Mueller described some of the issues that are encountered when new materials are being considered and stated that this policy is a valuable document within the Library.

Mueller then described the library resources allocation survey that was recently distributed to Academic Departments. She explained that it will be helpful to know how departments are using their allocations, how they choose resources, who approves the selections, whether the Library is meeting the departments’ needs, etc. She provided a brief report on some of the responses that were received. One of the questions that have emerged is: does the Library need to change the way that allocations are distributed, used, and/or restricted? The current allocation formula and other processes have not changed for a number of years.

Mueller described the approval plan system that is used by some academic institutions as one way of allocating funds and building collections. Miller described the library grant program that was in place for several years.

Wilke encouraged Committee Members to review the Collection Development Policy. If they have any questions, comments, or concerns, she asked them to bring those to the next Library Committee meeting for discussion.

Miller suggested reviewing usage data for Academic Departments to see if there is a correlation between that and how the departments’ book allocations are being spent. Mueller described methods the Library has of tracking books that were removed from shelves but not checked out. Crow asked if electronic media usage could also be tracked. Mueller responded that this varies
by database; some of them count sessions, some count number of downloads, number of clicks, etc. She noted that there is an organization working on standardizing these kinds of data so that everything is counted in the same way regardless of database.

Wilke noted that the Collection Development Policy has a section regarding publications that are only available in print format. She briefly described the criteria for retaining the print format of a journal that is available electronically. Mueller noted that databases are very expensive and the Library’s control over content is limited. For example, a given package might contain only ten titles that the Library needs, but if they are part of a bundle of 100 titles, we must pay for the entire bundle. Mueller observed that one area that is not as well represented in our collection, and which will need to be looked at carefully in the future, is Health Sciences.

There being no further business to discuss, the meeting adjourned at 2:48 p.m.

Respectfully submitted,

Colleen M. Lewis
Scribe