Approved Minutes of the Library and Learning Resources Committee (LLRC) Meeting
May 13, 2009 / Room 204, Curtis Laws Wilson Library

Agenda

I.   Call to Order, Roll, and Approval of Minutes
II.   TelePresence tele-conferencing room
III.   Budget cuts
IV.   2009-2014 Strategic Plan for the Library
V.   2009-2010 Tactical Plan for the Library
VI.   Annual Faculty Senate Report
VII.   Items from the Floor
VIII.   Review Action Items
IX.   Adjourn

I.   Call to Order, Roll, and Approval of Minutes
        The meeting was called to order by Daniel Tauritz at 3:00 pm.
Present: Daniel Tauritz (LLRC Chair); Daniel Forciniti; Jacqueline Bichsel; Waleed Al-Assadi; Charles Chusuei; Neelanjana Dutta (Alternate Representative from Council of Graduate Students); Dianna Meyers (Alternate Representative from Student Council), Maggie Trish (Assistant Library Director for Technical Services), Andy Stewart (Library Director)

Absent: Xuerong Wen, Julia Medvedeva, Ed Malone

Minutes of the November 7, 2008 meeting were approved, including e-mail votes from those unable to attend.

Daniel reviewed action items from the November meeting, identifying a number of unresolved issues. He also stated that he believes the overall goal of the LLRC is to determine the high level needs of the Library and advocate accordingly with the Administration for budget and/or allocation changes. He then asked those present to identify their and their department's unmet library needs.

   A. Jacqueline Bichsel inquired about more (and newer) instructional video materials. As faculty are asked to move away from lecture-only presentations, CD or DVD material becomes more valuable. Her library liaison incorrectly suggested that these purchases are "unlikely," but in general, the Library strives to support requests like these (realizing they can be pricey).
   B. Dianna Myers asked about the Library remaining open 24 hours per day and no-cost copiers (or more scanners). The second request led to a discussion of a stand-up scanning unit with e-mail capability. The research would involve IT and the Library can investigate this as an option. This would align with the campus' green initiatives.
   C. Daniel Tauritz mentioned that at the last Computer Science faculty meeting there was agreement on needing increased electronic journal access at the expense of phasing

out print journals and reducing the department's monograph budget. In particular there was a unanimous request for adding Springer's Lecture Notes in Computer Science (LNCS) to the Library's existing collection of electronic journals in the computing fields of which the ACM and IEEE Digital Libraries currently are the cornerstone. The Library is aware of this request, but has not been able to afford it yet. This is an example of how different departments have widely varying information and library resource wants and needs: some departments need more journals, others are more book-intensive. The Library strives to provide equitable coverage for all departments, despite the difficulty of defining "fair."

D. Neelanjana Dutta asked about having the Library open 24 hours per day, providing more group study rooms, and offering more course reserve items, especially textbooks. The Library was asked if it could provide a "donation-acceptance" system for previously-used textbooks. Library will investigate this option (also mentioned in November 2008 minutes).

II.   TelePresence tele-conferencing room

The TelePresence Room is under construction (scheduled for completion in July 2009). Ellis Library (Columbia) will house the sister unit; these rooms will not be in the libraries at UM--Kansas City or UM--St. Louis.

III.   Budget cuts

This agenda item arose as the Library has been preparing (since late 2008) for potential budget cuts based on Missouri's state budget uncertainties.

A. Maggie Trish introduced this topic by describing three general types of library acquisitions expenditures: (1)   Books, Standing Orders, other Firm Orders; (2)   Journals and Databases; (3) Services related to processing (OCLC for cataloging and interlibrary loan and the SFX link resolver (directly connecting indexing databases with the full text sources the Library pays for)). Maggie and her Technical Services team have done a <u>tremendous</u> job of compiling three-year usage statistics (as well as estimated Cost Per Use data) for both print journals and electronic (full-text) databases. The Library has been capturing usage data since 2005 and can now begin to use it to make data-driven decisions about journal/database subscription renewals.

1. Possible 3% Cut: There are 15 journals (Total cost ~$28,000) which have had either no usage (over a three-year span) or the cost/use is greater than $1,000 per use.

2. Possible 5% Cut: The criteria for the 5% and 10% cuts is simply highest 3 year cost-per-use goes first until we hit the amount of money we need to cut.

3. Possible 10% Cut: At this level, vanity journals ("I am on the editorial board," or "I publish in this journal") become luxuries the campus can no longer afford (especially when little or no usage is shown). When there is "dead wood" in the face of additional journals which are desired, the Library feels it MUST base decisions on usage data.

More generally, the Library remains responsive to ILL requests, and can use that data as "requests" for added journals, which it has done in previous years. Adding journals in response to this type of demand also (slightly) reduces the Interlibrary Loan Department workload, in addition to cutting ongoing copyright and royalty costs.

B. In addition, the "sponsorship" of two electronic resources has changed. The IT Department formerly paid the full cost of Safari Books; in 2010, they will pay for half the cost. There was also a corporate sponsor for the Society of Petroleum Engineers database (which gets relatively heavy use), but they can no longer support this purchase. The department is looking for another sponsor, but if the Library has to pick it up, the total impact of these two changes will be around $15,000.

The Library is pruning some less-used databases to make up the difference in cost. These are: (a) Give up one 24-hour "seat" to SciFinder Scholar; (b) Cancel IRIS (a grant-finding resource). If necessary, the Library will cancel ProQuest Psychology Journals. Jacqueline reported that this has been discussed in her department—only one faculty member prefers the ProQuest resource.

C. Wiley has recently acquired Blackwell (S&T has electronic journals from both publishers). The campus has been getting the Wiley journals through the Greater Western Library Alliance (GWLA). Wiley is playing "hardball" and may change the contract. We might end up with a substantially different set of Wiley titles (either one subset of the whole Wiley portfolio or simply purchase individual Wiley titles (based on use/demand).

D. Some journals/databases are cancellable and some are not (due to the Elsevier package deal (for example) or multiple-year subscriptions or other considerations). The impact of having non-cancellable titles (no matter what percentage cut is being considered) is a higher than proportional cut on the "cancellable" titles.)

Daniel Forciniti asked if smaller departments are at a disadvantage when the Library is using "use" (or Cost per Use) as a primary decision criteria.

Daniel Tauritz asked that all departments be invited to review the list of journals which have shown no use for the past three years. The Library will provide an "appeal" process (to be conducted during Fall 2009). Maggie will draft an e-mail to this effect; Daniel will review it and share it with the LLRC prior to sending it out.

Daniel Tauritz inquired about the possibility of replacing our existing "fair" monograph formula with an estimate of each department's actual/stated monograph needs. The Library uses the current formula as a guideline in trying to provide "equitable" monograph coverage for all departments.

E. Maggie also pointed out that the purchase of standing orders (some conference publication series and annual publications, for example) also has an effect on the amount available for monograph or other firm order purchases. (In the library's fiscal year cycle, journals are generally paid for first and the remainder becomes available for standing orders

or firm orders.) She also pointed out that "fairness" is a difficult goal to reach in allocating the acquisitions budget to departments. The Library has never said, "Here is your money," although the liaison librarians rely heavily on faculty book requests and other input.

F. Beginning an annual process to determine academic departmental journal needs might be valuable. The steps would be: (a) Create a list of journals by discipline, including usage data; (b) identify journals which are likely to be cancelled (either low use or reduced departmental demand); (c) Identify additional journals as a "Want list". Jacqueline suggested this was more a matter of regular pruning, not cutting. Library staff also knows that some of the journals that are "cut," remain available to students and other researchers because they are included in database aggregators.

G. Moved by Jacqueline Bichsel; Seconded by Charles Chusuei to prepare a letter for all departments. Daniel Tauritz and Maggie Trish will collaborate on the draft, which will then be circulated by e-mail to other LLRC members. Approved.

IV.   2009-2014 Strategic Plan for the Library

LLRC will re-visit, perhaps modify, and approve this during Fall Semester 2009.

V.   2009-2010 Tactical Plan for the Library

Following approval in Fall 2009, the LLRC will discuss the elements of a yearly tactical plan for the Library.

VI.   Annual Faculty Senate Report

Traditionally, these are asked about early in the fall semester. Daniel Tauritz will begin drafting this report during the summer in consultation with Andy and circulate via e-mail to the other LLRC members before submitting to the Faculty Senate.

VII.   Items from the Floor

A. Andy reported that the Library is in the early stages of a much-improved working relationship with University Advancement. Trish Sowers has taken a strong interest in working with the Library and has attended a library fund raising conference, which fueled her enthusiasm.

B. The current Library Administrative Assistant will retire this month. Search for a replacement is underway.

C. Scholars' Mine has passed 5,500 items (in slightly more than a year) and has the basic workflows in place for continuation. The Library will begin looking at adding campus technical reports, patents, as well as continuing to scan older theses and add new theses into The 'Mine. Unfortunately, Amanda Piegza, the current Mine staffer, has taken another position in Indiana and will leave the Library in early June.

D. Daniel T. wondered if The 'Mine could be the "publisher" of departmental technical reports, including assigning report numbers to these contributions. It seems relatively easy to do; Library staff will consider this.

E. Daniel T. suggested that the library annually organize a meeting of all the liaison librarians and all the departmental library liaisons to establish best practices and improve communication channels. The Library should prepare a FAQ for departmental liaisons.

F. Daniel T. will ask about having some time at a Faculty Senate meeting during Fall 2009 to comment on the LLRC's Annual Faculty Senate Report (see item VI).

VIII. Review Action Items

A. Library personnel will investigate "walk up scanning machines" as more green, more innovative replacements for copy machines

B. Maggie Trish and Daniel Tauritz will prepare a draft letter to department chairs for LLRC comment. This letter will explain the concept of low-use journals, cost per use, and the use of this criterion to make journal de-selection decisions.

C. Move Strategic Plan and Tactical Plan to Old Business for next academic year.

IX. Adjourn

The meeting was adjourned at 5:40 p.m. Thanks to all LLRC members who could attend.

Respectfully submitted,

Daniel Tauritz, LLRC Chair
Andy Stewart, Library Director and Recorder