

Meeting:	<b>Faculty Senate Library Committee</b>			
Date/time:	Thursday, November 07, 2013		1:00 PM	
Attendees:	Michele Reid Alissa Kuntz Kim Owens Lisa Eggebraaten Jenny Grasto	Limin Zhang Xuefeng Chu Kenton Rodgers Megan Browndorf	Nicole German Margaret Mackowitz Bernhardt Saini-Eidukat Nicole Mattson	Brandon Marbeck Josh Zetocha Carolyn Harvey Chris Martin
Not Present:	Senay Simsek, Chris Kasper, John Cox			
Note taker:	Robin Hellman			

**AGENDA:**

- Introductions
- Budget
- Current Activities
- Projects
- Next Meeting Date

**AGENDA ITEM: INTRODUCTIONS**

Michele welcomed all committee members to the meeting. Introductions of committee members and librarians were made.

**AGENDA ITEM: BUDGET OVERVIEW**

Alissa gave an overview of the FY14 budget to the committee. Appropriated dollars of approximately \$2,108,081.00, student library fees of \$1, 030,757.10, supplemental funding (including DCE monies & fines and fees) of \$247,797.91, and \$54,195.00 in DF Funding (made up of restricted and unrestricted endowments) create a library budget of \$3,440,831.01. It was noted that the increase in student library fees has had a great impact in the Libraries budget this year; making up 30% of the overall budget. 100% of student library fees goes towards material purchases. The libraries are looking at spending almost 3.2 million on materials alone with approximately \$273,705 going towards operating expenses. Committee members received a listing of online resources that have been approved for order as well as a short-list of titles that have already been ordered. Michele informed committee members that the selected resources were developed from a gap analysis of peer institutions as well as UND. The librarians also solicited suggestions from their respective faculty. Although the Libraries have noted an increase in funding this fiscal year, expenditures continue to far outweigh appropriated funding as they have for the past few years.

Kent Rodgers inquired if any of the monies used for materials purchases came from equity funding? Michele stated the Libraries received an equity infusion of \$75,000 which was spent on resources listed on the sheet distributed to committee members. Michele gave the committee the history of the Libraries proposal for \$750,000 that was submitted by the Dean's Council as one of five overarching initiatives, which resulted in the Provost's providing an equity infusion of \$75K. She thanks the committee members for their work in helping us obtain this funding. Michele also asked committee members to advocate once again should another academic roadmap opportunity become available. Michele noted that NDSU Libraries are last in terms of materials budget when compared with our peer institutions and UND. Nicole inquired if it was thought that the increase in Student Library Fees had an impact on the amount of equity monies received and Michele reported she did not believe that was the case.

**AGENDA ITEM: CURRENT ACTIVITIES**

- Michele reported the Libraries teamed with Ex Libris in implementing a unified cloud based system that allows searching for all items from a single Herd Search box. This includes print as well as electronic materials. NDSU was the early adopter for ND. The librarians have been working on enhancing their tutorials for the system. This system resulted in significant cost savings.
- Lisa, Carolyn, and Nicole discussed their charge of updating and revising the Libraries collection development policy. It is an overarching goal to better communicate our policies to constituents. This project is a priority this year as the Libraries are in a better financial position to purchase materials. If anyone has an interest in providing input, please contact Nicole Mason, Lisa Eggebraaten, Carolyn Harvey or Michele.

- Michele informed the committee that the Libraries are very short staffed at the current time. There are four searches going on at this time due in part to a cluster of retirements. Michele asked if anyone was interested in participating in the search committees as an outside representative, to please contact her.
- Michele reported congratulations were in order for librarians who were involved in working on and receiving two impact grants. Chris Martin and Beth Twomey together with Melissa Stoltz from IT received \$50,000 for wireless screen technologies and flat screens to be installed in the Libraries study rooms. Megan Browndorf and Carolyn Harvey together with Ben Bernard in Architecture, received \$47,000 to set up a 3D printer in main library.
- Many facility improvements and upgrades have been completed or are in process. Barry Hall was renovated with new seating and furniture. This renovation was funded with \$50,000 from the Provost's Office. The Archives will be moving to the Libraries storage facility on 7<sup>th</sup> Avenue North. The Archives are currently closed and staff are packing in preparation for the move which should take place in December. The Health Sciences Library branch currently located in Sudro Hall will be temporarily moved into the Annex to make room for the nursing simulator. Michele is in the planning process with Dean Chuck Peterson to develop a plan for the new Health Sciences Library to be included in the Sudro addition.
- Library staff had a picnic with President Bresciani on July 23 as the result of taking first place in the Power of One Campaign.
- The Libraries continue with the monthly speaker and writer series and if anyone is interested in showcasing their work, please let us know.
- The Libraries added a Marketing department this summer to help with planning and advertising events and services.

#### **AGENDA ITEM: PROJECTS**

Michele asked for committee members who may be interested in assisting the Libraries with focus groups or surveys. She stated we are interested in exploring new outcome measures in preparation for the HLC visit in 2015. Michele welcomed conversation on what the committee would like to see. Michele noted that these conversations would help us provide relevant services for the students and faculty. Kent Rodgers inquired on the requirements needed by HLC for full accreditation. Michele reported the newest guidelines contain broad criteria. Michele stated she would forward to the committee the HLC criteria and highlight the library section.

Michele asked how often committee members would like to meet. Kent stated that the committee was successful in advocating for the Libraries earlier in the year in getting the \$75,000 in equity funding. He felt that the faculty and staff senate recognized the efforts put forth by the committee. It was felt committee members should report back to their various colleges on the results on our funding by giving a brief presentation on our budget numbers. Ken will talk to the Senate President and get on the agenda for the next Faculty Senate Meeting. Brandon Marbeck will get on the Staff Senate agenda. Josh Zetocha will get on the Student Government agenda. He will also notify the committee on the next meeting dates to allow for anyone else from this committee to join him. Michele stated she recently attended the Student Fee Advisory board meeting and reiterated her commitment that the Libraries would not ask for an increase this year. Michele's availability to come to committee members individual faculty meetings was also noted.

The next Faculty Senate Library Committee meeting will be scheduled for January or February. Michele again offered that she and/or the librarians are available to come to college or departmental meetings. Committee members will be provided with copies of the PowerPoint presentation on the budget overview. The resources list will also be sent out to the faculty Listserv.

Meeting adjourned at 1:57 pm.