

Meeting:	Library Committee		
Date/time:	Tuesday, 2/14/17, 2:00 pm		
Location:	Main Library, Room 110		
Attendees:	Alissa Kuntz Ann Clapper Bernie Saini-Eidukat (Chair)	Joe Mocnik Sara Berger	Sean Burt Yechun Wang
Not Present:	Ben Bernard, Fariz Huseynov, Jamal Omar, Kim Owen, Vickie Connor, Xinhua Jia		
Note taker:	Robin Hellman		
Approved:	4/28/17		

AGENDA:

- Approval of Minutes
- Introduction of Dean of Libraries
- Update on Status of the Libraries

AGENDA TOPIC: Review of Minutes

The minutes were approved as written.

AGENDA TOPIC: Introduction of Dean of Libraries

Committee members in attendance introduced themselves by name and college representation.

AGENDA TOPIC: Update On Status of the Libraries

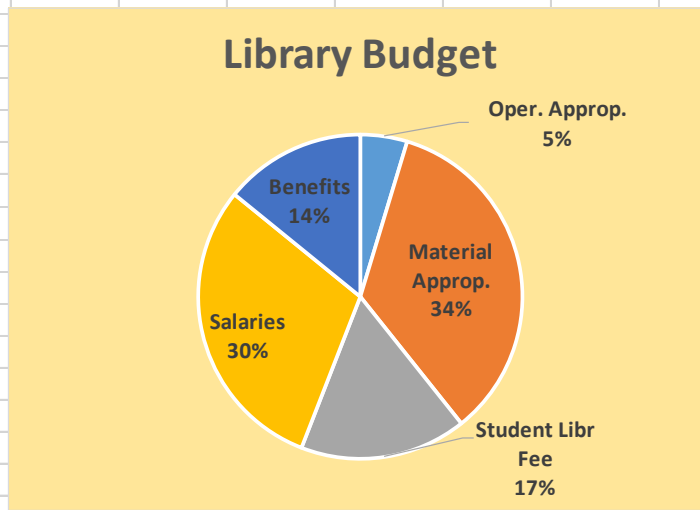
- Dr. Josip Mocnik began employment as the Dean of Libraries on 1/30/17.
- Has been utilizing time on campus, since arrival, getting to know campus and key personnel.
- Primary focus for the Libraries at this time is on recruitment
 - Believes Libraries is seriously understaffed.
 - Received approval from Provost to fill two vacant positions: Head of Access Services and Metadata & Cataloguing Librarian.
 - Positions are ready to post and sitting in queue for budget approval.
 - Asked committee for support in active recruiting by reaching out to anyone they feel would be appropriate for either position.
- Student Fee increase received for Libraries book budget.
 - Kudos was given to Alissa Kuntz, Assistant to the Dean, for her work in submitting, on behalf of the Libraries, the request for the increase.
 - The Libraries received their secondary request of .28 per credit which should net approximately \$86,000 for the purchasing of books across all disciplines.
 - Increase in fees will go in effect fall of 2017.
- Alissa Kuntz provided the committee an overview of the Libraries budget
 - See handout included with minutes.
- Question asked on projected budget cuts for the Libraries.
 - Significant amounts already taken from Libraries through vacant position lines.
 - Libraries are different from other departments on campus due to collections being the biggest part of our budget whereas salaries are generally the larger part for others.
 - No additional cuts have been proposed in terms of dollar amounts at this time.
 - Librarians continue to seek cost savings by assessing electronic collections.
- Dean Mocnik explained that as he is meeting with individuals on campus he is exploring how the Libraries can engage in the campus community, in particular how the Libraries can better support and engage with the Grand Challenge Initiatives.
 - Areas of particular interest at this time is the Grand Challenge relating to the Healthy Populations and Vital Communities as well as Cancer Research

- How can the Libraries explore and move forward in supporting these areas?
 - Are there overlaps in study, as it pertains to Tribal and Indigenous people
 - Sean volunteered to take questions back to his department to begin exploration.
- Lack of bus service to the West Building on Campus was discussed
 - NDSU Archives, Health Sciences Library, Center for Heritage Renewal are departments that are located in the West Building.
 - Students either attend classes in this location or are completing research with no public transportation available.
 - Committee members were asked if they would be willing to write letters of support for a change in the bus route if needed and to also bring subject back to their depts. for discussion.
 - Sean will talk to Angela Smith to gauge willingness of public history students in writing letters of support.
- Strategic planning for the Libraries will be an upcoming project.
- Library Committee members asked to dream what the Library will look like in 2020.

Adjourned at 2:45.

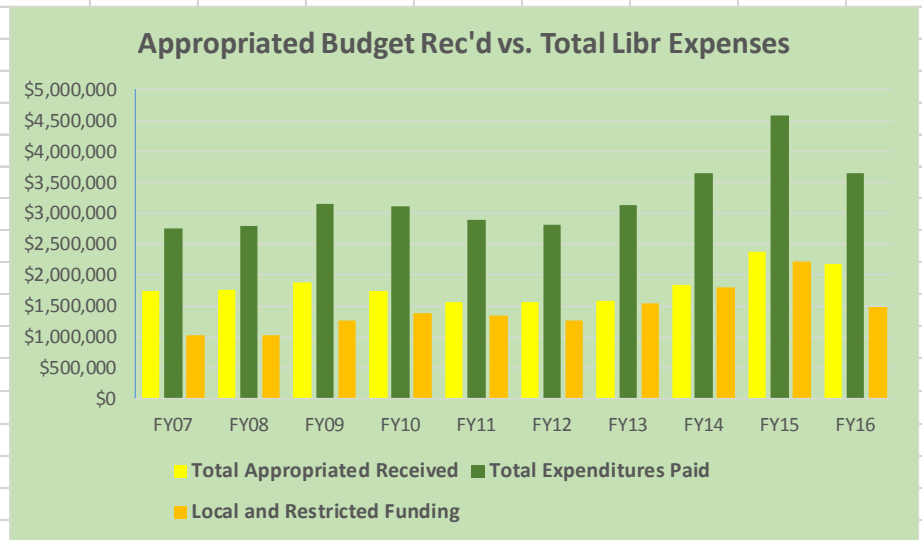
The Libraries' main budget:

Oper. Approp.	\$294,279.00
Material Approp.	\$2,178,401.00
Student Libr Fee	\$1,046,285.55
Salaries	\$1,884,966.95
Benefits	\$889,803.17
Total	\$6,293,735.67



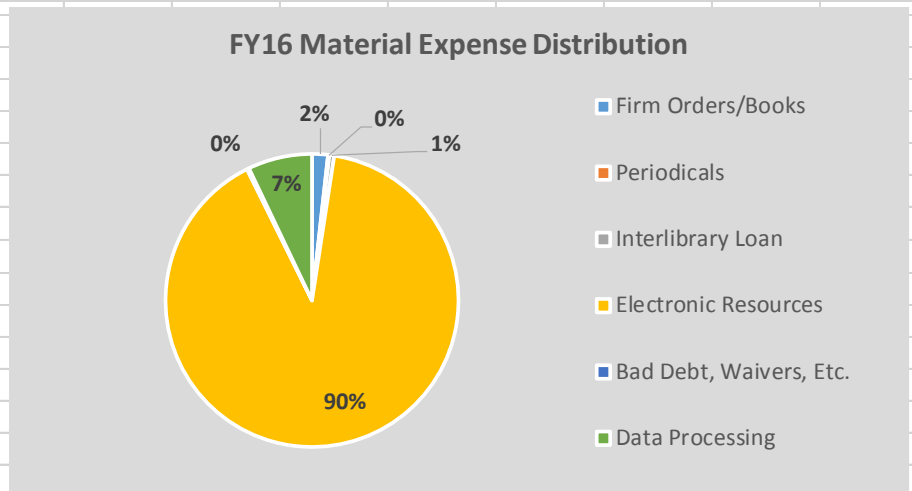
The Libraries rely on local and restricted funding:

Local & Restricted per Fiscal Year	
FY07	37.23%
FY08	36.87%
FY09	40.29%
FY10	44.29%
FY11	46.27%
FY12	44.84%
FY13	49.59%
FY14	49.45%
FY15	48.37%
FY16	40.40%
Average	43.76%



How the materials budget was spent in FY16:

Firm Orders/Books	\$58,882.34
Periodicals	\$4,992.40
Interlibrary Loan	\$17,855.15
Electronic Resources	\$3,030,524.24
Bad Debt, Waivers, Etc.	\$8,103.44
Data Processing	\$237,975.85
Total	\$3,358,333.42



Student Library Fee Increase:

Primary request = \$0.53; secondary request = \$0.28

Due to student feedback, only the secondary requests were considered and approved

This will establish a permanent and non-discipline restricted book budget

It will net around \$86,000-87,000 each year.