

Senate Library Services Committee
Meeting Minutes
November 8, 2007

Present: B. Shrock, F. Cash, J. Lochhead, K. Nyitray, B. Godfrey, S. Koch, C. Filstrup, J. Torre

Agenda Items:

1. Welcome and thanks by Dean Filstrup
2. Status of West Campus Libraries: C. Filstrup report to Provost Kaler.
3. Current Budget and space requests
4. What are the external forces affecting academic Libraries? An environmental scan.

Meeting called to order by Chair at 10:05AM.

Bob opened the meeting and requested that the Dean of Libraries give his report to the committee. Chris Filstrup opened by thanking Bill Godfrey for his many years of service on the committee and as chair of the committee, and then welcomed the new chair and all the other members to the Library.

1. Second item for discussion was the committee charge. Dean Filstrup handed out a copy of the charge to all present and posed the question: What is the role of the committee given its charge and should changes be made to the charge to reflect the current Libraries on campus? Also, discussed was the extent to which the committee oversees the Health Sciences Library.
 - a. First item discussed was the inclusion of the bookstore in the charge. Members had already sent this to another Senate committee and all were in favor of eliminating the bookstore from the charge as written.
 - b. Second item was that the charge should explicitly state its oversight and advocacy roles for both the West and East campus Libraries.
 - c. A third item was that the charge should include both East and West campus Libraries, and reflect the appropriate membership for such an oversight structure. And what to do with members that do not or can no longer show up for meetings? Response from membership was to contact them and replace them as needed and in accordance with Senate policy.

Question of revenue structure was raised by the chair. The question posed was: in accordance with the charge how can the committee be of assistance? Example presented was the Inflation issue. How can the committee help get financial assistance to pay for items? Response from the Dean was to be involved and voice these concerns to the Provost and administration. He proposed to present a course of action shortly during his presentation. Item barred until later.

2. Dean Filstrup then requested a review of the last meeting's minutes and their approval with changes. Clarifications were given and discussed.
 - a. Course pack/Copyright meeting was held on the 7th to discuss the previous meeting's question about infringement and a course of action was being developed by the Deputy Provost with Library input and assistance.

- b. Food cart in Library. The Dean wanted to clarify that he wanted a food service in the Library and that he had recommended to Barbara Chernow that the service go in the Alumni Office. An earlier proposal recommended it in the Commuter Lounge. At this point, open discussion ensued with various members stating varying degrees of support for the concept. All generally wanted access to food but some questioned the area being proposed, favoring it for a display/exhibit area for the Library. The discussion was tabled until a status report on the work could be obtained. An action item was proposed, requesting Barbara Chernow to meet with the committee on this issue or send an email update to the committee on the location of a food service. The Dean stated he had other items that are more important at this point but the committee could vote to have a display space added to the Library.
3. Report to Provost. Dean Filstrup then moved to the presentation given to Provost Kaler, introducing the first fact that the Provost had requested the cost for an off-site storage facility. See attached.

Action Items:

- Send Letter to Provost from teaching and research faculty requesting funds to cover inflation which would allow for the 300K for monographs and 100K for off-site shelving to be covered.
- Find out status of food cart situation and act if needed for display space.

Other items carried over until next meeting in December.

Meeting adjourned 11AM.

Minutes submitted by Jason Torre
November 13, 2007