

University Library Committee

October 24, 2017

Present: Debbie Ballou, Chris Brown, Brad Bull for Joe Roberts, Madison Cole, Stuart Gaetjens, Mark Greenwood for Judy Hull, Mark Groundland, Shelia Kendrick, Jenny Maffett for Tammy Howard, Julie Stepp for Nancy Kolodziej, Austin Thomas, Doug Bates

Absent: Cynthia Bryant, Lora Cowan, Daniel Badoe, Cara Sisk

Welcome: Chairperson Chris Brown welcomed everyone to the fall meeting. A quorum was established, and a motion was made by Mark Groundland to approve the agenda. Madison Cole seconded the motion, and the agenda was approved.

Approval of Minutes: There was one correction to the minutes of the February 21, 2017 meeting which were distributed by email. The spelling of “auto-site” should have been “auto-cite” in the “Other Matters” paragraph. Mark Groundland made a motion to approve minutes as corrected, Stuart Gaetjens seconded the motion, and the minutes were approved.

Chairperson Brown recognized Dean Bates who gave a report on the library.

Dean’s Report: Dr. Bates acknowledged the committee’s role as advisor to the library, and asked them to be thinking along those lines as he talks about the library and what is happening. He especially encouraged the student representatives on the committee to speak.

The funding for the library materials budget was reviewed with expenditure amounts shown for each category of materials, such as books, electronic resources, periodicals, etc. Last year the library spent \$918,072 for materials and had a \$75,000 surplus. The library’s budget was cut twice last year.

The budget this year is \$924,249.

One of the biggest expenditures last year was for articles ordered through the Get-It-Now service. The library spent about \$92,000, and the service had to be turned off early in the fiscal year because the library budget could not sustain the rate of activity. The GIN service has been re-activated this year; but its use is restricted to faculty and graduate students only. Everyone (including undergraduates) is able to use the interlibrary loan service. The library expects to spend \$20,000 this year for articles through the Get-It-Now service.

The library is planning to spend more for books this year. Our projections for total library expenditures are \$917,000, with about \$6,000 in uncommitted funds. However,

if there is any inflation on any library material, this amount will be gone pretty quickly. The library made the decision to buy more books versus buying more articles/electronics, etc. We purchase \$60,000 - \$70,000 in books from user requests generated from the principle "if you want it, we will buy it."

Dr. Bates showed the history of the library's budget. The budget has gone from \$1,235,000 in 2010-11 to \$924,249 in 2017-18. Doug has been looking at TTU's library expenditure per student in comparison to 92 other schools in the country. TTU ranked 78th at only \$88 per student.

The analysis of other library budget areas including travel, operating, and student salaries was shown as well. The library's operating budget for this year is \$197,824; but expenses are expected to be \$328,000. The library will run a \$130,000 deficit in operating expenses. The operating deficit will be covered by funds from our endowment account. The biggest expense is the software & maintenance category of \$147,000, which includes the payments for services such as the library integrated system; RefWorks, Dibs Software, Illiad, ArchivesSpace, and ContentDM,

In addition to covering the deficit, the endowment is helping to fund the new testing center and a climate-controlled archives space that are to be constructed in the unexcavated "dirt rooms" on first floor. Doug gave an update on this project.

The testing center will be in the B-wing of the first floor. It will have approximately 55 testing carrels, a reception area, and 3 offices for testing personnel.

The A-wing of first floor will have a climate-controlled space with a dedicated HVAC system. There will be lots of compact shelving ranges to hold the archival records.

Tech and TBR are ready to release the project in order to receive bids. The construction project is expected to cost \$1,170,000; and the library has already contributed \$1,060,000 from the following accounts:

- \$560,000 from the Library Endowment
- \$275,000 from the Friends of the Library
- \$225,000 from the Library Special Projects Account

Beginning in January, there will be a year-long project to replace the brick on the library building to alleviate the water problems that have been present since original construction. At the same time, a hole will be knocked in each end of the basement to remove the dirt that is in the unexcavated space. There is also a center section that will be excavated and a concrete pad poured; but the space will not be finished during this project. The project should not affect the entrance and exit of the library except when the construction crew is working right above the front doors. Committee members asked about the provision for storm shelters in the building as part of this project.

The library will gain about 10,000 square feet of space for a little more than \$1,000,000.

Library Personnel are discussing a strategy for the library. Over the last seven years across the country, there has been about a 35 percent decline in book check-outs. Although interlibrary loan activity has increased over the seven years, it is not significant. Any growth is in use of articles, not in the use of books.

The need for developing a strategy was introduced to the library staff in the following way:

- 1) We are in a competitive environment for academic information, resources, and support services.
- 2) We want a strategy to help us allocate resources.

The library needs to:

- 1) Know about our vendors and competitors
- 2) Know how research, instruction, and learning practices are evolving. What are faculty asking students to produce?
- 3) Pay attention to the University's strategic direction and interests
- 4) Know the capacities and limitations of our library

We need to look at the overall environment dispassionately and objectively. What are our resources, strengths, and capacities?

Two examples of strategic directions were given:

- Georgia Tech has chosen to focus on space and services. They have moved all their print materials to an off-site storage space to be shared with Emory University. (Mark Groundland pointed out that being able to physically browse a book collection is part of the research strategy in some disciplines.)
- University of Maryland – manage data, information and knowledge assets of the university and the community.

Dr. Ballou asked about the library's interaction with the ICube and discussed how she uses the library as a faculty member. Would it be possible to interact with a virtual library? What about electronic copies of the books? Could patrons do virtual browsing? The library's current system will allow virtual browsing. The cost of electronic books is the same as print books. The library has access to 160,000 electronic books on all subjects through an Ebsco database that is provided by the state. However, electronic books are not very popular with students. The library has approximately 290,000 print books. The library just purchased a collection of 27,000 streaming videos from Films on Demand. The library has also just purchased the Kanopy Database from Criterion Films, which is a literary collection. These films from Kanopy can be shown on campus with public performance rights. These can be used in the classroom, a link could be embedded in D2L, etc.

Austin Thomas, who is a student representative on the library committee, was asked about his use of the library. He sees it primarily as a place to study and a place to visit and study with other students.

Julie Stepp discussed the K-12 world of libraries, and what she is telling the students who are going to be school librarians. She tells them to expect all the pieces/services in their school library that are currently offered in the Tech Library, and she tells them that is part of their job as librarians. Librarians should be in each of those areas, acting as an engagement piece; but there seems to be a lack of cohesiveness within the TTU library. There should be a connection with librarians in each of those areas. She pointed out that the largest use of public libraries is by the millennial generation using the multiple services that are currently available in the TTU library.. Julie thinks the University's faculty could/should help to encourage that cohesiveness within the library. These units are not just in the library as a physical location; but they are representing the library.

Doug says there is nothing that is well-defined and universally accepted for these new services as the role of the library.

The committee members were asked to talk to other faculty in their departments and colleges and see what they would like to see and how they use the library.

Mark Groundland commented on the decreased usage of books that has been affected by outside factors. Because of the budget cuts over the past few years, the department he is in had to restructure to teach more classes and carry more loads; and this affected the faculty's ability to do research. He hopes this trend has now changed, and they can go back to doing more research. He thinks this may affect the use of books, particularly in the Humanities.

Committee members should submit their information to Chris Brown by December 1st, at CABrown@tntech.edu. The committee suggested that Doug attend Faculty Senate and talk about the strategic use of library space to get their opinion and thoughts. The senators should be given advance notice so they have time to collect information and thoughts.

Minutes: Sharon Buckner

Approved: 2/20/18