

San Jose State University Library Board Minutes
October 3, 2005

Attendees: Ji-Mei Chang, Edith Crowe, Anneliese Eisentraut (Graduate Representative), Charlotte Ford, Judith Lessow-Hurley, Ruth Kifer, Candice McGee (Transcriber), Ken Peter, Pam Richardson, Dayana Salazar, Wasin So, and Jo Bell Whitlatch.

Absent: Richard Chung, Alberto Gutierrez (A.S. President), Veronica Zacharie (Undergrad Representative), Tina Peterson, Bernice Redfern, Malu Roldan.

1. Introduction of Ruth Kifer as the new University Library Dean and new member Charlotte Ford, representing the School of Library and Information Science, replacing Ken Haycock. The committee is still looking for Humanity and Arts member, Judith Lessow-Hurley said that she would contact an associate and speak to her about finding someone.

Ken Peter gave Ruth a brief synopsis on the ULB background and how and why the committee was formed.

2. September 19th minutes were read and the following changes need to be made.
 - a. Change the wording from “Missing” to Absent.
 - b. Add a second objective to Initiative 7 – Funding – Appropriate University Support to be added to the list.

A motion was made to approve the minutes with the above changes, all agreed and seconded. Minutes approved.

3. Status on last year’s subcommittee reports.

Program Planning – Jo Bell Whitlatch and Dayana Salazar

Present goals were developed and are currently in the Strategic Plan. The objectives incorporated input from staff. The goals will stay in place until 2008. University Library policy states that no later than 5 years after the opening of the library, the goals need to be updated. Jo Bell Whitlatch, Dayana Salazar and Anneliese Eisentraut will continue working on them and the target deadline is to have them in place by the end of the year.

The ULB board will look at the list of To Do’s and see how to complete the objectives. The next step is to start collecting data.

ACTION: Jo Bell Whitlatch will compile a report to give to the board by the end of November.

It was suggested that external reviewer review this data, what type of reviewers should be brought in?

ACTION: The board should start thinking of suitable nominees.

Database on Sample Literacy Competence - Bernice Redfern

This report was tabled until the next ULB meeting pending the return of Bernice Redfern.

Templates on Literacy Competence – Edith Crowe and Malu Roldan

ACTION: Edith Crowe to send the board the URL Infotemplates that faculty can use to incorporate Information Literacy into the curriculum.

There will be issues of designing partnerships between faculty and Information Literacy. These templates are intended for faculty use not student use.

4. Initiative Teams

a. Teaching and Learning

Teaching Objective 2 and Learning Objective 5, what Graduate Students need. Data gathering – a paper survey will go out this semester and the results will be analyzed.

b. Funding

Funding needs to be increased. Library funding comes from the Academic Budget. What are the consequences if the funding does not come through? The base funds of \$1.6 Million are fall far short of the \$8+ Million needed. If cuts are made the Library defaults on their contract with the City of San Jose.

There is a strong need for more fund raising objectives. The University Library Leadership Advisory Council’s two top priorities are “Collections and Technology”.

c. Collections

Collections Object 3 - *Support system level planning to build a digital institutional repository representing the intellectual contributions of SJSU faculty and graduate research.* Pomona and Humboldt as well as Berkeley are already using Electronic Portfolios.

ACTION: Jo Bell Whitlatch to send out a Collections Report for everyone to review.

Collections Objective 11 - *Evaluate the implementation of the CISTI document delivery service for cancelled journal subscriptions.* Charlotte Ford, Dayana Salazar and Wasin So will participate in the pilot test.

5. After the meeting a small welcome reception was giving in Ruth Kifer’s honor.

Next meeting: October 17, 2005 2:00-4:00 P.M. Boardroom, 4th floor, King Library