

University Library Board
Meeting of November 26, 2001
Minutes

Present:

Heisch, Stroh, Barnsley, Branz, Breivik, Nelson, Reekie, Wu, McNeil,
Nellen, Loomba, Gorman, Whitlatch (guest)

1. Dean Breivik shared budget information from a recent deans' meeting, recalling that last year we had done some initial consideration of cuts of 4% and 9%. She discussed possible effects on operations and projects. This is not a good time for cuts in State funds. We may need an extra meeting later in December for discussion of some hard decisions. Heisch recalled that a complete library inventory (the first since 1977) was a condition for the Senate's approval of the Joint Library project, and ca. \$210,000 was set aside by Provost Bain for this. Provost Goodman has permitted this money to be rolled over to this year's Library budget. To the suggestion that curtailing services might draw attention to our needs, it was noted that students would be hurt. Keeping the library open with a skeleton staff is not tremendously expensive, so little is gained by curtailing hours, even in a budget crisis. Our consensus is that the inventory is necessary, as well as long overdue, and it must be done correctly. It is most important that we know what is and isn't on the shelf. A small "white paper" drafted by Heisch could explain this to the campus community. If funding for the inventory will necessarily come from acquisitions, there may be some response and financial help from the colleges and the community. Endowments for acquisitions can be solicited more readily than funds for an inventory. The ULB will invite the Library Development Officer to explore ways to arrange for more such endowments. We will hold Wednesday December 19 open for a possible ULB "budget" meeting.
2. The 11/12/01 InfoComp "TILT" tutorial was interesting. It is available by URL, and some valuable student feedback is coming in. A draft report will come to us from Breivik.
3. We discussed the 11/22 draft "Principles of Journal Management." After minor editorial changes, the ULB unanimously approved the Principles document for utilization by the Library.
4. Whitlatch presented the 11/26 draft "Disposal of Discarded Materials" document and announced that after the February 2002 faculty review of the proposed discard lists, the final discard lists can be attached as Word documents (but not posted on the Web for all to see). It is proposed that other libraries will first be offered discarded volumes. Then vendors and others will be invited to a private sale (prices TBA). About 40,000 books will be available at this point. We will approve a final draft of this procedure at a meeting in February and put it out for comment in the meantime.

5. Heisch is planning to send Mary Jo Gorney-Moreno a set of questions about instructional materials in the IRC. We questioned the need for costly site licenses for all videos/DVDs. "Smart/educarts" may be more economical. The questions will be rephrased and sent to Gorney-Moreno for her consideration and discussion.
6. We received the October 2001 issue of JSTOR News. There is an interesting discussion of "archiving the digital age" in it.
7. We anticipated the agenda for the joint City/SJSU Library Committee meeting. We will get a report on this from Heisch, Loomba, and Wu at our next meeting.
8. Nellen reported that the MUSE planning committee was considering "assigning" a single book for all students in the MUSE seminars. Because the Steinbeck centennial is coming, Cannery Row (or something more multicultural in content) might be proposed. This could be a good discussion for us. Nellen has a link on her page to a list of books used in this way nationwide.

Adjournment at 3:57.

Respectively submitted,

David McNeil
Recording Secretary