

ULB Minutes
February 3, 2003
WSQ 105
2:00-4:00 pm

Attendees: Blanche Woolls, Ji-Mei Chang, Patricia Breivik, Paul Kauppila, Diana Wu, Annette Nellen, , Mike Gorman, Arvinder Loomba, Bernice Redfern, Shirley Reekie, Andy Woods, Steve Branz, Jo Bell Whitlach (guest), Bob McDermond (guest).

1. November 18, 2002 and December 2, 2002 minutes were approved.
2. Announcements
 - a. Steve welcome Allison back from her time away from ULB , although he noted she is ill today. Steve thanked John Pollock for filling in so ably.
 - b. Feb 24th ULB meeting cancelled -- since Patricia & Jo will be unavailable, ULB will meet March 3 instead.
 - c. Joint Library Committee Meeting (full ULB + SJ Library Commission) -- The scheduled February 3rd Joint Library Committee has been postponed to April 28 (6-8 pm, dinner provided) to allow ULB to meet in the new King Library.
 - d. Information Literacy/Competency issues were discussed. Specifically,
 - i. Information Literacy Center in the new Student Success Center (Clark) – recommendations have been made to those involved in the actual planning and these were discussed by Annette Nellen.
 - e. Steve provided an update on the Curriculum & Research discussion of the previously forwarded policy recommendations. Specifically these addressed:
 - i. Library Resources for New Academic Programs. There exists a genuine need to determine probable, realistic library use by new programs and the proposed assessment form to be completed by new program administrators was described.
 - ii. Five-Year Program Planning for the Library. This refers to program evaluation for the library in respect of Senate Policy 98-5, and in particular sections 5.4, 9.2, and 9.3. Patricia elaborated on this issue and reiterated that it was in the library's own interest to be proactive in this process.
 - f. Academic Services Fee Initiative. Patricia explained the intent of this. [attached]
 - g. It had been noted that some on campus had apparently been of the impression that the new MLK library was competing for funds intended for academic instruction, i.e. that the establishment and opening of the new library was somehow responsible for reduction in the number of class sections next AY. This is decidedly not the case, and Patricia requested that those ULB members clarify this issue if asked by fellow faculty, staff or students.
 - h. Patricia announced that the Grand Opening of the new MLK library was now slated for August 22-23 and that the Grambling College Marching Band had agreed to perform at the ceremony.

3. Jo discussed the SJSU Library Budget Study in its newest and most improved iteration. She provided an overview and reviewed goals and objectives of this the overall strategy. She noted that the specific target audience of this report was the academic senate. She noted:
 - a. The study has been reorganized and simplified
 - b. It needs attention and (with any further edits) and will approval by the ULB.
There followed deliberation and recommendation for some additional revision.

4. SJSU Foundation Overhead Monies—Patricia explained that the current SJSU Foundation-University memorandum recommends that up to 20% of recovered overhead be earmarked for the Library. This has not apparently this has not been happening and Patricia will meet with Mary Sidney to discuss this.

5. SJSU Acquisition Policies for CD's, DVD,s, and videos (internal Library policies)
 - a. **attachment**

6. Changes in University Fines, Fees, Limits and Loan Periods (internal Library policies)
 - a. **attachment**

7. Faculty outreach efforts were discussed by Bob McDermond, guest, at 3:00 pm. Bob noted that the transition process to the new facility was well underway and he provided an update on faculty tours and other matters. He elaborated that there was an effort to gather recent and current faculty publications which would be showcased in the new facility.

8. Future items
 - a. 24-hour study and/or computer area
 - b. Review collection evaluation provisions of University Policy F98-5
 - c. Revisit allocation of collections \$\$ amongst colleges/departments (since system-wide multi-disciplinary purchasing is making it difficult to know who should be paying for what).

9. Remaining ULB meetings for AY 2002/03:
 - a. Spring 03: Feb 24 (cancelled), Mar 10, Apr 7, 28