

UNIVERSITY LIBRARY BOARD

February 4, 2002

Present: Heisch, Breivik, Reekie, Stroh, McNeil, Nellen, Barnsley, Woolls, Wu, Branz, Gorman, Whitlatch (guest)

1. Heisch reported that the emailing of discard lists had raised some concerns; while consistent with policy, the procedure had to be revised (and web-based rather than emailed or printed for all).
2. Nellen will take on Loomba's responsibilities as COB representative until Arvinder returns.
3. The Joint Library subcommittee meets at 3:30 today.
4. Breivik announced the \$210,000 in lottery funds was released to us for acquisitions/inventory, and while most of this will be spent on the inventory, some funds will be available for acquisitions. Also, as a senior class project, students are donating funds for acquisitions (and the Alumni may provide some matching funds, TBA).
5. The minutes of November 26, 2001, were approved as corrected.
6. Whitlatch reported that although the discard list is on the Web, a policy change may be needed (concerning the giving of "copies" of the list to every department). The proposed timeline for the eventual book sale will be posted on the site. Proposed wording changes will be presented by Whitlatch at our next meeting. The Executive Committee will be asked to rule that "provided with copies" is fulfilled by posting on the Web and notifying departments. Another policy change to be recommended concerns the prohibition against "any" food or drink the Library apart from bottled water (see "8" below). Nellen wondered whether policy changes should be brought to the Senate as a group, and whether changes in implementation could simply be left to the librarians. The group concurred.
7. Wholesale rescues of LC categories subject to weeding are not in order, and deselection at the "title level" is now under way. Jo Whitlatch led a discussion of her memo dated 3/4/02 on "Evaluation of the Collection." The discard lists can be processed by dragging "saved" titles from the Word document to a "Save" document and send to Whitlatch upon processing of each LC category.
8. We revisited the food and drink policies that are too often inflexible and even unenforceable. The JL will have a cafe, after all. Breivik proposed a six-month pilot project to approve "covered drinks" and see how responsible patrons prove to be.
9. We discussed Joint Library Committee drafts of mission statements (for the JLC) and recommended adopting a hybrid of a JLC draft and a Heisch rewrite. We then reworked this for presentation to the JLC.

10. We will get background materials for a discussion of “acceptable computer uses and procedures” at our next meeting. Some users for enjoyment interfere with more legitimate students use. Some users’ requests are unreasonable and hard to accommodate, although we will try to err on the side of higher level of service.
11. A new (1/10/02) draft of “Disposal of Discarded Materials” implementing F98-5, eliminating the “early vendor sale” and having all interested parties coming at the same time, was discussed and approved as a basis for producing flyers for the sale of weeded items.
12. We are on target for the inventory and on schedule and on budget for the new Library construction.
13. Journal management principles are now being implemented, first with a review of materials that we have in both printed and electronic format, and of printed materials that are seldom used. Liaisons will be working with departments about this.
14. Breivik announced other things, including some Special Collections donations and potential library and academic collaboration with other members of the Western Athletic Conference.

Adjournment at 3:30 p.m.

Respectfully submitted,
David McNeil, Recording Secretary