

San Jose State University Library Board Minutes
September 18, 2006

Attendees: Ji-Mei Chang, Richard Chung, Katherine Harris, Ruth Kifer, Candice McGee (Transcriber), Jeff Paul, Kenneth Peter, Tina Peterson, Pam Richardson, Malu Roldan

Absent: Celia Bakke, Charlotte Ford, Alberto Gutierrez (A.S. President), Sally Veregge

1) Introductions

Kenneth Peter and Ruth Kifer introduced themselves and all members present introduced themselves.

2) Minutes from final spring meeting.

Minutes were read and approved.

3) Budget update (Kifer)

Ruth Kifer discussed the Library budget noting that the Base Budget was increased by \$1.3M. Approximately \$1.1M of the new budget allocation will go to collections (print and/or electronic database journals and books).

4) Organization of the Board and possible subcommittees and meeting schedule (Peter)

Kenneth Peter introduced the idea of board members serving on one of the several proposed subcommittees.

1) Information Literacy Subcommittee. The charge of this subcommittee would be to survey all information literacy policies, projects, and initiatives on campus and report back to the full Board with recommendations as to what additional steps need to be taken (if any) regarding the Library's role in supporting information literacy. This subcommittee might meet with other committees on campus, such as the University Curriculum committee, to discuss information literacy in the curriculum and the Library's role in supporting it.

2) Digital Information Subcommittee. The charge of this subcommittee would be to explore the possibility of offering increased access to digitized information. This could include an examination of a digital institutional repository in which Master's theses would be available on-line, and perhaps other materials as well. The subcommittee should contact CSU Sacramento and CSU Pomona to learn more about the institutional repositories that are being developed at those two institutions. The subcommittee should also examine the Library's collections and other bodies of information on campus to

discover which in any would be most amenable and useful to provide in digital format and examine the expense of doing so. It could also examine the general presentation of the Library website, and should make recommendations to the Board.

- 3) Development Subcommittee. The charge of this subcommittee would be to examine the fundraising efforts on behalf of the Library, with a particular focus on how the Library will fit with President Kassing's \$150 million capital campaign. This subcommittee might need to meet with Development officers, resource committees, and perhaps the President/Provost/VP Advancement to help to understand and implement the capital campaign. Of particular interest is whether the Capital Campaign will raise funds that are not "earmarked" and how such funds are later distributed; also of interest is how existing development efforts for the Library with interface with the new capital campaign; what colleges and departments would have an interest in doing joint fundraising to support the parts of the library collection that most interest them; and finally, what should be the Library's priorities when raising money?
- 4) Policy Subcommittee. The Library Policy, passed for the first time in 1998, may be beginning to show signs of obsolescence. It was created in anticipation of the Joint Library to guard against perceived issues and problems that the joint project might entail. Now that we have had several years under the new system, it is probably time to reexamine the policy to see if modifications are needed. Have policy issues arisen that were not anticipated and for which policy would be useful? Did the policy anticipate issues that did not materialize?

Kenneth Peter noted that the full Board may meet once a month to allow the other meeting within that month for the subcommittees to work on their tasks.

5) Other business (members)

Adjournment of the meeting was at 3:40 PM