

San Jose State University Library Board Minutes
November 28, 2005

Attendees: Ji-Mei Chang, Richard Chung, Edith Crowe, Charlotte Ford, Buff Furman, Candice McGee (Transcriber), Ken Peter, Tina Peterson, Malu Roldan, Dayana Salazar, Wasin So, Jo Bell Whitlatch.

Absent: Anneliese Eisentraut (Graduate Representative), Ruth Kifer, Alberto Gutierrez (A.S. President), Judith Lessow-Hurley, Bernice Redfern, Pam Richardson, Veronica Zacharie (Undergrad Representative).

1. ULB minutes from the November 14th meeting were reviewed and approved.
2. Official introduction of Buff Furman to the Board was done.
3. Inventory Plan (Jo Bell Whitlatch)

Jo stated that the inventory would start on the 5th floor. (Handouts of the plan were passed out). This plan is in compliance with Senate policy. Once approval is given by the ULB board the plan will be posted on the Library website and link to the Paths of Learning, SJSU Students and Faculty service, Faculty Services page under “**SJSU Library Collections Inventory**” will be added.

http://sjlibrary.org/gateways/academic/inventory_process.pdf

The inventory plan is to monitor the collection loss. Damaged books are caught when the book is returned to the library. Each floor will take 1-2 years depending on the size of the floor.

It was decided to take out “it” and substitute “out” in the fourth line of the Inventory timeline, so that it will read “The following timeline recognizes that no additional funding is available to carry **out** this process.”

Motion was made by Malu Roldan and seconded by Buff Furman to accept this plan with the above mentioned change. Approved.

4. SJSU collections budget: interlibrary services and new book acquisition

Overview of the collections budget formula and variations was handed out.

Jo Bell Whitlatch discussed that there has been no increase in the basic budget since 1990. Journal subscription costs continue to increase sharply far above the consumer price index. Two years ago a massive cut in print journal subscriptions reduced library subscriptions from 2400 annually to 800 annually; although disciplines should continue to cut low use print subscriptions, large amount of money cannot be recovered from the few printed journals that remain.

Dean Kifer is working with the Provost to possibly increase the basic budget but at this time the Liaisons for each department can only spend 60% of their one time funds.

The current formulas were decided by the ULB Board in March 2004. See minutes at - <http://www.sjlibrary.org/gateways/academic/ULB3.15.04.doc>

Ken Peter asked to see more information on the use of online resources. By early spring 2006, The Library will provide a list of electronic resources paid for by each library college fund and information on "hits" for each of these resources.

Edith Crowe motioned to accept the Collections budget; Ji-Mei Chang seconded the motion to adopt this budget recommendation only for this year. Dayana Salazar noted that for the spring project the board should re-evaluate the budget formula. The motion was put to a vote with 10 yes, 1 no.

The next meeting of the ULB will be the 2006 academic year, on February 6th, 2006.

Future Agenda Items

- Faculty focus group - Rebecca Feind
- Collections Budget formula for 2006/07 - Ruth Kifer and Jo Bell Whitlatch