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Library Advisory Board

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MINUTES OF THE LIBRARY ADVISORY BOARD  
December 6, 1993

The meeting was convened by Dr. Norbert Furumo, Chair, at 4:00 p.m., December 6, 1993, in the Dean's Conference Room of Booth Library.

Members and Alternates Present: Dr. David Carpenter, Dr. Mark Christhilf, Dr. Norbert Furumo, Dr. Al Joyner, Dr. Newton Key, Mr. Paul Lueken, Dr. Patrick Lenihan, Ms. Stacey McDermott.

Members and Alternates Excused: Dr. John Best, Ms. Suzanne Chouinard, Dr. Dean Elmuti, Dr. Tom Waskom, Dr. Deb Wolf

Members and Alternates Absent: Dr. Carolyn Cooper, Dr. Patricia Fewell, Dr. Melinda Hegarty, Dr. Max Kashefi, Dr. Priscilla Rice-Pitts, Mr. Justin Webb

**ROLL CALL**

Everyone attending the meeting signed in.

**APPROVAL OF MINUTES OF OCTOBER 4, 1993 MEETING**

Dr. Joyner moved and Dr. Key seconded that the minutes of the November 8, 1993, meeting be approved as published. The vote was unanimous.

**MEETINGS FOR SPRING, 1994**

It was agreed by those present that the meeting time should remain at 4:00 p.m. on the first Monday of each month. (The first meeting, however, will be on the second Monday, February 14, as Dean Lanham will be attending the American Library Association Conference on February 7.) Therefore, the spring meeting schedule will be as follows:

Mondays, 4:00 p.m.	February 14
Room #142	March 7
Booth Library	April 4

**DEAN'S REPORT**

Dr. Lanham discussed the following:

A. **CODSULI Statistics review**

Dean Lanham reported on the CODSULI (Council of Directors of State University Libraries in Illinois) statistics from graphs prepared from the information. The graphs are not being distributed as yet since all information is not included. The graphs show how the library budget compares to other universities in the state. In the 12 member libraries (excluding SIU-Medical, which has little in common with the rest) for FY'93, Eastern compared as follows:

Library Operating Dollars per Student - EIU dropped one, now 9th  
Library Book and Materials Dollars per Student - EIU dropped one, now 11th  
Total Library Budget Dollars per Student - EIU dropped one, now 11th  
Students per Library Support Staff - EIU remains 10th  
Students per Faculty Librarian - EIU remains 8th  
Total Holdings - EIU remains 6th (Holdings are based on the number of materials cataloged online)

Within the BGU schools, Eastern ranked as follows:

Total Holdings - EIU remains 1st  
Students per Faculty Librarian - EIU remains 4th  
Students per Library Support Staff - EIU remains 4th  
Library Book and Materials Dollars per Student - EIU dropped one, now 4th  
Total Library Budget Dollars per Student - EIU remains 4th  
Library Operating Dollars per Student - EIU remains 3rd

In response to several questions and concerns regarding funding, Dean Lanham stated that Eastern is underfunded and we need to identify ways Eastern is spending money and get a fair share for the library. The library's last increase was in 1991. This increase plus 6% was taken back and funding dropped from \$909,000 to \$770,000, where it has remained for the past two budget years. This year's 10% increase is in a reserve account until January 1994. President Jorns has indicated that a decision on this money should be made soon. The areas in which the library most needs funding are collection needs and equipment needs, such as microfilm reader/printers, computer needs, and an upgrade to the IO system. If equipment money is received from Academic Affairs, more money would be available for books. In response to a question regarding CD-ROMs, Lanham explained that money for CD-ROMs comes from the same account as reference materials and other indexes, not from individual disciplines.

**B. SMC renovation and microform placement**

During the Christmas break the SMC will be recarpeted. Microforms, ERIC and government documents will be displaced to the East Reading Room. Periodical and newspaper microforms will go to Periodicals. The SMC and R&R Room will be closed for two days during the break, and everything will be ready to go when school starts. More space is needed, and Dr. Lanham noted that Booth is first on the list to be renovated after Buzzard, but we must wait for funding of another major renovation.

**C. Strategic Plan update**

Both committees (Library Services Council and five professional staff members) continue to meet and develop plans to submit to the Dean. Dean Lanham will then unite the two documents in March. [Note: timetable revised to late January]

**E. Library Friends explored**

Jeri Fisher will work on library development activities including Library Friends and the Annual Giving Project.

**OLD BUSINESS**

**A. Alternate Policy**

The alternate policy as written in the draft of the revised Charge of the Library Advisory Board was discussed and agreed upon. As stated in that document, at the end of this year one alternate from each College would become a member and one alternate would remain. Faculty Senate would appoint an alternate for any College which had none. Thereafter, there would be one alternate per College. The revised charge reflecting the new policy will be submitted to Faculty Senate.

- B. Resolution - Budget reduction from \$909,000 to \$770,000  
Dr. Key distributed copies of the proposed resolution which addresses the reduction in the library budget. Following discussion and revision of the resolution, Dr. Key moved and Dr. Lenihan seconded to submit the revised resolution to President Jorns with copies to President's Council, Faculty Senate, Student Senate and Council on Academic Affairs. The motion passed unanimously. A copy of the resolution is attached.

**NEW BUSINESS**

None

**ADJOURNMENT**

The meeting adjourned at 5:15 p.m.

**Next meeting: Scheduled for 4:00 p.m., Monday, February 14, 1994.**

Rosemary A. Harris  
Recording Secretary