

1995

February 9, 1995

Library Advisory Board

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Recommended Citation

Library Advisory Board, "February 9, 1995" (1995). *Minutes*. 48.
<http://thekeep.eiu.edu/lab/48>

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MINUTES OF THE LIBRARY ADVISORY BOARD
February 9, 1995

The meeting was convened by Dr. Dean Elmuti, Vice Chair, at 4:03 p.m., in the Dean's Conference Room of Booth Library.

Members present: Ms. Suzanne Ashmore, Dr. David Carpenter, Dr. Dean Elmuti, Dr. Melinda Hegarty, Dr. Max Kashefi, Dr. Richard Keiter, Mr. Steve Rich, and Dr. Tom Waskom.

Members and Alternates excused: Dr. Patricia Fewell, Ms. Stacey McDermott, Dr. Deborah Wolf, and Dr. Carolyn Cooper.

Members absent: Ms. Pam Clark.

ROLL CALL

Everyone attending the meeting signed in.

APPROVAL OF MINUTES OF OCTOBER 3, 1994 MEETING

Dr. Elmuti moved that the minutes of the October 3, 1994 meeting be approved as published, minutes were approved.

DEAN'S REPORT - Dr. Lanham

Booth Library has received much publicity the past few months, most of it positive. Dr. Lanham is concerned about the most recent article, however, and the image of the Library on campus. He noted that it is unfair to compare EIU with the U of I, since Eastern's budget is so much less.

Note Booth was distributed to all faculty on campus in December. Dr. Lanham has had very little reaction to it from faculty. It will be published occasionally as news is pertinent.

Dr. Lanham announced the \$85,000 supplement to the base budget for books and materials allocations. The CUPB released the funds after ranking the Library's priority as #1. He discussed a handout which showed how the funds will be disbursed, including a 7.41% increase across the board for all accounts. The figures were given to the subject librarians and they are now working on spending the money, since it must be done before the end of FY95. Dr. Carpenter asked how the decision was made to allocate the funds. Dr. Lanham explained that these decisions are made by the Collection Development Committee. Dr. Carpenter then asked what was the purpose of giving this information to the Board if they have no input into the decision-making process. Dr. Lanham explained that Board members are to take the information back to their constituencies for discussion and questions, which can then be related to the Collection Development Committee for future planning. Ms. Ashmore stated that she felt the information is useful; Dr. Keiter agreed, explaining that now he has information to give the people in his department who have been questioning him. Dr. Waskom agreed. Mr. Rich commented that those closest to the Library's functioning are best qualified to make such decisions.

There was discussion about the services of Interlibrary Loan. Dr. Keiter asked when the increase to ILL will be made to improve services, as he has heard complaints that document delivery is not as fast as advertised. Dr. Lanham said the improvements are taking place now. He explained that our primary sources for document delivery are those which are free; when those sources are unsuccessful ILL goes to other systems that cost us a fee. In this way, perhaps there is more waiting time than if we did not go through our free system first. Patrons should see turnaround time improve now-- if not, the Library will change vendors.

Dr. Lanham discussed the IBHE capital improvements report, which recommended \$1 million for Booth Library. According to Ted Weidner, this \$1 million should bring \$15.2 million overall. Dr. Lanham is very optimistic about receiving the money, since Booth Library was #5 on the IBHE's priority list statewide. He is very pleased with this ranking. A 20,000 square-foot addition is

planned plus remodeling of the existing building. Several ideas have already been presented for the remodeling, but nothing is definite. Dr. Waskom asked when the work will be started. Ms. Ashmore commented that probably not until the Buzzard renovation is well underway-- perhaps within five years. Dr. Keiter asked if any of the money will be used to put materials in the new space. Dr. Lanham explained that this money is from the capital development fund and cannot be used for materials. That would come from the regular funding process. Dr. Keiter said he heard that the new addition would house only an electronic technology, but Dr. Lanham said this is only a rumor still floating around because this was one of the ideas from a previous planning meeting. Dr. Waskom asked how the Library has fared working through the EIU Foundation. Dr. Lanham said not well. We tried mailings, etc. for two years, but decided to forego them since there was such a poor response. Mr. Rich said that all donations are lagging recently. Dr. Lanham said that perhaps when the new building is underway they will attempt another campaign.

Dr. Keiter asked if the increase in the base budget will affect the Periodical/Standing Order cancellations, and have the subject librarians factored in the 7.41% increase in the budget given to the department heads as part of this cancellation process. Dr. Lanham said that yes, they should all have done that. Mr. Rich asked if Dr. Lanham anticipated any change in the distribution of the funds. Dr. Lanham said that the distribution will be the same next year, but reminded members of the committee that is trying to develop a formula for allocating books and materials funds. If a formula is developed it would be put into use perhaps as early as July 1, but would be implemented gradually. That committee meets again next week.

There was some discussion of the situation with the new photocopiers. Dr. Lanham explained that due to misjudgement by the new copier company, our changeover was slow and had quite a few problems. Besides giving away over \$800 worth of copies one week, Booth had to lease \$11,000 of equipment that the company wouldn't pay for. Dr. Lanham projects that we will break even by the end of the year. Student copies subsidize ILL and library staff copying. We are looking forward to the debit card system in the next few years. Dr. Waskom asked who made the error in what equipment was needed in Booth Library. He is concerned that Booth is paying for someone else's mistakes. Dr. Lanham feels that it was a combination of things, starting with the copier company thinking that the debit card system would be in place.

Dr. Lanham announced that the VPAA's office has approved a \$10,000 increase in the student help budget, which was part of the Library's strategic plan. This will enable us to move away from dependence on work-study student help.

Illinet Online is moving to a different manager next month. The current system has become unmanageable and the software is old. Dr. Hegarty asked if this means access codes will change. Dr. Lanham said that there won't be any obvious changes for at least three years. The new system will be faster and do more things than Illinet Online. Dr. Lanham gave the members a handout showing terminal use December '93 to December '94.

Special Collections announced new retrieval procedures. All Special Collections items have been moved and will be under the jurisdiction of University Archives. There may be more lag time for requested items.

Dr. Lanham, Bob Hillman, and Richard Lawson are working on a history of Booth over the first 100 years. It is being done as part of EIU's centennial, but deals only with the Library's history. It will be a coffee table type pictorial, and should be available this summer.

Dr. Lanham announced that he will be unable to be at the April meeting. He will have another faculty member attend in his place.

OLD BUSINESS

A. Resolution - Budget reduction from \$909,000 to \$770,000

Dr. Furumo reported that he had heard nothing on the resolution submitted to President Jorns (with copies to President's Council, Faculty Senate, Student Senate, and CAA) in December. It was decided that a copy of the resolution should be sent immediately to the

Chair of CUPB, and Dr. Furumo will do so.

NEW BUSINESS

Dr. Furumo will draft a follow-up letter to the resolution to be sent to President Jorns, with copies to Faculty Senate, Student Senate, CAA, and CUPB, and bring it to the March meeting.

OTHER

In answer to a question regarding access to Compact Disclosure, Dean Lanham will check with the subject bibliographer and report to the LAB at the next meeting. The funding of CRSP, a database used by Accounting/Finance faculty, was also discussed. In addition, Dean Lanham explained that the IBHE is putting money (\$15 million) into distance education with no new money planned for libraries.

ADJOURNMENT

The meeting adjourned at 5:05 p.m.

Next meeting: Scheduled for 4:00 p.m., Monday, March 7, 1994.

Rosemary A. Harris
Recording Secretary