Library Faculty Senate

Meeting Minutes
1997-01-09

The meeting of the Full Library Senate was called to order by Chair Kris Anderson in the Korean Studies Auditorium. Two meetings, at 10:00am and 2:00pm, were held, with all Library staff invited to attend. Special speaker was John Haak. Copies of the handouts are appended to the original minutes on file with the Library Senate Executive Board.

Approximately 60-70 people attended the morning presentation and approximately 25 attended the afternoon presentation. The minutes from the January 1996 full senate meeting were approved.

JOHN HAAK MADE THE FOLLOWING REMARKS

Recap of 1996 (see also handout)

Significant progress was made in 1996. The Library staff continued to provide service with aloha, made some specific advances and helped each other out during the difficult times; he has received much acknowledgment and support from Deans and students who endorsed reference services. The staffing and budget cuts were extreme but caused a reevaluation of library services and the first floor reference service was kept active.

It is important to continue to maintain the library as an instructional and community meeting space which fosters information seeking and is recognized as providing a window to internal collections and external electronic resources.

Hosting the AAS conference placed the library in the spotlight as important to Asian and Pacific Studies programs.

Hosting the Board of Directors of the UH Foundation annual meeting in the library provided the opportunity to cultivate an understanding of the role and importance of the library to the campus. Private funding will become more important in the future, the library needs to market itself to develop relationships so donors will give.

The serials usage study purpose is to make acquisition decisions from a knowledge base.

The UH campus 5-year fund raising campaign includes support for the library in 3 areas endowment of collections, staff development, information technology. 3% of other school and college fund raising will be earmarked for support of the library as well.

$120,000 came with the Matsunaga collection. Acquisition of the HSPA collection is important because it is of great interest to a large number of people in the community and helps dramatize why proper facilities are needed for archival collections and what the library can contribute to preservation of the living memory of Hawaii’s people and
Further acquisition of special archival collections is the future direction for, and reinforces the value of, the UH library.

The UHCARL System-wide colloquium will be continued on an annual basis. The colloquium provides feedback from the other sites and information from the CARL CEO.

Phase 3 has been a 12-year battle, E. Alison Kay helped by bringing the issue up at every Faculty Senate Executive Board meeting. DAGs just issued the Notice to Proceed to the architect (Dennis Saito) for the $36 million design phase of Phase 3.

$200,000 has been requested and listed in the Governor's budget for assessment and preplanning for renovation of Sinclair. The Space Planning Committee and the 3 Division Heads will work on the Phase 3 and SL renovation plans. There will be a library-wide meeting for all staff specifically about Phase 3 and SL renovation in the near future.

BOR approved a policy for providing (and charging) for microfilming and other preservation services through ESP.

JH has been discussing the future of the library, cost issues regarding periodicals and document delivery vs. subscriptions in his meetings with deans and department chairs. He has visited SOEST and Natural Sciences; Public Health and Tropical Agriculture are next.

Dossiers and letters in recent tenure and promotion documents demonstrate the usefulness and value of the library and portions of them might be used to write the history of the library.

Access services has increased by 50% the number of articles supplied to UnCover.

Some positions have still not be released to hire on, only the Head of Cataloging position has been released for permanent recruitment, other released positions may be filled by temporary hires.

**Possibility of faculty strike**

The library will stay open and maintain regular hours if there is a strike; a letter is being sent to all faculty telling them that if they decide to come to work during the strike they will have to sign in each day to make sure they get paid. No vacation leave will be granted during the strike, sick leave will be handled on an individual basis and reported to "the strike committee"; there will be no librarians declared "essential workers".

**Phase 3**

Funding for Phase 3 is in the Governor's budget and all signals are that it is going to happen. The Library must act as if construction is going to be underway in the near future. The Library will have to move very fast on the design process, input must be made before June or July. H3 and the Convention Center will be completed, so the state will need another major construction project. The expectation is that the project will go out to bid by this time next year. There will be consultations with departments and general library-wide meetings as appropriate. Preplanning for the Sinclair renovation is needed as a companion to Phase 3 planning. The expansion of AV Services and providing more electronic services are possibilities. A new issue of Ke
Kukini will be out next week on Phase 3, it will be used as a legislative prospectus.

**Library Strategic Plan** (see also handout)

The Library generalized strategic plan is finalized, departments and division heads are now working on more detailed plans which are due by March. Library Admin. expects to have to do a Biennium budget presentation to the UH President at that time and wants to incorporate the initiatives from the detailed plans. The UH Strategic Plan has been approved by the President and BOR and has hooks to the library in it which the library must now take advantage of these hooks. Funding will follow plans, it is up to the library to show how funds would be used. For instance, system wide replacement of dumb terminals by PCs will likely be requested.

**Budget**

According to an email from Carol Eastman, the President's office acknowledges the 1/2 million "I.O.U." as a funding priority. It is not likely that anything will come of it until after the Spring tuition figures are known. More and more non-staff costs are likely to have to come from tuition revenues in the future.

**Fund Raising**

States are not funding higher education as they used to. Fund raising is a major new endeavor for state universities. It involves establishing a need, cultivating donors. The Library's "Anonymous donors trust" just received a $30,000 distribution of funds, the total donated is now $57,000. There is an individual interested in setting up an estate with the library as beneficiary. JH wants an area in the library to demonstrate the value of our services to potential donors. UH and UH Foundation is hosting the ALADIN conference on Kauai in March. The library will have to write "case statements" to attract to donors to show the value of their contributions; one goal is to find endowments for key collections.

**CARL Contract**

The contract needed to be revised to settle the original contract from 1991 and add new language and delivery dates before 1998 because that is when Ward, Becky and Trish's contract with Knight Ridder ends. Automation vendors are no longer developing everything on their own; CARL has a larger number of Public Library clients so they are not investing their resources in writing specialized programs such as Materials Booking for Academic libraries. In the new contract, the requirements to create and deliver a G&E, an ILL/External Services and a Materials Booking module were traded in exchange for CARL providing the hardware (separate VAX computer) for a Medianet standalone materials booking system and Web server equipment. The Library will be moving to Webcat in the near future, and to having patrons do more of the work via the Web.

SUMO (Subsidized UnMediated Ordering) of documents from UnCover was added to contract. It will be put in place as an experimental pilot program this spring to be evaluated at the end of the semester; the Library is not committing to providing it forever. The University of Kansas and others are pleased with the service. Serials rising costs tend to drive out support for other collections and Universities are looking at subsidized delivery as a way to balance against increasing subscription costs; they are finding that $100,000 worth of subscriptions = $10,000 worth of article delivery. February is the target for putting SUMO in place, Ted Koppel will come out to do special programming.
CJK - CARL is waiting for the UNICODE issue to be settled before proceeding with this contract requirement.

Reorganization

A number of plans and analyses are at the departmental level and have not been presented to Admin. yet. The normal review process will be followed. There are a lot of things to wrap up, and the library will proceed as best it can. On the issue of filling open positions, it is not known what the situation will be. The library should plan to work with what it has now.

Vicky Lebbin gave a presentation with analysis and recommendation for Dept. Heads, of her communication study to Library Admin. yesterday and will give a presentation to the Dept. Head Group "soon" and then eventually a brown bag to all staff. The issues of training and development opportunities for staff and training of new staff were included in her presentation.

QUESTIONS

AM session

The UH Strategic Plan really only specifically mentions the library twice, how will the library be taken into consideration as the plan is implemented?

JH feels that the UH Admin. and BOR recognize the importance and needs of the library. The Biennium book budget request is for 4 million plus 10% for next 2 years.

Support for professional development, esp. travel funding has been damaged in the current budget, what is happening with that? [also asked at PM session]

JH wants to build up private funding for faculty travel, he thinks the restrictions on G funded travel will disappear eventually, in meantime will have to work on getting more grant funding for travel. The political climate won't allow G funded travel now.

PM session

SUMO - will Ariel delivery be an option?
Per Ward Shaw - they're looking at it.

The new philosophy that Access is more important than Acquisition puts additional stress on DNS and Access Services -- these departments will need more support.

Having patrons doing more of the work (renewing books, placing holds, etc.) will mean additional staff won't be needed and existing staff can concentrate on other aspects of the work. Diane Nahl will be setting up a test environment to test the new Knight-Ridder search and full text delivery interface.

Hawn/Pac is not moving to Phase 3 in the latest downsized plans - while they sit under a leaking roof. What will save Hawn/Pac from a disaster if they can't move into the new building? Shouldn't there be some rethinking of what moves to the new building?

Repair of the roof is the first step, apparently the roof is still under warranty from the
original contract. JH will follow up.

Will there be additional major budget cuts this spring?  
JH hasn't heard that.

When will tuition figures be in?  
No earlier than 6 weeks after beginning of semester.

Endowments and donations - what is the process?  
Depends. Some endowments are restricted. The UH Foundation does the soliciting of donors. ARL has received an endowment for support of SE Asian collections and UHM hopes to be included as a recipient.

Respectfully submitted,
Martha Chantiny
LSEB Secretary