

**Advisory Group for Research Services and Scholarly Resources
(AGRSSR)
Minutes
November 10, 2008
Library West Conference Room, 429**

Members Present: Joe Aufmuth, Denise Bennett, Steve Carrico, Tom Caswell, Robena Cornwell, Michele Crump, Michelle Foss (for Angela Mott), Sam Huang, , Ann Lindell, Peter McKay, Marilyn Ochoa, Bobbie Parker, Patrick Reakes, Dan Reboussin, Judy Russell, Betsy Simpson, Christopher Vallandingham, Carl Van Ness and Ben Walker

Members Absent: John Ingram (Chair), Beth Layton, and Angela Mott

Guest: Jack Waters

1. Approval of September 10, 2008 and October 10, 2008 Minutes

The minutes were approved and can be posted.

2. Development Update – S. Huang

- An invitation will be sent out to all library staff to encourage donations later this afternoon. There are two different ways library staff can contribute to support the library.
 - payroll deduction
 - personal check
- The Development Office is preparing for the Howe Society Holiday Fundraising Event at John Ingram's home. If anyone is interested, let Judy or Sam know and an invitation will be sent to you.
- Paul Robell (UF Foundation President) will be retiring in 4 years. The Library Development Office would like to create a library endowment as soon as possible, so when he announces his formal retirement, individuals will be able to make contributions to the library in his name. J. Russell & S. Huang met with him last Saturday, and the proposal has not been rejected.
- Thomas Woodell has arranged a meeting for P. McKay, S. Huang & J. Russell to go to Houston, Texas to talk about the virtual library. There is no specific date for this yet, but it has been suggested that we go down to L1's spring meeting – but we don't want to mix with the scholarships.
- A thank you luncheon for current UF Staff/Faculty library donors will be held on November 17, 2008. The Leadership Board will be sponsor this event and will be speaking at the luncheon.
- Update on brochures: The Library Development Office continues to work on brochures for the different subject areas.
- Bess de Farber is available to work with everyone in coming up with grant proposals. She is working with DLC, trying to make a proposal. Make an appointment with her, or have her come to a staff meeting, if you're interested in finding out how she can help.

3. Review/expansion of budge spreadsheets – Jack Waters

Graph is shown of totals only. (Ask J. Waters for a copy of the spread sheets). There were questions about how budget allocations were determined to come up with the budget that fit the

amount of available money that was loaded in September. We needed to come up with a budget that was as equitable as possible given all traditions we'd face this year. The total budget is \$7,895,310.00.

Two rounds of reallocations have been done. In the first round the focus was on print formats to determine what would happen if there was a 15% cut. Archive resources and costs that are not necessary directly linked to acquiring material in a single physical year like preservation costs & memberships were not touched in the first round of reallocations. \$529,000 stayed the same in both reallocations. P. McKay provided the data starting with the initial allocations and then the proposed reductions, based on information collected by all the collection managers.

Electronic resources and print were brought into the second round of reallocation in all areas. During this process, a new reporting and budget model was being created, isolating all electronic resources by academic circle.

For the first time ever in doing these budgets Library Acquisitions had to derive the amount spent on electronic resources (shown in a graph). Peter McKay reviewed the 07-08 electronic resources expenditures and what will need to be distributed in 08-09. The 08-09 estimated electronic resources budget figure was derived by using data from the electronic resources tracker data base assuming an approximate 5% increase. Over 60% of the library's budget is invested in electronic resources.

(shows another graph to show what he's talking about)

Second phase, additional reductions in the amount of \$170,000 had to be made, including electronic, as well as, print. As a result of the changes the electronic resources distribution went down to \$62,000 from the first reallocation. Print went down another \$115,000, serials went down another \$26,000, records formats \$8960 and approvals went down \$42,810.

Questions/Comments

- Question – When we did the Blackwell deal, was there an expectation on their part that there would be a certain number for approvals? Answer – No, it is very flexible on their end.
- Question - Are we still moving towards looking at the different circles. Answer – We'd like to, because it lines up the budgets with the structure of the organization.
- It is very helpful to the Library Leadership Board and University Libraries Committee to see the information presented in the pie charts because of how much easier it is to understand due to the huge amount of data represented.
- Unless there are radical changes in budget structure it won't be as much work going forward. We need to make sure everything balances out.
- Some old graphs were reviewed that showed how the electronic resources has grown over the years.

4. Budget – J. Russell

Update: There is a deans meeting later this week, and budget is one of the topics.

10% cuts by Government Agency's. Campus is getting cut 10%. The past two years the governor has asked for plans for 5% and 10% reductions. It's not too early to start thinking about the "what ifs" in case there are significant cuts. The dean will be asking the UF Administration for some sort of advance reading to see if the libraries will be protected again going forward, the expected answer is that if UF is not sure how deep the cuts will be, they won't be sure if the libraries can be protected. Since the library was protected last year, hopefully that is a good sign that the library will be protected again this year, yet it is still early to know for sure. If the acquisitions budget is cut by 10%, the library may have to cut resources that patrons depend on.

Question: The State Library may be cutting the First Search service, what have you heard? Judy has not heard anything about this, yet the rumor has been going around. FLA has been paying for First Search and the UF Libraries have been getting it from the State Library. The UF Libraries may have to cut this service, because we cannot afford it. At this point, there has been no decision from the State Library.

Judy Russell suggested Steve Carrico provide her with something explaining that the library has x many dollars of renewals coming up at x time, so she can present it to the Provost, so that he is aware that the library's flexibility is reduced. In conversations that the deans in general have been having regarding the university budget cuts the same type of discussions have gone on. Given the contractual obligations to employees, if there were deep budget cuts that involved any type of layoffs, the effects would not be seen for over a year. Salary savings in vacant positions & filled positions won't save money immediately; however, the savings would be seen in the following fiscal year – but the library still has to take the bulk of cuts to stay in this year's budget and that year's budget will have to come out of discretionary spending which goes back to acquisitions and operational expenses. All of this is still theoretical; however, as a group the library does need to think about it.

Other updates:

The TIPS money comes up periodically; this is the money the library is receiving from the tuition increase from the professional schools, totaling \$500,000 of recurring funds. There has been controversy over these funds; some other entities on campus question why the Smathers Libraries is getting this money over other entities on campus. Tara Cataldo has lead an initiative with a variety of individuals from Smathers Libraries the Health Science Center Library and the Law Library to look at priorities for collaborative spending. The recommended list has gone to health & law, and no response to date. Due to the controversy associated with this money the Smathers Libraries has been asked by the provost to present him with a plan for how the TIPS money will be spent.. We should have a decision regarding these funds shortly however.

An update was provided about prior discussions regarding digitization priorities. 75% of the operating expenses of the Digital Library Center are committed to grants, which means of their capacity that only 25% is available for the library's internal non-granted funded projects. Laurie Taylor has been assisting in the development of a template to use as a web form. When the draft template is available, Judy Russell will circulate it to Library Council for feedback. After that, the template will be completed for each of the digitization issues-whether they've already been submitted to DLC or if it's something new. Submissions will then be reviewed at an AGRSSR meeting.

Questions/Comments:

How do you want the mini-grants applications to go through the template in terms of their scanning? Answer: We'll probably need to put in a template on one of the faces for the prioritization of where the mini-grants so there is a funding source.

5. LC Call Number Selector List - Bobbie

Currently Preservation is working on the brittle book project and preservation so it is very important the selector list is kept up-to-date. Previously Barbara Gunderson has kept up with the list, Kathy would like to have a list with one person responsible for it, web accessible and updated regularly. Denise Bennett has already sent in the science selector list, and it is very helpful and it very much appreciated. There is no need for a Dewey list, but a regularly updated LC list is needed so Preservation can keep track of who should be coming in to review the materials that we have. Steve Carrico is going to review what Paul ????? is doing to see if that can be used.

6. Call Number Range Searching

This is a non-issue right now, but the update is that FCLA has been fine tuning the call number tables in their data warehouse that allow add-hock reports on collection counts to be run. About three weeks go; Donna Elsberry said that add-hock reports that had a parameter that had a class number with a decimal point were not able to be run. In fact, the way of thinking is that yes it can be done.

7. Electronic Books pilot project with Blackwell

The library currently has a trial that is going on until the end of this month. Feedback is needed from selectors.

Each eBook aggregators have totally different set ups, and what is offered is different by publishers. The library is trying to find out which one best serves everyone. A lot of academic libraries have more then one and so does Smathers Libraries, Below is a list of the ones currently used:

- Net Library
- Books247
- Springer
- Elsevier

There has been talk with Springer, where they were to offer us a six month trial of about 12,000 eBooks across all disciplines to all academic libraries across Florida. The terms of the trial are still being negotiated to make sure that if the trial is successful, the library will be able to afford it. A Webinar is scheduled for November 19th which will demonstrate the platform and the content; it will also alert everyone to the procedure for signing up for the trial assuming that the trial is accepted. Judy Russell will send out more information on how to sign up for the Webinar. The concern is that the library is able to utilize the content in each eBooks provider.

8. CRL records in test Endeca/Mango location

The library has been working towards having the CRL records put into the catalog, there are 1.3 million & they'll represent about 31% of the library's catalog (this is currently in test). A link can be sent to show how to navigate to look at these records in test. Out of 1.3 million, there are approximately 46,000 duplicate records that UF already owns. Met with Endeca communications committee group to discuss what should be done about the duplications and the feeling overall is that they should just be removed to eliminate confusion.

<http://testcat.fcla.edu/crl/ux.jsp>

The library currently pays \$49,000 for CRL membership. Judy Russell believes it would be better to expose those records to see if the library is getting the most for the money. Deans from other libraries think that it's a good idea as well. There are no expiration dates on how long a user can have records checked out.