

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

Members Present: Joe Aufmuth, Denise Bennett, Steve Carrico, Michelle Foss (for Angela Mott), Sam Huang, Beth Layton, Ann Lindell, Peter McKay, Marilyn Ochoa, Robert Parker, Patrick Reakes, Dan Reboussin, Betsy Simpson, Christopher Vallandingham, Carl Van Ness and Ben Walker

Members Absent: Robena Cornwell, Michele Crump, John Ingram (Chair), Angela Mott

Guest: Jason Fleming

1. Development Report

Bess de Farber is now on board as the Library Grants Manager. AGRSSR members were encouraged to solicit her help with grants.

Sam Huang met with Billy Donovan and asked him to create a \$150,000 endowment. Mr. Donovan has not yet provided Sam with a response.

Sam Huang has worked with the University of Florida Foundation to get an analysis of the characteristics of library donors. The following characteristics were noted:

- 4,230 UF alumni support the library
- 6,923 individuals donors
- 188 corporate donors
- 48 community fund or foundation donors
- 46 other organization donors
- Total 7,205 library donors

Samuel Huang and Alicia Antone are currently reviewing the 7,205 donors to identify the average dollar amount donated. Donors who have given at least \$7,000 to the library will become their target solicitation pool. Sam noted that only 2% of donors are UFF or UF employees.

A library faculty/staff donor recognition luncheon is planned for November 18th, 11:30a-1:30p. All faculty/staff that donated to the library over the past year will be invited. An official invitation should be sent in the near future. It was noted, there are currently 30 library faculty/staff donors out of 250 library faculty/staff.

Sam has been working with the UF Registrar's Office. As a result, every May and December he will receive a list containing the names of honor program graduates. Sam is going to contact the parents of the graduates and ask them to purchase a book (\$100) in honor of their graduate. Sam thanked Jason Fleming and Betsy Simpson for their help with creating the virtual book plate.

The various library departmental capital campaign statements are still being reviewed.

2. New 360 Link that is replacing SFX

360 Link was purchased by UF (not FCLA) in July 2008 primarily due to Rich Bennett's appointment to Head of Special & Area Studies Collections which resulted in a need to consolidate e-resources management tools. The library was using SFX and Serial Solutions. Serial Solutions was being used as a shadow system. Changes entered into one had to be transferred to the other in order to maintain both knowledge bases. 360 Link allows all of the serials information to be entered into

one location. Currently in SFX patrons are taken to a long list. With [360 Link](#) patrons will be taken to the first entry that the library considers to be a good resource and links to full text will be provided. The order that the databases are prioritized in can be provided to library subject specialist to examine in order determine if they want to change what database is provided to the patron. Christian Poehlmann can be contacted for the list. 360 Link was demonstrated to the Electronic Resource Management Committee (ERMC) in July. It was tested by the ERMC and e-resources staff throughout July and August. Some modifications were made to the interface; a link to Interlibrary Loan and the catalog were incorporated.

The University of Florida Alumni Association and the library has purchased two databases (Academic Index & Business Complete) that Friends of the Library members and Alumni Association members will be able to access freely. It is not clear how 360 Link will interact with alumni off campus. This will be assessed; however, how these databases will be accessed is being considered during planning for the new homepage design.

3. Brittle Book Program Policies

AGRSSR members were reminded to distribute the [draft brittle book program policies](#) drafted by the [Brittle Book Taskforce](#) to their respective areas. The draft policies were distributed at the last AGRSSR meeting with a request for feedback. To date, Cathy Martyniak has not received any feedback.

4. Electronic Books pilot project with Blackwell

Blackwell is integrating electronic books into their book selling operations. They have two platforms; ebrary & EBL. Ebrary is more affordable because if \$3000 worth of ebooks are purchased during the year the \$1500 platform fee will be waived. Peter McKay asked that this topic be placed on the AGRSSR agenda to assess the possibility of using funds generated by distance learning to purchase ebooks relevant to distance learning. Last spring there was over \$40,000 in distance learning funds. Selectors would be able to select individual books, preselected grouping of books or a combination of both. Books would be accessed through Blackwell's platform but owned by the library. The annual platform fee is not known. Marked records for the ebooks can be provided.

In the sciences, the preference is to use ebooks directly on the publisher's platforms, i.e. on Elsevier, Springer, Wiley, etc., because so many users by pass the catalog and go directly to the publisher and the users will want the availability through that platform. As a result, sciences may not want to get heavy into the ebrary selections.

One of the positive aspects of ebrary is that selectors can select individual titles in the collection manager database. At present that is not possible.

Sam has suggested including an ebook package wish list in the next Library News. Steve Carrico will send Sam information on ebook packages, as well as, try to give Sam data on ebook usage. Packages should be reviewed to determine if the library already has the title through some other ebook vender, such as, Net Library before listed for possible purchase.

A trial with ebrary is being arranged. AGRSSR members were asked to look at the trial in terms of platform and content in order to make a recommendation at the next AGRSSR meeting.

5. Materials Budget Formulas

Steve Carrico and Peter McKay have been reviewing budget allocation methods. In reviewing the library's budget architecture it was determined the current architecture does not align with library reorganization. Two stages are being recommended:

Stage 1 – Align material budgets with the new organizational structure

The current fund organization is comprised of nine Circles:

1. Architecture / Fine Arts
2. Area Studies
3. Director's Contingency (Interdisciplinary)
4. General
5. Humanities
6. Science
7. Social Science
8. Special Collections
9. Support

The proposed fund organization would be comprised of seven Circles or Budget Centers:

1. Departmental Branches*
2. Interdisciplinary**
3. Library West: Humanities*
4. Library West: Social Sciences*
5. Sciences*
6. Special & Area Studies*
7. Technology & Support Services***

*As with the Circles currently, these Budget Centers would have a separate E-Resources fund.

** Interdisciplinary would include expenditures for E-Resources that support research for multiple subject disciplines (e.g. large packages, such as, Elsevier)

*** Includes things such as SOLINET, shelf ready, preservation, CRL Membership, etc.

Additional details about the budget centers noted in Stage 1 proposal are available at http://www.uflib.ufl.edu/committees/AGRSSR/agenda08/stage_1_mat_bud_realign_draft.pdf

Stage 2 – Design a materials budget allocation formula

Setting goals of a new allocation formula:

- Needs to be a standardized, regulated and studied process
- Should reflect the university's degreed programs, departments and research strengths
- Is fair to all circles or subject disciplines and incorporates the type and cost of the resources required for research in those areas
- Begins with FY 09/10

Building an allocation formula:

- Selection criteria (examples):
 - Usage or circulation of materials in a discipline
 - Degrees awarded by college
 - Degreed programs by college
 - Research Centers
 - Publishing costs by discipline
 - Existing collection strengths or weaknesses
 - Existing collection emphasis (as defined by collection policy)
 - Faculty FTE by college
 - ILL by discipline
 - Dependence of discipline on library (subjective but can include survey feedback, user stats, focus groups, etc.)
 - Potential or existing research and grant funding
 - Need to support new programs or new research

- Student FTE by college (undergrads, master's, Ph.D. programs)
 - Existence of Special Collections or specialized collections
- Create a matrix: allocation criteria are given various weights of importance by assigning numerical values. The criteria in the matrix can be fixed: the matrix can employ a ranking scale within an area or subject; the matrix can assign percentages of the allocation to circles, areas, and subjects; or the matrix can apply a combination of scale and percentages.
 - Allows for the Interdisciplinary E-Resources fund that expends sixty percent of the materials budget.

Steve Carrico is going to work with Jack Waters to determine how/where funds have been spent over the past 3-5 years, as well as, the format purchased.

It was noted that the amount of money left after commitments to electronic resources and support services are made is not very large.

Steve and Peter are hoping to have a new matrix developed by the beginning of the 2009-2010 fiscal year.

AGRSSR members were asked to review Stage 1 & Stage 2 and provide Steve Carrico and Peter McKay with feedback. The below suggestions were mentioned during the meeting:

- If possible the matrix should include an allocation of how the eresources are splitting out by discipline so the total going to disciplines can be seen. Without this the allocation data may be understated in some disciplines and overstated in others. Steve noted this may be difficult to accomplish.
- Add language to the "Setting Goals of a New Allocation Formula" section in reference to flexibility.
- Add a fifth bullet to the "Setting Goals of a New Allocation Formula" labeled, "Look at University Priorities."

6. Reporting of public service and instruction statistics

A call will be distributed next week for instructional statistics. Lela Lynch in Library Administration is now responsible for collecting instructional and public service statistics.

Is there still an Instruction Committee? An AGRSSR committee member, who was a member of that committee, stated that committee has not met in a couple years. The status of that committee is not clear.

7. Budget

There is not any new budget news from the UF Administration. There does seem to be a general expectation that there will be some type of legislative session in Tallahassee after the election to look at the overall state budget and the latest projections. At this point, as far as Judy knows, there will not be any further rescissions passed down to any of the colleges by President Machen this year.

A suggestion was made to add columns to the budget spreadsheet to reflect the stages in between the initial July 1st allocation and the current totals. Jack Waters should be invited to the next meeting to present how changes in allocations are reflected in the spreadsheets he creates. Training classes by Jack Waters might be helpful to individuals to learn how to better use the spreadsheets he maintains and the data available in ALEPH. Steve will ask Jack to attend the next AGRSSR meeting.

8. Virtual bookplate

Below is an example to illustrate new virtual bookplate:

- Donor gives Dynamical Theory of X-ray Diffraction in honor of Chris Jimison, Class of 2003.
- Development Office notifies Tech Services staff (see local procedure <http://www.uflib.ufl.edu/alephpro/catmet/donorguide.html>; a macro is used to facilitate data input)
- Development Office directs donor to the Development Web site to search the catalog (see search box at bottom of left frame at <http://www.uflib.ufl.edu/admin/giving/index.htm>). The search box is configured to search the donor facet. Donors may also search the entire catalog but the search will be less precise.
- Results list includes the bib record with a clickable link "Gift in honor of Chris A. Jimison, Class of 2003" generated from the holding record.
- Donor clicks on link to view the virtual bookplate (plans are underway to update the image with color; it is also possible to utilize a variety of images)

A suggestion was made to create a specific bookplate for individual endowments.

Betsy noted that direction is needed as to what type of retrospective work should be completed in relations to book plates.

9. Other

Library Web Page

What role will AGRSSR play in the library web page redesign? Library Administration is waiting on information from Tom Minton. Once that information is received it will be brought forward to AGRSSR. The Emerging Technologies Group held its first meeting yesterday and its first course of action will be to look at the library web page.

Brochures

Judy Russell circulated a brochure created by the University of Florida Foundation, Inc. about the George A. Smathers Libraries. The brochure is being used as a fundraising tool for the Florida Tomorrow: Capital Campaign Initiative. Additional copies are available and can be requested through Library Administration.