

**Library Council
Minutes
July 26, 2007
Library West Conference Room, 429**

Members in Attendance: Shelley Arlen, Joe Aufmuth (for Jan Swanbeck), Steve Carrico, Pam Cenzer, Will Chaney, Bill Covey, Michele Crump, Jim Cusick, Lori Driscoll, Carol Drum, LeiLani Freund, Erich Kesse, Brian Keith, Cathy Martyniak, Judy Russell, Carol Turner

Absent: John Ingram, Brian Keith, Betsy Simpson, Jan Swanbeck

1. Approval of May 24, 2007 minutes - all

The [May 24, 2007](#) minutes were approved.

2. Hiring Freeze and Budget Cuts

Hiring Freeze:

UF has implemented a hiring freeze. Although the freeze was implemented the library was able to receive exemption to fill several positions; however, hiring for the following positions has been deferred, the search canceled or the search will not be initiated:

Search deferred:

Chair, Marston Science Library
Chair, Special and Area Studies
Director for Public Services

Open search canceled:

Chair, Special and Area Studies
Engineering Librarian
Technical Support and Training Librarian

Search will not be initiated:

Business Services Officer
Head, Monographs Unit
Head, Database Maintenance Unit
Training and Development Officer

This process resulted in approximately \$500,000 in salary savings. Were told once the budget is complete and have identified what projected spending will be for the year based on the reduced budget then any positions we request permission to fill should be granted so long as we can affirm there is money in the library budget.

Judy Russell received an email from Provost Janie Fouke last week with two different numbers for a budget goal, one higher than the other. Although it wasn't stated unequivocally it was implied the library would be able to deal with the lower of the two numbers. Judy responded, asking for clarification if the library should be planning the budget around the higher cut with the idea that sometime later in the year the library might get some money back. She

also asked if the new figure for the amount the library needed to cut was in addition to the \$500,000 already saved from the hiring freeze or if that \$500,000 was included within that goal. Judy has not received a response. The higher of the two numbers was approx \$1 million. Departments have been told to plan spending at 4% less than last year for recurring expenses. Funds for purchases, materials acquisitions, travel, etc. should be released based on the 4% reduction. It is possible there will be another legislative comparable cut next year so that should be considered and departments should plan conservatively.

OPS Budget:

Should probably plan based on a 4% decrease.

Professional Development Travel:

Funding will most likely be comparable to what was actually expended last year minus any money expended that will now be categorized as Official Business travel. Bill is currently conducting the analysis. Approximately, \$10,000 was unspent. There were approximately 40 trips scheduled and not taken. Bill is going to assess how much of this is caused by planning a year of travel in the first month. The goal is not to curtail but to balance; however, the Professional Development travel budget will not be increased due to budget cuts across the board.

Special Projects:

Some carry forward money will be looked at for how to use to continue projects even with budget cut, i.e. ILL project last year.

Market Equity Increase:

The library hopes to be able to disperse some portion; however, it is unlikely the entire 2nd half will be dispersed. Although this is not the best news it is important to remember library staff did extraordinarily well in respect to the rest of the university last year and that the portion already received is the biggest increase library staff have received since 1985.

3. Aleph v18 Upgrade and Endeca Rollout

Aleph v18

The Aleph v18 upgrade is planned for this weekend. FCLA is asking Tier 1 institutions not to roll out Endeca with Aleph.

Endeca

Load test went well. Slow downs were reported toward the middle of the test but FCLA provided a lengthy explanation and feel confident about being able to fix the problem. The Endeca committee was hoping to go live August 13th; however, because of issues would like to consider waiting until August 20th. Issues surround the patron empowerment feature not communicating with Aleph. LeiLani Freund will try to get more specific information about this in the Endeca conference call this afternoon.

The browse feature is being added back.

Judy offered to ask other SUL Institutions to participate in the next load test.

4. Storage Facility Proposal

At the May CSUL meeting the members agreed to seek funding to construct a high density storage facility to be used by all the state institutions.

Janie Fouke presented the general idea to the Chancellor, Mark Rosenberg and he seemed to be in favor of the idea. Judy Russell is trying to get specific information from the CSUL Directors, the Florida State Library and The Florida State Law Library to optimize size of the facility. Judy is hoping to have a draft proposal by early next week. The proposed facility would be used to house materials currently in ALF and then ALF would be renovated to also be a high density facility for UF Libraries.

Assessments are also being made about how much of material housed in the proposed facility could be distributed digitally. A state wide delivery system for print materials would have to be assessed.

As planning moves ahead for the HD facility and renovation of ALF, Jim Cusick suggested the library open up a channel of communication at UF about archives and manuscripts. Our collection is the largest repository in Florida next the State Archives. Planning ahead is essential, if UF's collection of archives and manuscripts is going to continue to grow. Jim Cusick suggested a UF Archivist be involved in planning the proposed high density facility.

Non typical materials (art, maps, documents, etc) will also be taken into consideration when planning the HD facility.

5. Strategic Planning

The Library Strategic Planning process was discussed. It is hoped this process will help to determine what the libraries' priorities should be, what the libraries' resources are and need to be, and also provide a focus for the Library Capital Campaign.

The following suggestions were made:

- determine (ASAP) the institutions individual colleges what to be competitive with
- try to have key questions included on course surveys
- survey at graduation
- share approach with Rebecca Nagy
- make sure smaller programs on campus are not left behind in planning process
- establish a working group of the cultural centers on campus
- survey graduates

Additional suggestions are welcome. Please feel free to email or call Judy.

Details about the library strategic planning process are available at http://www.uflib.ufl.edu/pio/strategic_plan/

6. **Other**

Gaming

Laurie Taylor wants to explore how students are approaching gaming, the social networks created by gaming and how we can incorporate what is learned from gaming and social networking into the library. She is currently planning two sessions to allow library staff members to explore/play games to learn how they work and learn how the networks are built, etc. Laurie will be available to answer questions during these sessions.

Second Life

Sara Gonzalez is exploring the possibility of creating a UF Second Life Library.

Library Reorganization

Rumors are going around about library reorganization. Judy noted recent retirements do provide the opportunity to reevaluate if the current structure is correct; however, no reorganization decision will be made prior to the strategic planning process.