

## AISAC Draft MINUTES

**RE:** Academic Information Services Advisory Committee ([AISAC](#)) Meeting

**DATE:** January 26, 2012

### MEMBER ATTENDANCE:

**PRESENT:** Matthew Frank, Mollie Freier, Marsha Lucas, Nancy Maas, Judith Puncochar, Neil Russell, Maya Sen, Bao Truong, Darlene Walch (ex officio)

**ABSENT:** Kenneth Mullins (excused)

**GUESTS:** Douglas Black (Collection Development Librarian)

**QUORUM:** Yes (8 of 9)

**CALL TO ORDER:** 9:08 A.M.

**ADJOURNED:** 10:23 A.M.

- I. Call to Order by Chair Marsha Lucas
  - a. Welcome to Douglas Black
  
- II. Presentation by Douglas Black
  - a. Budget has been heavily influenced by inflation of electronic materials costs (about 5%); electronic serials have eaten almost all the remaining budget, with money taken from books to cover ongoing costs.
  - b. Relatively few companies (e.g., Wiley, Gale, Elsevier, Springer, and EBSCO) provide many of the electronic serials, having acquired or merged with other publishers/vendors.
  - c. Publishers often sell access to titles in large bundles when a library might want only a few, but the individual subscription costs exceed the cost of the bundles.
  - d. Some titles and packages are core resources for a university or are required for department or program accreditation.
  - e. Trend toward electronic materials is not necessarily bad (e.g., storage space, convenience, and flexibility in management of information resources to support changing curricula).
  - f. Book Checkouts by LC Class indicates general subjects of books used. The Library is trying to move toward managing the collections by use, taking into account the collections of other libraries, applying the zero use list (materials not checked out or used in-house in 10 years), and determining the cost savings of withdrawing zero use books (by some estimates, keeping books on the shelves costs \$1/book/year in indirect overhead). Withdrawn materials are sent to Better World Books, and the library gets a percentage of everything they sell, instead of attempting to manage sales in-house. Problems include Michigan law on disposing of state property and staff costs involved in selling books for market value. Some libraries sell withdrawn materials at \$1 for hardbacks and 50 cents for paperbacks. However, with faculty involvement about shaping what is on the shelf, the result can be an appearance of a conflict of interest when books are sold to faculty at minimal cost. Through Better World Books, library gets a proportion of the sale amount; last year the library got back about twice the amount of money expected.

- g. Pressure from students, faculty, and administrators alike for reducing book collections assists in the improvement and reallocation of library space.
- h. Undergraduates proportionally are the biggest users of the physical collection, representing 56% of the library's 33,483 book checkouts in FY11. 16% of checkouts were for MeLCat (Michigan's statewide cooperative borrowing system), and 12% were for faculty. Analyzing usage by department would conflict with maintaining patron confidentiality.
- i. E-formats do not necessarily take to illustration well.
- j. Students do like the paper copies for reading and holding in their hands, but e-formats for convenient access.
- k. About 600 books are lost or go missing every year. The library does NOT get repaid for all of the lost and missing books.
- l. The building is being used, and the space is in demand as a library; in addition to book checkouts, conference/study rooms and lockers were checked out 6,922 times in FY11.
- m. The library needs fiscal help to continue providing information resources. By shifting funds to alternate material formats with lower inflation rates, the library managed to trim overall inflation from 5.8% to 4.95% from FY09 to FY12. The library also implemented a small acquisitions budget cut for FY12, but costs continue to rise annually.
- n. If no change in the library's budget, the library will have to cut \$40,000 worth of electronic resources for FY14, and another 5% every year thereafter. Overall, libraries in this condition are becoming less and less "adequate."
- o. Changes at the state level influence NMU library costs; the Library of Michigan contracts with database vendors for statewide access. In FY12, the state dropped some databases heavily used here, so our library has to pay for continued access.
- p. Total materials expenditure for FY12 is \$822,000.
- q. NMU library budget is low in comparison to other university libraries.
- r. NMU expenditures for library materials are \$277.95/FTE student--second lowest of all public universities in Michigan. The average is \$505.88. [NB: The figures reported in the minutes are more recent figures than Douglas originally reported during the meeting.]
- s. As an aside, the AISAC posited use of the AAUP Statistician for getting library information to the greatest number of faculty efficiently, but the statistician for the AAUP is in the process of changing. Also, the Academic Senate does not deal with financial issues or recommendations regarding financial situation.
- t. Trying to centralize software acquisitions raises same issues as electronic resources (e.g., accreditations and accreditation evaluations are shifting their focus from what do you own to what do you have access to).
- u. Can the Library track the number of hits by vendors? One goal for the library in 2012 is to come up with a useful set of statistics for each electronic database or journal package, in order to assess cost of use.
- v. Conclusion - What kind of help can AISAC give?
  1. Need to generate broader awareness in departments and faculty on what library acquisitions and investment costs are necessary to support, sustain, and increase in library resources.
  2. Library resources are closely tied to Scholarly Resource Assessments (SRA) - what people need for their research.

- (1) The CUP application has an item on Library Resources. Responding that “Library resources are adequate” is NOT always based on actually checking with the library.
- (2) SRAs are related to the contract and might not be a sustainable method for predicting or influencing future library resources.
3. AISAC representatives are on GPC and CUP to report to AISAC for changes in library resources when courses are modified. A statement such as, “Library resources are inadequate,” on CUP and GPC proposals and/or on lists of library materials needed might help the library gain funds necessary to support changes in the curricula.
4. Need help from the university
5. Each department has a liaison librarian assigned. Let’s take a fresh look at resources needed for courses (e.g., books, journals, media materials).
6. AISAC could give an advisory report to the Academic Senate.
7. Information could be shared on the College Advisory Councils (CAC).
8. TLAC is another avenue for communication.

III. Approval of Agenda

- a. By consensus

IV. Approval of Minutes of September 9, 2011

- a. Postponed

V. Approval of Minutes of December 9, 2011

- a. Postponed

VI. Informational

- a. The AISAC extends appreciation for Collection Development Librarian Douglas Black’s excellent presentation and his willingness to provide excellent editing of today’s minutes and digital copies of his handouts!
- b. Handouts presented at today’s meeting are available on the Share Drive with today’s meeting date 1-26-2012 in the document titles.

VII. Adjourn

- a. Motion by Neil and seconded by Maya at 10:23 A.M.

Respectfully submitted,

Judy Puncochar, AISAC Secretary