

**UNIVERSITY LIBRARIES COMMITTEE**  
**Minutes of the Meeting**  
**Friday, October 14<sup>th</sup>, 2005**

**Present:** Thomas Charlton, Chair; Johnathan Gajdos; Ed Gillan; Jessica Jensen-Arnold; Pat Kenner; Deborah Schoenfelder; Si-Chi Chin; Carl Orgren, Emeritus Faculty Council liaison; Pat Cain, Vice Provost

**Staff:** Nancy L. Baker, University Librarian; Ed Shreeves, Director, Collections & Content Development; Kelly Avant, Secretary

**Absent:** Maria Barbosa; John Fuller; Syang-Chen Suen

---

I. The meeting was called to order at 1:30 PM and members introduced themselves.

II. **Approval of Minutes**

Kenner motioned to accept the September 16<sup>th</sup> minutes; minutes were accepted.

III. **Faculty Senate Resolution on Scholarly Publishing**

Jensen-Arnold moved to approve the revised resolution and it was accepted. Charlton will send the resolution to the Faculty Senate president and also to the Staff Council president, as Kenner reminded the Committee that she and Jensen-Arnold are representatives from that Council.

IV. **Branch Libraries**

The Committee is charged to "Hold joint meetings at least once a year with representatives of various departmental and divisional library committees in order to understand their needs for library services." Avant had compiled information showing that some of the branch librarians sit on departmental or college committees or have a relationship with the chair of a department, while some do not have committees at all or the committee is inactive. While in the past, there may have been individual issues from each branch, this seems to be less prevalent anymore.

Charlton asked the Committee how they should go about meeting their charge in communicating with the branches. Kenner asked if there was anything the Committee could do to administer the branches, and Baker said there was not, but it is helpful to have Committee members from areas that have their own branch. Cain suggested that maybe issues will come out of the self study that is being done.

To clarify how the branches are administered, Baker explained the Hardin Library director reports to her, while the 10 branches report to the public services director. There are no outside University or community members that are consulted on how to administer the Libraries. The Libraries' Development Advisory Board focuses on fund raising only. Baker said there are other unaffiliated libraries around the campus, and we do work with the Law Library and the Curriculum Lab.

Charlton proposed inviting branch librarians to meet with the Committee. He will invite those with similar interests to future meetings.

V. **New Business**

- A. Avant learned from the President's Office that several of the Charter Committees have websites; Charlton asked the Committee if they should have a website also. It was agreed that the key is to keep the site up to date with current information. It will have meeting agendas, minutes, and final reports, and will be a place to post documents if needed. It was suggested to add member e-mails so that if someone has a question to ask a member, it will be easy for them to click and send.

**Action.** The web site was approved by the Committee; Libraries Administration will maintain the site ([www.lib.uiowa.edu/admin/ULC](http://www.lib.uiowa.edu/admin/ULC)). Avant will get the website linked off the ULC charter committee home page and investigate if the link can go in the University's A-Z listing.

- B. Orgren asked for an update on the storage facility. Cain said there is a preliminary study being done, and there are ongoing discussions on site selection. Charlton asked how materials will be selected to go to storage. Baker said things they will look at will include circulation and trends to determine lower use materials, and for journals, if it is available electronically, the print may go into storage. Some of the materials currently in our basement storage would stay, as they have high use. Shreeves has a task force working on these issues, and when they get more specific recommendations, they will bring it to the Committee for discussion. The task force will be talking to other institutions about staffing and problems with retrieving uncataloged items, such as government documents which are classified under the SuDocs system, which are not in InfoHawk.

Cain asked if the Law Library is being brought into the discussion on what is sent to storage; Baker has not talked with them yet, but assumes we may share a staff person at the facility. When asked about retrieval, Baker said that most libraries can fill a request within 24 hours, but this can depend on where the facility is located. It is unknown at this time how many staff the facility may need, though Baker estimates perhaps 2 staff with student help.

- C. Kenner asked if the Libraries are getting requests for items that are not typically bought by research libraries, such as videogames and other forms of media. Baker and Shreeves said they were unaware of any such requests. Shreeves said that we do currently collect some popular culture because people do study that; these materials include graphic novels, films, TV shows, and popular literature. Shreeves noted that we are buying a lot more media than we used to. What may change in the future is how it is delivered.
- D. Baker mentioned the sesquicentennial events which will take place November 3. There will be a campus party in the afternoon, followed by Mark Edmundson speaking at 7:00 PM in Shambaugh.

Baker also mentioned that Clifford Lynch of CNI (Coalition for Networked Information) will be coming November 30 to talk about institutional repositories. ITS will notify ULC members of his schedule.

VI. **Adjourned at 2:24 PM**