

University Committee on Libraries  
November 5, 2004

The meeting was called to order at 7:30 a.m. at Café DeGrasta by Chairman David Smith. Also in attendance were Craig Barbolla, Susan Blum, Wesley Calvert, Agnes Ostafin, Charles Rosenberg, Andrew Sommese, Marsha Stevenson, John Weber, Gordon Wishon, Jennifer Younger, guests David Jenkins and Parker Ladwig, and secretary Melodie Eiteljorge.

The minutes of the meeting of September 29, 2004 were approved with an amendment.

Chair's Report: Smith reported that the committee's annual report has been submitted. We will append it to the minutes of this meeting. The report includes a link to the library website on the library materials budget.

Smith also encouraged committee members to contribute to the minutes when they are sent out in draft format so that we can more fully capture all details of the meeting.

Director's Report: As reported at the last meeting, student printing in the Hesburgh Library is now part of the campus-wide quota system. We discussed the possibility of increasing quotas on a course by course basis upon request. Wishon reported that the policy has been adjusted to accommodate this. At the committee's request, he will make sure this policy is communicated to the University community.

Younger reported that the Advisory Council for University Libraries met on October 21-23. David Smith joined them for one of the dinners. Much of the meeting focused on the new campaign. The Libraries' goals in the campaign are primarily: 1) money for information services and resources, and 2) the Hesburgh Library renovation.

For the new campaign, we are representing ourselves as the Hesburgh Library, which is intended to cover all of the libraries. The committee suggested using Hesburgh Libraries or the Hesburgh Library System in order to convey the inclusion of the branch libraries.

Younger circulated a new brochure, "The Libraries at Notre Dame". She thanked Marsha Stevenson, who was instrumental in putting together the brochure.

Weber noted that the College of Business has done a great job of promoting programs and services through a series of publications, with the help of professional designers. Younger responded that we are in the process of giving a facelift to our Access

newsletter and that Advancement Officer Kathy Blackstead is also working with external designers.

Younger reported that the Libraries are conducting a survey to evaluate the role electronic journals play in faculty research and teaching activities, with the hope of gaining a better understanding of how these needs can best be served in an environment of declining budgets. They believe that the members of the University Committee on Libraries (UCL) are in an especially good position to give needed input. The survey includes 14 questions and will take approximately 30 minutes to complete. A request for participation will go out via email to the committee with a link to the survey.

Younger also congratulated chairman David Smith on being elected a fellow of the American Psychological Association (APA).

Library Task Force Update: Younger distributed copies of data prepared by the Libraries at the request of the task force. Charts were included for: Monograph & Serials Purchase Trends, Volume Counts for Top 20 Private Universities, Materials Expenditures for Top 20 Private Universities, and Acquisitions Allocations by College FY 2003-04. UCL members pointed out that there are additional factors that are not always reflected in statistics, including overhead for grants, materials purchased in one discipline but also used by people from other disciplines, and any additional capitalization of faculty by the colleges.

Younger noted that David Jenkins and Parker Ladwig had been invited to discuss the methodology used by the Libraries' Collection Development Committee (CDC) for analyzing packages over the summer. In order to cover their report, two agenda items were deferred: an update on the work of the Communications Working Group and UCL's presence on the web.

Jenkins and Ladwig distributed an overview The Methodology for Analyzing the Packages with the following outline:

The purpose: Maximizing use while minimizing cost.

Primary Factors:

- 1) Subscription cost outside the package (50% higher)
- 2) Use as measured by full-text downloads (full year statistics)
- 3) Cost per use

Key Assumptions:

- 1) Target for amount to be saved.
- 2) Commercial document delivery cost including the library's labor
- 3) Number of downloads to generate one mediated document delivery request

A spreadsheet followed, titled "Sample of the Analysis for the 972 Journals in the Kluwer/Springer Package"

Problems with the Methodology:

- 1) Using downloads as the only measure of use.
- 2) Determining the savings target.
- 3) Estimating the document delivery cost.
- 4) Estimating the ratio of downloads to document delivery requests.

Other Problems Discovered by the Library Collection Development Committee:

- 1) It is very labor intensive to:
  - cancel the package
  - re-subscribe to a new list of titles
  - maintain a list determined by cost/use
  - change our minds and re-instate the package.
- 2) The structure of the package could change (e.g., Springer and Kluwer merged in fall 2004).
- 3) We would be re-allocating resources based on cost/use.

There was a discussion of this report. Weber stated that it is a good analysis, but he requested more transparency in the decision calculus. He asked how similar is our analysis to the factors being considered by other university libraries.

Younger noted that we were fortunate to have received funding from the provost so that we did not have to cancel the packages during the summer. However, the work of the committee was useful, and the same question will be coming up this spring.

In regard to estimating the ratio of downloads to document delivery requests, committee members pointed out other factors that may affect the outcome, such as the ease with which a request that does not result in an online article can be sent to interlibrary loan. Some of this may be related to the structure of the website. The committee will discuss this further at a future meeting.

The meeting adjourned at 9:05 a.m.

Respectfully submitted,

Melodie Eiteljorge  
Secretary