

**University Libraries Committee
Minutes
August 24, 2010**

Members Present: Reggie Frye, Judy Russell, Isabel Silver, Brenda Smith, Vern Kisling, Diane Bruxvoort

Members Absent: Ellie Bushhousen, Terry Harpold, Guenther Hochhaus, Leda Kobizar, David Leavitt, Mary Thigpen

I Minutes Approval - Brenda

April 2010 minutes were approved

II Welcome New Members – Brenda/Judy

Rick Donnelly, College of Law

III "Search for Meaning" for the Upcoming Year

- Brenda will contact members who did not show up to see if they would be able to make the next meeting on Thursday, September 23, 2010.
- Judy suggested that the committee could take charge of some areas like they did last year with "Open Access".
- Received the faculty list so that the library can reach out and welcome new faculty.
- It was suggested to ask each member (if they were all present today) why they listed the library as one of their preferences for services at the UF to see if we could find any neutral consensus. Judy thought it might be helpful.
- Discussed having an ULC social event for after hours to have more members get involved. It could be in room 1-A around 5:30pm-7:00pm. We can do activities to help learn more about each other.
- It was suggested taking a portion of the ULC meeting where people from the different branches of the library could talk about their area for about 5-10 minutes.
- We are missing faculty and students at the ULC meeting. Judy will find out when the students will be attending. Committee members are chosen by: 1) preference, 2) areas needed and 3) volunteers.
 - Ideas on reasons members are not showing up: 1) Conflict with class times. 2) Membership is voluntary.
 - Ideas on ways to increase attendance: 1) Hold meeting during breakfast or lunch with food. 2) Do a doodle pole on what times would be good for the members. 3) Teleconferencing in room 1-A could be another way to help members attend

the ULC meeting. 4) Letting members know if something comes up that another person can take their place.

- Brenda thought ULC would help her learn more about library resources so that she could help her students regarding the library. Other members have stated that they have learned more about the library by being on the ULC.
- Judy and Cecilia had finished a report and sent it to the provost and the senior vice-president on integration one year later. It will be sent to the Health Science Center Library (HSCL) advisory committee, ULC, all the Deans at the Health Science Center (HSC) and anyone else who would want it.
- ULC needs to make sure the library is meeting the needs of the students and faculty on and off campus including having a link on the Sakai network.
- The HSCL has a librarian (Mary Edwards) for distance education who is dedicated to off-campus students.
- Judy recently went to a Deans Responsibility Center Management (RCM) meeting. RCM discussed issues to be addressed to make things run smoother like having more transparency and having an effective budget process.

IV Dean's Updates - Judy Russell

Budget – See attachment

- Judy passed out a copy of the final budget statement closing out last year. In reviewing the spreadsheet Judy went over these points:
 - \$10.9 million for materials and spent \$10.5 million
 - Getting the endowment broadened
 - Lost book money “Revolving Income”
- HSC got more money for integration. It is keeping a separate set of records. Details on the web site.
- No report for July. Flat budget. Provost added \$500,000 for materials. Some of the money went to the Smathers Library and the HSCL.
- Anticipated higher loss from people retiring, but only took a \$225,000 reduction. Our net loss for salary was about \$500,000.

RCM- It usually gets about \$80,000 a year with most of it going to the HSL Distance Learning Fund. It did not receive the money from 2009-2010. Judy talked to provost and RCM will get the money.

Two jump start positions - 1) Clinical Research Librarian will start this August. 2) Scholarly Communications Librarian - The 1st interviewee was outstanding. She is interested in coming here. The 2nd interviewee will be here tomorrow. By next week the library will be able to make a decision and offer.

New Cuban history librarian hired at the College of Liberal Arts. Her spouse will be starting at the HSCL. He just completed his library degree. Both are excited to be working in the libraries.

Merritt pay increase. More than 96% of the staff got raises: 1% raise for achieving, 3% raise for above average and 5% raise for exceeding. We got permission to use 1% of staff money for the 1, 3 and 5. We received \$177,000 from the University and added \$20,000 to it. The faculty used the methodology from the past: 67% of the faculty got those raises; primary got 4% and 3% exceeds got 6%. People seemed to be happy. The next financial report will be out next week.

There is a new authority under the legislation that past this year. Now the Board of Governors will decide on the fees charged by Universities. A library fee is being discussed to go with the tuition fee. Other Universities charge around \$10 hour library fee. We are thinking about charging only \$5 hour library fee. This will bring around \$5 - \$6 million dollars for the library.

RCM: Because of the raises, there ended up being cuts to most of the colleges. Judy went to a Dean's retreat last week and the RCM meeting this week and a number of issues were addressed:

Endowment Fund - There needs to be more transparency with the spendable endowment income. The endowment fund cannot be used to pay taxes. We need to be forthright and honest with the donors. This will also affect the taxes on research spending for grants like training grants. The money for the taxes will have to come from somewhere else. In addition, conference registration fees are adding an 11% tax on conference rooms. This needs to be looked at and simplified.

Professional Tuition Differential - 80% to the school and 20% to the University at large. The original intention of the RCM was that income would go to colleges who generated student credit hours and they would pay the taxes and under RCM all the increase tuition money would go to the strategic fund. Now they are talking about giving 30%-40% of the tuition increase this year back into the colleges and only putting 60%-70% into the strategic fund.

Auxiliaries – Example: Butterfly Rain Forest – It charges admission and the money goes into an auxiliary account. It was being taxed and as a result of it the Butterfly Rain Forest was going to go broke by February. There might be programs like this in the library that may need to be reexamined.

- Main Issues
 - The RCM transparency has been lost.
 - Not predictable. The original intent has been changed.
 - RCM is working retrospectively for 18 months to determine money. So the bill for this year is from what was spent in the last 18 months. The time delay causes a problem when paying off the expense. The strategic fund could be used for this.
 - The tuition waivers still have fees.

Question: Brenda inquired about off book courses being taxed. Yes they are part of the library services.

This is a complicated budget system. Other colleges using this system have said it takes 2-3 years before it starts to run smoothly. The first year is rough. Some concerns are:

- How is it going to pay out?
- What our relations with other colleges will be in terms of perception of the taxes.
- Have not seen the bills yet.
- Not taxing research has been discussed over a year and has not been resolved.
- The taxing endowment is a new idea.
- Will not change budgets for colleges, but will change with the donors.

Personal Changes in the Library

- Diane will cover meetings for Judy if she is not able to make them.
- Chair of Library West- There are a lot of candidates, but most are not qualified.
- Rick Donnelly, College of Law
 - Kathy Price, the Associate Dean, will be taking early retirement. Rick will take her place until a new person is found. The committee will be interviewing two candidates for the position. The interim director position should be filled sometime this spring. It will overlap with Ricks retirement date in March.
- The law library reports independently to the College of Law, the library faculty tenure flows through the University library. The criteria for library faculty are the same for both. It is helpful to meet with candidates as they go through a process. Brian set up a ranking and pay scale and the College of Law adapted this same set up.

V Open Access - Isabel

Looked at the web site

Formed a new open access task force. Developed resources for the public, library users, and staff on the open access lib guide available on the library home page. One of the links goes to an open access brochure that contains information on the publishing fund. The publishing fund was just started July 1, 2010. There have been 3 applications which have all been approved. All together there have been 26 recipients pro-rated for open access. There are other resources on the web site like copyright, newsletter, health science and other policies. In addition, on the open access homepage you can see a subscription to BioMed Central which gives all UF authors an automatic 15% discount on their processing fees. There are a lot of activities planned for open access week. Judy suggested sending a reminder to the faculty. The staff guide tab is a great resource for the faculty and staff to use to promote open access. In late July, co-sponsored a scholarly communications workshop with Association of College Resource Libraries (ACRL) co-sponsor with FSU and came up with a list of needs from the librarians in the

State of Florida regarding open access. Judy is investigating with other top leaders in Florida on a collaborative event to see if we can take the lead on open access.

Looking into interviewing and hiring a Communications Librarian. When we hire someone, we will start drafting a policy for open access.

Judy talked about the pay for performance football challenge. Encouraging people to participate in this and pledges can go to the library of their chose.

VI Wrap-up/Future Agenda Topics