

## Minutes

### University of Tennessee Library Council Meeting

Nashville TN April 3, 2014

Attending: Chair Sandy Oelschlegel, Theresa Liedtka, Charles (Chuck) Julian, Tom Singarella, and Sandy Leach for Steve Smith

#### **Agenda items are in *italics*.**

*Review Minutes of December 2013 Conference Call Meeting*

#### **Old Business:**

*Review Goals for the UTLC 2013-14 and accomplishments*

- *Facilitate the process of setting up Master Agreements with Library vendors.*

Blake Reagan announced the 96<sup>th</sup> master agreement on 4/15/14. Tom asked how they determine priority order. Sandy L. described the process: Corey and Blake receive suggestions for master agreements from UT constituents, usually by email. They then have many proposals out for review by publishers, and those who express interest enter into contract review. When agreement can be reached, the provider is added to the webpage under "Library agreements": <http://treasurer.tennessee.edu/contracts/masteragreements/default.htm>

There is also a Master Agreement FAQ at the bottom of that page. There are still questions about "back end support" and how to determine who does it. It is now on a case by case volunteer basis. Although all are still learning how to employ the Master Agreements, and recognize that they do not help in all situations, there is general pleasure with the success of this initiative.

**To do:** Should the UTLC commemorate this success? **Chuck** volunteered to draft a resolution that we can consider putting on a plaque.

- *Facilitate meeting of the E-resources Group.*
- *Ensure that all library-related contracts in UT facilitate purchase for all libraries including TBR Libraries.*
- *Explore the collective purchase of E-Books.*

The UT and TBR E-Resources librarians will meet separately and together before TLA on April 30<sup>th</sup>. Blake Reagan will also attend, as will representatives of the TBR purchasing office. A top agenda item will be Elsevier. We would like to suggest that they also explore opportunities for the joint purchase of e-books. Theresa has been spending end of year money on careful selection of e-books from certain publishers, depending on the publishers' digital rights management policies. They are challenging to purchase because "the boundaries seem amorphous yet inflexible." Perhaps we should broaden our

request to the group to explore "collective purchase of e-resources, including databases, periodicals, and e-books."

- *Support Print Repository for Legacy Academic Journals Collections in concept and principle.*

The PARSSL project is moving ahead and UTLC has written a statement of support. David Atkins and Steve Smith from UTK are part of a state-wide group, (divided into public, public metro and academic libraries,) that is meeting to discuss the topic. A survey has been sent to UT and TBR Directors. A shared storage facility would free up huge amount of space for all libraries. Sometimes we need to spend money to save money. The group is talking to the state building commission about the value difference between constructing new footage versus re-purposing space.

#### *Review of other UTLC activities 2013-14*

- *Meeting with India Lane (Academic Affairs and Student Success) and UT Counsel and others to "broadly ensure that up to date information is available to UT faculty on an ongoing basis"*

The purpose of the call was discussion of copyright and fair use. This resulted in a review and re-endorsement of the Copyright, Fair Use and Open Access statement. The statement is lofty, and not operational except the last point....."inform the members....." Frank Lancaster (UT Council) noted the need for revision of fiscal policy 155 – "duplication and distribution of instructional materials." UTLC could market information about the revision and about the Georgia case where we are waiting on outcome of appeal. UTK and UTC no longer provide electronic reserves for faculty.

Since each campus environment is a little different, we are okay with the statement as is. We would like the UT system to get organized with more support for the campuses. Usually universities provide a stronger system presence and support.

Theresa said she would send to all the UTC statement that faculty are agreeing to conditions in regard to e-reserves and scanning submissions.

Appreciation was expressed for Steve's alert to UTLC of the recent "assistive technology" legislation.

- *UT Faculty Council meeting*
- *UT E- Resources Group request and response*

Sandy O attended the Faculty Council meeting. India Lane subsequently asked for a re-review of information on "central core databases" that may be of interest to all campuses. Katie Gohn and Charles Remy of UTC compiled the information and submitted it to Sandy O. It has not yet been shared with India. We would like to provide the information in accessible form: collapse the cost into ranges, edit library-jargon specifics. Tom noted that he thought there were problems with some of the numbers, but moreover, we think none of the options are viable.

Sandy O was asked to thank India, appreciating her interest, and that we profited from reviewing the information and getting scale and perspective. Describe again the challenges of gathering this data, including the considerable time and energy that goes into looking at options. Tell her we discussed the report and are determining next steps, including referring the report to the UT E-Resources librarians. Please query her on some questions we know the E-Resources folks will ask:

--What is the System 'directive' relevant to this exercise? What response does she want back from us?

--Is there central money to fund joint purchases? (Just checking, as we have consistently been told no.)

--Observe that it is difficult to find a "common core" that includes medical databases without unacceptable tradeoffs. Is there any help available (beyond that now offered by Purchasing) to help with working out these issues.

**To do: Sandy O** will contact India and she will draft an abridged summary report. Sandy will contact UT ER Group with next steps. Sandy will also direct UT ER Group to discuss Web of Science, which is due for renewal.

### ***New Business***

- *Goals for UTLC for 2014-2015*

It was decided that the 13-14 goals are still in progress and will serve as on-going goals.

- *Election of Secretary for 2014-2015 –Bylaws state*

*There shall be a Chair and a Secretary. Normally the Secretary shall become the Chair after the term as Secretary. The officers positions shall rotate yearly and shall begin and end with the new fiscal year, July 1. The Chair and Secretary shall be selected at the spring meeting of the UTLC. The officers shall serve without compensation.*

Steve Smith becomes Chair on July 1, 2014. Tom Singarella agreed to serve as Secretary, and will become chair July 1, 2015.

Secretary takes minutes and oversees uploads to the UTLC web site. Steve coordinates meeting arrangements.

**To do: Steve** has suggested that UTLC have the fall meeting around TennShare in Nashville. That date is Friday September 26<sup>th</sup>, so it was agreed that the UTLC will meet in the morning on 9/25; DataFest is in the afternoon. Jenifer Grady will help with arrangements if Steve contacts her.

## All-Campus Updates

### Tom

Gov. Haslam's budget was a big surprise, and it is surprising that TN is so far behind on tax collections, and no state increases will have troubling impact on campuses.

UTHSC LCME/SACS accreditations went well. SACS on-site visits will probably be in September. UTHSC is now spun off from UTK for SACS but the questions appear to be the same. The Library assisted the Provost's office with reviewing faculty credentials related to SACS submission.

For the last 3 years, inflation was covered, but not added to base. For 2013-14, \$200,000 recurring was added to base. Projecting a 5.5% publisher inflation for EBSCO, databases, domestic and international journals; the elephant in the room is Elsevier, which is now capped. Using tokens for Wiley articles has been a success. Tom projects \$80-90,000 inflation on collections - the tail that wags the dog – HSC is mostly collections and salaries, with less than \$50,000 in operating.

This year is the best budget Tom has ever had, probably related to the SACS accreditation study process. Tom has stated he was hoping to cover half the inflationary increase, although it may not be possible.

In personnel matters, Tom used a vacant position to create an Archivist Librarian. A consultant told them they had a distinguished special collections -- one of the 5 best historical medical collections in the mid-south, so the archivist will manage exhibits and fund raising, as well as expand the historical collection and investigate an institutional repository. Three areas have been restructured – access, reference and instruction, and electronic resources and collections. Duties of the communications position were redistributed, and the serials librarian morphed into web services librarian.

Library renovation started February 1 when the entire library moved into 6th floor space; the 3 floors below were gutted down to cinder blocks. Tom has had to make many decisions related to the library renovation design and construction. The bid and contract stated 4 months to completion, but he is expecting it to take much longer. He has many decisions to make on the selection and configuration of library furniture that will be replaced. When completed the library moves to 2, 3, 4 - then they renovate 5, and IT takes over 6th floor. Windows are anticipated to be a problem; walls and entrances will be different; compact shelving to come. There will be single centralized service desk library functions at the main library entrance.

In response to a request for 24/7 access from the medical students, the Chancellor's Office did a trial for 24/7 library access and hired an outside security guard for a couple of months; the test period showed overnight use by 6-7 students on average.

Tom is creating a discrete "Research Support Service" that will include things like systematic reviews, bibliometric method analysis, referral services, research impact analysis, and new library tools that might support research on his campus (e.g., open helix). The library wants to support the research effort in a meaningful and systematic way, and is soliciting input from the research community on how they

can better do so, including discussions with researchers and the Faculty Senate Research Committee. The library completed a successful embedded librarian program (e.g., nursing). They did a collection survey and heavy analysis of holdings. In order to prepare for the library renovation, they weeded >100 tons of print material (journals). The Collection Development Policy the library developed helped to inform and guide library collection efforts, including additions and cancellations. They better aligned their collections and resources with campus priorities and the mission of the university. The Wiley pay-per-view service increased access to over 800 biomedical journal titles. AccessMedicine added over 85 medical textbooks to the collection, and ClinicalKey expanded the e-journal and e-book collections significantly. They added the Joanna Briggs Institute – Evidence Based Practices collection-- widely regarded as one of the world's best collections of evidence-based information. They added nearly 350 e-book titles from the Doody's Core Titles – Essentials collection for the health sciences. When they began the project they only had access to 26% of the titles in this collection, and brought the library up to 95% access. They are using new EBSCO discovery search to find about 90% of their resources.

### **Sandy O**

Sandy distributed a very attractive Annual Report.

In mid-August Preston Library is relocating to the middle of the Heart Hospital, near the auditorium and main entrance, increasing from 8500 to 10500 square feet. In the new location they will expand on-site consumer health information to patients and the community. The new library will have more study space, an expanded computer lab with 10 workstations, a slightly larger conference room, and compact shelving. There will be 1 new faculty position for evenings and weekends, and 2 part time library associates 24 hours each. Currently they pay "rent" to the UT Medical Center, and the increased staffing will come from rent forgiveness, so there is no increase in budget overall. The hospital will be providing funding for the computers and the consumer level book collections as well. They are moving office furnishings, but everything else is new. The hospital is also taking care of housekeeping, maintenance, and security, as they do now.

There is a new web page in the new template and it was difficult to get the functionality they wanted. They no longer are able to edit themselves so they are using LibGuides more heavily.

Librarians Martha Earl and Cynthia Vaughn went to South Africa again to teach librarians how to provide consumer health services. Another grant of \$32,000 from NLM was used to develop a corporate partnership with Alcoa in order to promote the incorporate free NLM and NIH resources into the employee wellness program. A librarian was hired 30 hours per week for 1 year to accomplish the goals of the project.

Preston has started providing a new service by offering bedside delivery of health information. Patients are able to use the interactive television service in their rooms to send a health information request to the library. The library receives the alert, responds with a telephone call to determine the need, and delivers the packet of information to nurses' station, who deliver to the room.

PDQ reviews brought upgrades to 3 staff positions, and Michael Lindsay was promoted to associate professor. In budget news, Preston got increases for collections and staff.

The renovation project was fun.; preparing now for the change in service paradigm.

### **Chuck**

Expressed concern about the budget and the governor's free community college program. Each drop of 100 students enrolled equals \$1 million less for Martin.

Earleen Moore has retired after 20 years of service.

Chuck is reorganizing into teams for Support Services and User Services. The SACS QEP for Martin is on information literacy. They are working on a program, and are now teaching groups of 250 instead of 24. Trying to connect more to teaching/learning process.

Web page revisions are underway.

Working with campus IT, created a searchable database syllabus archive for the campus, which is currently being used internally by the library to analyze resource needs. It has been good for campus relations and is useful to liaisons.

### **Theresa**

Many changes in UTC Administration—new Chancellor, Provost, Development, Athletics.

Update on new library building: Expected to open in January 2015. Adjacent auditorium being built from the same funds. Total anticipated overage, for both building, is about \$2 million dollars. Unspent Library Fee money will be used to contribute to the deficit.

It was proposed by Tom to have the spring 2015 UTLC meeting in Chattanooga.

New Web Page uses "OU campus" software; there were compromises but the Library has full editorial control.

Library Reorganization is underway. A volunteer task force worked on it, so there is little angst.

- Collections (Core Processing, Special Collections, ILL)
- Research (Circulation, Commons/Reference, Instruction, Studio)
- Administration (IT, Budget, Personnel, Assessment, Outreach)

Budget – no permanent funds to base, one time addition of \$75k for inflation. Due to lack of base funding, the Library Fee is reducing each year and will be expended in about 2.5 years, spent about 150k in one-time purchases (e-books and journal backfiles). UTC Library compared to Aspirational and TN 4 year peers ranks 20 out of 22 in Library spending per FTE student.

Collections - couple of big deals: Elsevier, T/F, Sage, Wiley, last year ILL was higher than UTK.

Personnel - Online Services Librarian in recruitment (replacement), in the past year hired a Digital Archivist; Health Science Librarian (converted from a staff position), Outreach/Assessment, Studio (former Instruction position). Budget request in for new evening/weekend positions in the new building; UTC Library compared to Aspirational and TN 4 year peers ranks 21 out of 22 in Library staff per FTE student.

### **Sandy L**

UTK libraries have been undergoing lots of assessment. We are nearly done with reporting for SACS-COC reaccreditation, we have just received a report from our Academic Program Review (an assessment every 10 years through the Provost's Office using external reviewers), and we are preparing a report for our annual Academic Planning meeting with the Provost and her senior staff. An upside is that the data and information in these reports can be repurposed once gathered and written.

Steve and David Atkins have been working with a statewide group on PARSSL. Bonnie and others will update us at the TBR meeting this afternoon.

The Library Fee is in its second year at \$10/semester. It brings in about \$500,000 and is used for collections, 24 hour operation and student assistants.

We have purchased a new integrated library system, replacing the backend system Aleph with Alma and we are bringing up the Primo Central front end discovery service.

Steve has arranged for a Licensing Workshop conducted by Greenberg Associates for all UT and TBR librarians on May 20<sup>th</sup>. It will also be webcast, but cannot be archived.

Renovations in Hodges continue. A new Music Library in the Natalie Haslam Music Center opened in the Fall.

Minutes submitted by Sandy Leach April 17, 2014

Revised April 30, 2014