

**Virginia Commonwealth University
VCU Libraries Advisory Committee**

**4th Floor Conference Room, James Branch Cabell Library
April 18, 2014**

Minutes

Attending

Matt Browning, David Burton, Corey Davis (chair), Kathy Kreutzer, Whitney Newcomb, Peter Nguyen, Faye Prichard, Jeanne Schlesinger, AJ Shriar, Carolyn White

Absent with notice

Lisa Brown, Jose Dula, Les Harrison

Absent

Meredith Baines, Gerald Miller, Lisa Phipps, Carolyn Song

Staff: Jeanne Hammer, Teresa Knott, John Ulmschneider, Pam Fraga (recording secretary)

Guest: Alice Campbell (VCU Libraries)

Business

Review and approval of agenda

The agenda was approved as presented.

Review and approval of minutes from March 2014

The minutes were approved as presented.

Mr. Ulmschneider informed the Committee that per customary practice of the Committee, there would be no meeting in May unless an urgent business need emerged. The next meeting will be in September, 2014.

Investment plan for student library fee, 2014-15 plus 2015-16 and beyond - handouts

Mr. Ulmschneider began his report by saying that thus far it looks like the proposed student fee will be adopted. The budget sent to the Board of Visitors for their April meeting included a \$25 per student, per semester library fee. The final meeting of the BOV is May 7th and until then, there is no guarantee that the fee will be adopted, but the fact that the proposed budget includes it makes adoption more likely.

Included in the handouts is a list of suggested talking points about this fee to help educate students and faculty. The Committee was encouraged to talk to students at any opportunity to help them understand and be aware of the proposed fee and what the funds generated from the fee would cover.

Mr. Ulmschneider explained how library fee monies, if provided, would be available beginning in July 2014. The investment plan for the fee income includes:

- Equipment and furnishings for the new library building for student use. Mr. Ulmschneider noted that HEETF funds could cover some of the equipment costs if the student fee is not approved, but HEETF cannot cover furniture costs.

- One time operational expenses and start-up expenses for the new building, such as longer hours in all facilities and stronger security for the new space.
- Beginning in summer 2015, personnel to operate and program the new building and sustain hours.

For the 2nd year, the library fee will cover primarily staff and services, which would include the extended hours and increased instructional services.

None of the funds realized from the student library fee will go towards research or collections; all of it would be used to meet student needs. Right now budget constraints hinder the fulfillment of the vision of VCU Libraries, but if the student fee is passed, it will allow VCU Libraries to move toward the quantitative benchmarks of ARL and make it possible to apply for membership in the spring of 2016.

Library building hours academic year 2014-15 – handouts

Ms. Knott distributed two handouts: one with building hours at TML if the library fee is approved, and one that assumes the library fee is not approved. Longer hours will be implemented beginning summer 2014 if the library fee is implemented, with more hours during the week and on Sunday. Teresa noted that she will be meeting with the MCV SGA to explain the hours and the fee.

Mr. Ulmschneider said that the handout proposes basically the same hours at JBC as last semester.

The Committee voted unanimously to endorse the hours as presented.

Proposed HEETF/STF request for FY2014-15

Ms. Hammer began the report by noting that there is no actual request at this time. VCU Libraries is gathering information and preparing a report to go forward next month to the Provost's office. She said that in general, the largest portion of the request will be funding to replace 4 and 5 year old computers for student use. Departments have been requested to submit their requests as well. These include digital media, scanners, laptops, and upgrades to the conference rooms, as well as staff computers in service areas. There have been several meetings with CLUAC and MCV students and most students have been supportive and were, in fact, in favor of things that might save funds.

No endorsement was requested at this time from VLAC.

Reports and Discussion

The Academy: a new low-volume, high-relevance blog specifically for VCU faculty – handouts

Startup of Ithaka Local Faculty Survey: results so far

Mr. Ulmschneider said that these two items were so closely related that he would cover them together. The Academy blog thus far was primarily about the Ithaka Survey; a copy of the blog contents was provided as a handout. The Ithaka Survey is being extended to three weeks from two and thus far has a 14% response rate, which is a positive response.

University Archives policy: status and next steps

Mr. Ulmschneider said that VCU Libraries is still waiting for the University Council's approval. Once that is achieved, the policy will go into effect immediately.

Construction update for new Monroe park Campus building

Ms. Hammer told the Committee that while a great deal of work has already been done, most of it is not

readily visible yet. Construction has focused on installing new utility feeds and air handlers, creating a construction zone, installing a new cooling tower, preparing new office spaces on the first and third floors, removal of pre-cast, foundational work, and the like. Most visible construction will begin this summer and will include a new temporary loading dock.

Mr. Ulmschneider called attention to the promotional pieces for programs in the handout packets. He encouraged people to attend the Sanger Series event on April 29th, featuring renowned authority on open access Dr. John Willinsky. Ms. Knott said that another opportunity had been added to that day's events, a special meeting with editors. She then asked those present to forward to her names and contact information for editors in their fields and departments so she could personally invite them.

Demo: Freedom Now project

Alice Campbell with the Special Collections and Archives Department at VCU Libraries briefed the Committee about a project focusing on the closing of schools in Prince Edward County in the early 1960's. Photographers working for the Farmville police in summer 1963 during the protests against school closings took photographs of protestors, and these photographs have now been digitized and placed online. Ms. Campbell showed how she and others have developed a way for the general public to provide feedback on the pictures, and in particular to identify faces and locations that appear in them. There have been some notable successes so far, and Alice and her team have been able to contact some of the people in the pictures to get their stories. The photos and their captions have embedded links to other pertinent data related to the pictures. This project will become an important resource for schools and social media. It is accessible from the VCU Libraries main web page.

Ms. Knott reminded the Committee that there is a major exhibit launching on April 25, "Through the Looking Glass", a study in bio-medical engineering.

Seeing no urgent business, Dr. Davis said that the next meeting will be in September and he wished his colleagues a good summer.

The meeting adjourned at 3:10 pm.