

Minutes  
University Library Committee  
October 17, 2007

**Members Present:** S. Allen, L. Bryan, R. Carpenter, C. Gissendanner, S. Meyer, C. Michaelides, L. Sloan, R. Stevens, R. Zehnder, and Dean Smith

**Members Absent:** D. Davis (excused), V. Eaton (excused), and B. Ricks (excused)

**Item 1 - Call to Order: 3:30 PM**

**Item 2 - The minutes from the September 19, 2007 meeting were approved with 3 minor changes to wording.**

**Item 3 – Dean Smith’s Report**

The interview process to fill the Special Collections position has begun. There are two candidates at present. The position could be filled by 01-01-2008.

The ‘Go Print’ software is now in use in the library computer labs. It limits students’ printing to 150 pages per week (campus wide). The limit of 150 was suggested as appropriate for all students with the possible exception of master’s and doctoral candidates.

There have been eight Focus Group meetings this semester. Most colleges were well represented. The College of Business meeting had one attendee. No representatives came to the College of Pharmacy meeting. Despite two e-mails to the SGA, no representatives were available to attend meetings. Dean Smith will compile this semester’s responses with those obtained during summer Focus Groups and disseminate to committee members.

There seems to be little awareness of money available to departments for books. Information has been sent to department heads regarding available funds; however, it may not be reaching the faculty. Dean Smith will forward this information to committee members next week.

The ULM library’s home page has a student survey. Responses have been limited to approximately 1-2 per week.

Two spreadsheets regarding the Book Allocation Formula for 2007 – 2008 were distributed to members for discussion. The first was based on the traditional model of allocating \$1000.00 to each department with remaining money based on SCHs and number of graduate programs.

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The second model proposed distributing money based on credit hours and graduate programs. A third model was proposed to consider distributing money by 1/3 to each of three categories: number of majors, SCHs, and number of master's candidates. Dean Smith will create a new spreadsheet to illustrate distribution of money using the proposed formula.

The Book Allocation Fund is primarily to purchase materials related to research interests of faculty and students. There is an approval plan already in place for obtaining needed general materials for each department.

Faculty who want to determine if previously ordered books are available can use the 'New Books' heading of the catalog.

#### **Item 4 – Focus Group Questions**

In addition to the questions posed at Focus Group meetings held during summer and fall 2007 semesters, a survey was conducted within the library. This survey was in two forms: pen and paper as well as via the Library's website.

With regard to the Board of Regents requirement for computer and information literacy, it was discussed that the computer literacy component was being met; however, the component related to information literacy is not being formally addressed at this time. ULM librarians are available for teaching as requested by faculty. A question was posed regarding the possibility of combining QEP with information commons and information literacy.

**The meeting was adjourned at 4:30 PM.**

Respectfully submitted,

Sarah Hayes Allen

ULC Member

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