Present: Michael Galchinsky, Cynthia Hollaway-Owens, Charlene Hurt, Philo Hutcheson (chair), Zhongshan Li, Ramona Matthews, Michael Vaughn.

Approval of Minutes
April 18, 2001 and September 6, 2001 minutes were approved as amended.

Materials Budget
C. Hurt developed a document entitled “Pullen Library’s Materials Budget – A Discussion of Procedures”, which will be distributed to the Deans. C. Hurt indicated that the development of this document reminded her of the complexity of the budget allocation process. P. Hutcheson said that he’s been on SLAC since 1993 and the allocation procedures seem to always be a concern. M. Vaughn stated that the procedure document was a good idea. He was unaware of how much thought went into the process. M. Galchinsky says the document helps de-mystify the process for non-Library faculty. He also stated that it was good that program changes were one of the consideration factors for allocation. An example he provided is the new offering of Jewish Studies at Georgia State University. C. Hurt wasn’t aware of the new program offering and indicated that this is an example of why it was important to have communications open between the Deans and the University Librarian.

C. Hurt will make an appointment with each Dean to discuss the procedures and provide a copy of the materials budget document. Distribution will also be made to the book chairs. P. Hutcheson agreed that providing a copy to the book chairs was a good idea. M. Galchinsky was glad to see that the formula wasn’t the only criteria used. There was discussion on how to capture the needs of researchers not covered. Book chairs could convey this information to the Library. Another vehicle would be the use of the Library liaisons to reach these researchers. M. Galchinsky recommended adding language to the document stating special support be provided for faculty research in areas not covered by curriculum.

R. Matthews suggested providing a visual, graphic presentation of the process in addition to the printed document. She indicated that the document is clear but that a visual would assist in the communication. C. Hurt indicated that a visual presentation of the process would be developed. It was noted that the second footnote should include the date and page number in the citation. P. Hutcheson recommends that all SLAC members share the final product with their faculty members.

A motion was made and seconded for the approval of the “Pullen Library’s Materials Budget – A Discussion of Procedures” pending the changes and with the addition of a chart of the process. The motion carried.

Book Chairs Meeting
P. Hutcheson indicated that he enjoyed the meeting. It was informative and he especially appreciated getting an opportunity to sit with a Library member after the meeting and learning about specialized forms of searching. M. Vaughn says a book chairs meeting would be good to have annually. C. Hurt guaranteed that this would be an annual event. P. Hutcheson said that the distribution of the allocation of book funds in addition to YBP was helpful. C. Hurt handed out copies. M. Vaughn recommended that if there is dissatisfaction with the books coming in through YBP, faculty should contact their liaison. C. Hurt indicated that most books are pre-cataloged; currently, we don’t receive them pre-labeled but that may change in the future.
C. Hurt provided information on the budget cuts and the impact on the Library. There’s a 2½ % cut for this fiscal year and a projected 5% for next fiscal year. The Library has been supplementing the book budget with salary savings from vacant positions. This is less of a possibility this year. The Library is classified as an administrative unit for budgeting purposes; therefore, we expect a larger hit percentage-wise. M. Vaughn thinks the Library should be part of the teaching faculty. C. Hurt indicated that Ron Henry, Provost, supports the Library but FACP has voted otherwise. If SLAC instructs him to do so, P. Hutcheson indicated he would speak to FACP and raise the issue of the Library being treated as an academic unit instead of administrative. C. Hurt indicated that another issue is the $900,000 contingency funds promised the Library every year. Portions of the allocations are based on these funds.

M. Galchinsky wanted clarification on the approval plan and allocation. C. Hurt stated that the approval plan budget is driven by the market and is usually opposite of the serials budget.

Discussion of an Article from the George Street Journal Entitled “Library sees red over rising journal prices"

C. Hurt provided SLAC member with a handout that dramatized what’s occurring to library budgets everywhere. The handout showed rising costs for electronic resources. The costs are per year costs and Pullen purchases most of the resources illustrated. They are expensive and not all are provided by for-profit publishers. Professional organizations are almost as guilty as the professional publishers in increasing the cost. C. Hurt indicated that the Library was currently negotiating the renewal of the Elsevier contract. It’s a difficult negotiation because it’s a five-institution consortia agreement. We could cancel the paper copy and save 8.5% but some full-text electronic copies may not necessarily have all the graphics and there are times when the pagination is off. P. Hutcheson says it’s important for faculty to understand that this is not a controllable process. C. Hurt will provide additional web links similar to the handout to anyone who wants them.

P. Hutcheson plans to meet with the Provost within the next week to thank the Provost for his support of the Library. C. Hurt indicated that we could cancel titles with Elsevier if a program is discontinued or de-emphasized; however, the request to cancel titles must come from the institution.

Dissertation Project

Dissertations are currently being stored in Special Collections (LS8) and Alumni Hall. C. Hurt stated that the Library, per SLAC’s request, researched the possibility of digitizing dissertations. The Library set aside $23,000 of salary savings for the project. In researching, we found that the digitized dissertations would be on CD ROM with no guarantees for refreshing the data. Pullen’s Archivist recommended against this process since there were no guarantees. And it didn’t make sense to go through with it if we still had to maintain two copies of the dissertations. C. Hurt is looking forward to working with the VP for Research on future electronic submissions.

NetLibrary is going out of business if they can’t find a buyer for the company. OCLC is an escrow agent, and if NetLibrary does go out of business, OCLC will receive the books on CD ROM. Software is needed for access.

Other

C. Hurt announced that Library South re-opened this past Sunday, October 21st, with no interruptions in service. It was a flawless move. Access to the bridge will be on the third floor only for crossing between the buildings. No furniture allowed on the bridge for the time being. Chris Hughes with GSU’s Facilities Design & Construction has been asked to consult with a structural engineer to ensure safety while crossing the bridge. The projected end date for the project is August 16, 2002. Ear protection gear will be provided to
staff working in LS and earplugs will be made available to any patron that requests them. Additionally, headphones that block out background noises will be used for stations in the Media Center. C. Hurt indicated that staff has been magnificent. P. Hutcheson will take the acknowledgement resolution passed by SLAC to the executive committee of the University Senate.

C. Hurt provided an update on Pullen’s Master Plan: Going well; waiting on the Architects’ summary/renderings prior to having public meetings. Structural engineer gave the okay for compact shelving and some are projected for Library North.

M. Vaughn wanted to know if anything should be said about journal cancellations. C. Hurt indicated that this is a yearlong project and part of the process is to identify whether or not there’s duplication and will patrons’ needs be met with an electronic only format. Journals in support of interdisciplinary studies are the more complex decisions. P. Hutcheson said it would be helpful if we could show the tier-usage of journals. C. Hurt indicated that the Library is working on this but it is not currently available. The Collection Development Department Head will report on the progress of this project at a future SLAC meeting. There is a lot less duplication today than six months ago; cancellation of microfilm was the first choice.

The meeting was adjourned at 12:45 pm. The next meeting is scheduled for November 28th, 2:00pm in the LAO Conference Room, Library South 7th floor.

Carmen Newton
Library Human Resources Officer
Recorder