Present: Charlene Hurt, Ralph LaRossa and Mona Matthews.

Approval of Minutes: November 13, 2003 were approved as distributed.

Meeting Updates: Mona gave updates from the following meetings:

- UFAC:
  Data is being analyzed from student evaluations collected this summer and fall.

  Committee of Chairs:
  An amendment to approve voting by email will be sent to the Senate.
  The date of the March 4th Senate Meeting has been changed to February 13th.
  The Subcommittee of Budget Priorities has passed the recommendations and now forwarded them to FAC-P.

Library Updates: Charlene gave the following report:

  Web Site: Scholarly Communication
  Charlene presented a draft copy of her letter to university faculty informing them of the library's decision to convert to e-journals (if they meet a set of criteria) and to purchase books on a "paper-preferred" basis. To provide information about issues, crises, and changes in scholarly communication, we have created a website accessible at http://www.library.gsu.edu/scholarlycomm/. Charlene also encourages faculty to help support a wider range of scholarly communication venues by not signing away their copyright. The group discussed the advantages and rules for retaining copyright.

  Budget Issues
  The Provost presented his FY 2005 Pro Forma Budget Plan at the January 14th FAC-P meeting for approval. The requests, a series of six proposals for new monies, will be presented at the next Board of Regents' meeting. One of the requests recommends "Increased Support for Collections and Services for the University's Library" in the amount of $500,000.

  All administrative units have been given the option to voluntarily relinquish 5% of their budget or defend 10%. The Library will defend 10% of its non-faculty operating budget, which amounts to $405,000. A $405,000 cut to our operating budget would negatively impact the Library's Outreach to the University Community, library technology (equipment purchases), Special Collections activities and the Library's ability to out-source the cataloging process through salary savings. Outsourcing is cost and time efficient for the library.

  Barbara Dewey's Visit
  We are in the process of completing our Administrative Support Unit Review. Barbara Dewey, the Dean of Libraries at the University of Tennessee (Knoxville) will be on campus February 24 - 25, 2004 to perform an external review for the Library's Administrative Support Unit Review. Ms. Dewey will meet with the Senate Library Advisory Committee at their February 24th meeting. The committee briefly discussed the external review process. Marketta will send a note to SLAC reminding everyone to attend the February 24, 2004 meeting.

Announcements/Reports
C. Hurt - 1) Met with Auxiliary Services and a representative from Sodexho Marriott food services to discuss the installation of a coffee shop in the library. The hope is to set-up a coffee shop on Library North's first floor within the next few months. 2) Encourages all colleges developing Areas of Focus proposals to consult with the Library. 3) The committee discussed the 2004 Faculty & Staff Annual Giving Campaign and opportunities for the University Community to give to various library foundation funds. Charlene announced that Sarah McCrea, the Library's Associate Director of Development has resigned and the financial support to fill the position full time may not be available.

Other
The next meeting will be held on February 24, 2004
The meeting adjourned at 3:00 p.m.
Recorder: Marketta Pettway