

**Library Committee Meeting Minutes**  
**November 12, 2007 - Noon – 1:25 PM**  
**Austin Conference Room, Tisch Library**

**Present: FLC Members:** John McDonald, David Proctor, Michael Reed, Jenna Kubly; **Ex Officio Member:** Jo-Ann Michalak

**Absent: FLC Members:** Ina Baghdiantz-McCabe, Mark Kachanov, Greg Crane, David Sloan, Elton Sykes, Lizzie Komar, Gina Kuperberg; **Ex Officio Members:** Leah McIntosh and Laura Walters

**Guest:** Kathy DiPerna, co-leader, Tisch Space Plan Team

**1. Proposed Changes to University Bylaws on Library Committee:** *Jo-Ann Michalak*

Jo-Ann summarized the proposed changes to the bylaws, which will be voted upon at the next Arts, Sciences, and Engineering Faculty meeting. Jo-Ann reported that Boris Hasselblatt also had suggested that an FLC member would serve on both the Library and the Budget & Proposal Committees. Changes include a balanced distribution of members representing humanities, social sciences, and sciences as well as undergraduate and graduate students and language on the areas about which the Library Committee will provide advice.

**2. Update on Space Plans:** *Kathy DiPerna and Jo-Ann Michalak*

The space planning team within the library, tasked with generating options for space resolution for the collections, has cost out. **Option 1: Level G** - These costs do **not** include the cost of architectural designs or costs for such items as: lighting and wiring; ceiling work; mechanical systems; seating; and moving of the collections. Hand Crank Compact Shelving System (similar to the one that is currently on Level G): approximately \$275,000. **Option 2: Off-Site Storage** - an estimated one-time set-up fee of \$60,000 and an annual ongoing charge of \$35,000. These costs assume no retrieval given the fact that the stored material also will be available online. In-house staff costs for collection preparation also are not included. **Option 3: Level 1** - These costs do **not** include the cost of architectural designs or costs for such items as: lighting and wiring; ceiling work; mechanical systems; seating; moving of the collections; or special shelving for Fine Arts/Oversize. Push Button Compact Shelving System (similar to the Lilly Music Library): approximately \$3,000,000. Hand Crank System (similar to the one that is currently on Level G): approximately \$2,500,000.

Recently, Leah McIntosh appointed an additional space group, whose members extend beyond library staff and whose scope includes researching plans for a Learning Commons.

**3. Update on Learning Commons:** *Jo-Ann Michalak*

Two field trips will occur at the end of this month – one to Brown University and the other to Plymouth State University. Members of Leah McIntosh's Space Group, including Leah; Jo-Ann; Scott Sahagian; Tony Sulprizio; David Kahle; Mary Lee; Brigitte Bryant; and Anne Sauer will be participating. These models will help Tisch develop its own Learning Commons, which would be a "one-stop shopping" information and research arena for individual users as well as group study complete with interactive and multi-media components.

**4. Update on Library's Strategic Plan:** *Jo-Ann Michalak*

Jo-Ann outlined the strategic plan framework. The plan will identify library goals that are in line with continuing Tisch's mission to support teaching and research. The team will be led by Peter Pruyn, Tufts ODT, and Arnold Hirshon, NELINET's Executive Director.

**5. Graduate Student Issues Reported by David Proctor: *Kathy DiPerna and Jo-Ann Michalak***

Kathy addressed the 3 main concerns that David had raised on behalf of the Graduate Student Council (GSC):

- a. extending the graduate student BLC Virtual Catalog interlibrary loan period – the loan period was increased from 28 to 42 days in September 2007. Tufts does not control BLC policy, thus it was only able to increase the loan time once BLC had done so.
- b. fixing the cancel request function in the automated system – Kathy reported that the cancel function does not work, thus it is not possible to cancel a recall. She is working with ULTS to eliminate the cancel recall button.
- c. extending book loan periods for graduate students – Kathy stated that the graduate student load is not done online, so books are often due after commencement. The cost for both the books and the time involved in the recovery process is great, thus extending the loan period only would serve to increase these costs. Jo-Ann and Kathy will address this issue with Dean Pepall.

David will report the above to GSC.

**6. Library Digitization Project: BLC vs. Google Book Search: *Jo-Ann Michalak***

Tisch is participating in the BLC Open Content Alliance. The February 2008 meeting will be a joint one with the IT Committee. David asked about how to conduct a search, which will be addressed at the February 2008 FLC meeting.

**7. Director's Report: *Jo-Ann Michalak***

Jo-Ann handed out an article from Chronicle Careers – “Struggling to Keep Up” – which details a faculty researcher’s challenges in finding research in her subject area. Laura Walters previously had expressed that a librarian should be the first point of contact for both undergraduate and graduate students who are doing research. Jo-Ann also mentioned The Daily article that had been published within the last day in which students expressed a desire to have the library hours extended to 24 hours. Jo-Ann said that she would investigate the feasibility of this change. Lastly, it was noted that the rooftop garden’s architect, construction team, structural engineers, and landscape team have been identified.

The meeting was adjourned at 1:25 PM. The next Faculty Library Committee Meeting will be on February 13, 2008 from noon – 1:15 PM.