

**Library Committee Meeting Minutes**  
**November 5, 2008 - Noon – 1:15 PM**  
**Room 204, Tisch Library**

**Present: FLC Members:** Michael Reed; John McDonald; Mark Kachanov; David Proctor; Jenna Kubly; **Ex Officio Members:** Jo-Ann Michalak and Laura Walters; **TCU Student Representatives:** Dan Pasternack and Antonella Scarano

**Absent: FLC Members:** Greg Crane; David Sloane (on sabbatical); Gina Kuperberg; Patrick Forber; Leah McIntosh

**1. Update on Library's Strategic Plan, Faculty Research Study, and Learning Commons:** *Jo-Ann Michalak and Laura Walters*

The Web version of the new Strategic Plan was distributed and discussed. (See Strategic Plan attachment)

Laura reported that 40 faculty members of all ranks and departments, 30 from A&S and 10 from Engineering have been identified, with input from the deans, for the hour long faculty research study interviews. The A&S deans have notified faculty that they have been chosen; the Engineering deans will be doing so shortly. Laura handed out the list of study interview questions and requested feedback about them from the Library Committee. Faculty will begin to be contacted within the next couple of weeks to schedule the interviews, which will be conducted in conjunction with Tisch Library's technology partners.

The Learning Commons plan includes a physical renovation in FY11 of the library's main floor. FY09 and FY10 will be dedicated to planning of and research for the virtual commons, including using the faculty research study outcome data. Jo-Ann informed the Library Committee that she is drafting the Learning Commons' fundraising brochure in collaboration with the A&S deans, the project's architecture firm, and Advancement.

**2. Update on Space Plans, including Compact Shelving:** *Jo-Ann Michalak*

The compact shelving project has been postponed due to the current economic situation. The library has evaluated the situation and projects that it can operate by shifting books without adding the shelving until summer 2010. However, adding compact shelving at that point is critical. Tisch is working with the Boston Library Consortium on a joint retention project of old science journals. This project will make it possible for libraries to withdraw the print version of old journals that other libraries will retain. Even with these efforts, however, the library will need more shelving. The library also has a policy to restrict new journal subscriptions to electronic only unless the electronic version does not equal the quality of the print, i.e. visual images.

**3. Choosing Titles to Digitize:** *Laura Walters*

Laura stated that half of the 19<sup>th</sup> century French journal run has been sent to OCA to be scanned. The pre-1923 material from the Boston Society for Civil Engineering Journal also will be scanned. The library is awaiting copyright approval to scan the post-1923 material, which contains Big Dig data. In approximately a year's time, the faculty will be asked to recommend new journal titles and books for digitization. Five thousand dollars per year has been earmarked for digitizing additional material. It was acknowledged that the current interface between OCA and links for digital archives needs fine-tuning. Laura added that libraries are trying to determine how best to use metadata to improve retrieval.

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

Jo-Ann reviewed the items in the Director's report that had not been addressed above. The FY10 budget presentation occurred on 29 October. Jo-Ann, Laura, and Michael will be meeting with the Budget and Priorities Committee on 17 November for the annual information exchange and FY10 materials budget request review. FY10 budget decisions should be announced by 1 April 2009. The rooftop garden construction is proceeding successfully. Trees and shrubs have been planted. The project should be completed in December. The Learning Management System selection project also has been progressing. Focus groups involving faculty, graduate, and undergraduate students have been generating data. A recommendation for system purchase will be made by the end of FY09, implementation will begin in FY10, and utilization will commence in FY11. Lastly, Jo-Ann mentioned that she and Dean McIntosh are reviewing "economic belt-tightening," and what this means in relation to the library. (See Director's Report attachment)

**5. Center for Humanities at Tufts (CHAT) Update:** *Laura Walters*

CHAT has fellows and Mellon postdocs. Tisch Library will review with the CHAT fellows their need for a Harvard Library card. Historically, the library has not provided users other than Tufts faculty a Harvard Library card because of the expense of \$15,000/year.

**6. Student Senate Issues:** *Dan Pasternak and Antonella Scarano*

Dan and Antonella discussed the following issues that had been raised by the student senate:

- 1) wireless access in the library, which already has been addressed;
- 2) noise in areas of the library – Laura apprised them of the quiet study areas;
- 3) increased space in the Tower Café devoted to group work – the plans for the Learning Commons include such space as well as a potential media presentation room.

The meeting was adjourned at 1:15 PM. The next Faculty Library Committee Meeting will be on February 11, 2009 from noon – 1:15 PM.