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## UFA AAC Library Sub-committee Meeting Minutes, November 2002

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University of New England's Faculty Assembly  
Academic Affairs Committee's **Library Sub-committee Meeting Report**

Monday, November 25, 2002 from 10:30-11:30 am

Videoconference Rooms: UC ACHS 247 / WCC Hersey 126

Present: Nancy Ayer, Kit Juniewicz, Tom Leach, David Mokler, Karen Pardue, Nancy Sonnenfeld, Andrew Golub, Sharon Eckert, Barbara Swartzlander.

Absent: Ali Ahmida, Nancy Simpson, Stew MacLehose

**AGENDA:**

- Budget: the UNE Libraries had to return part of its materials budget and suspend spending as a result of the current budget crisis. The books budget was hardest hit.
- Databases & ejournals: as the Sub-committee recommended last year, the UNE Libraries have maintained all of the database and full-text ejournals subscriptions, with the exception of 3 temporarily suspended titles.
- Off-campus Access: this has tremendously improved materials accessibility for distance education students and students on clinical rotations. A "patron load" direct from Banner would further simplify access for off-campus users.
- ScienceDirect: a new consortial agreement is being negotiated between NELINET members and ScienceDirect. A list of "shared titles" will be accessible beginning Jan 2003. This list will be emailed as an attachment to Sub-committee members as soon as it's finalized.
- CAS New program money: Library materials, mostly books and journals, are being purchased with additional money supplied by CAS to support these programs: Business, Philosophy & Religion, Political Science, Psychology, Sociology.
- Library liaisons/collection development: Public Services Librarians are assigned to departments to act as liaisons, teach library user skills, and to develop collections in specific subject areas.
- User instruction: This service can be requested for students, faculty, or staff. Some faculty have taken advantage of this for their students, particularly Greg Zogg for his Gen Bio classes.
- Library & Information Resources Annual Report 2001/02: available upon request.
- Capital needs: Innovative Interfaces, Inc. (III) server, computers (20% of UNE total supplied every year on a rotating basis), UC Library training room (for now, Decary 204 will be shared with the Business Dept), WCC Library upper level lighting.
- Printing: UNE Libraries staff is concerned more about waste of paper & toner than the cost of these two items. We'll work with UNE student groups, such as Earth's E.C.O., for solutions. Students' technology fee does help cover printing costs.
- Maine Women Writers Collection (MWWC): annual report, programs & integration into classes.
- New England Osteopathic Heritage Center: The UNE Libraries staff is working with Gretchen Sibley and a board of osteopaths to establish an archive. This is being funded by grant money. The UNE Libraries are providing a temporary start-up space and donating staff time.
- Fund raising for Westbrook College Campus (WCC) Library renovation: Heating, ventilation, and air conditioning (HVAC) has been installed in the WCC Library but is not completely paid for. University Relations is working with staff and a BOT committee to raise funds to pay for this.
- Master plan: a University Campus Library addition/renovation is still on the plan, including more study and materials space and perhaps an archival facility.
- Retro Conversion Project: A retrocon project is underway, funded by the State of Maine grant money, to create electronic bibliographic records for books in both campus Libraries.
- UNE BOOKS project: The UNE Libraries are planning a project to showcase UNE book authors, either as sole author, co-author, one of many authors, chapter contributor, editor, or illustrator.
- Student Learning Outcomes Assessment: In compliance with the Institutional Assessment Committee's (IAC) mandate to assess student learning outcomes, the UNE Libraries have formed a committee, Library Outcomes for Users Team (LOUTs), to formally/statistically assess library user skills before and after instruction.
- ScienceDirect tote bags were given as gifts to Library Sub-committee members.

Minutes submitted by Barbara J. Swartzlander  
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