

LIBRARY COMMITTEE  
MINUTES OF MEETING  
DECEMBER 7, 2005

[In these minutes: University Libraries Report: FY '06 Compact, Board of Regents policy, Libraries and Archives, Wilson Library Survey Results; Archives and Special Collections Information and Issues; Author's Copyright Rights; Future Agenda Items]

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the Senate, the Administration or the Board of Regents.]

PRESENT: Lael Gatewood, chair, LeAnn Dean, Suzanne Thorpe for Joan Howland, Wendy Lougee, Bill Sozansky, John H. Anderson, Andrea Berlin, David R. Brown, James Orf, Leon Satkowski, Otto Strack, Danielle Tisinger, Susan Wick, Danny Kim, Ellen McKinney, Magdalena Ramirez

REGRETS: Jonathan Binks, Mahmoud Sadrai, Elaine Challacombe, Juliette Cherbuliez, Kate Lohse

ABSENT: Owen Williams

OTHERS: Elizabeth Johnson, director of UMD Library (spring semester 2006)

GUESTS: Kris Kiesling, Andersen Library, director of Archives and Special Collections; Dan Donnelly, copyright education coordinator; Charles Spetland, collection development officer

I). Professor Gatewood called the meeting to order and asked those present to introduce themselves.

II). Members unanimously approved the November 2, 2005 minutes.

III). Wendy Lougee provided members with a University Libraries report highlighting the following:

1). A copy of the University Libraries FY '07 Compact was distributed to members for review. In the new budget model, the Libraries' costs are identified and attributed out to collegiate units based on a weighted headcount. This model requires that the Library's budget be complete before collegiate units start their budget process in January.

Member's attention was turned to a handout with three pie charts. The first chart illustrated that under the new budget process, the Libraries' budget is looked at in its entirety. The second chart served to remind members that in the past the majority of the Libraries' budget came from central sources, and the third chart showed the breakdown

for the three largest expenditure categories (personnel, collections and other operating expenditures).

Ms. Lougee highlighted the five strategic goals put forth in the Libraries' Compact:

1. Promote a new model of collection development and access that will focus on building strong, comprehensive program-based collections and targeted 'collections of distinction'.
2. Fulfill and enhance the Library's role as the University Archives with a focus on developing systems and services to ensure the preservation of institutional records, including digital resources.
3. Build capacity (FTEs) to support research and clinical programs across the University with particular focus on strengthening the Libraries as a critical provider of research infrastructure and addressing new models of health promotion within the state.
4. Support an efficient, productive, and equitable technology infrastructure for students, faculty and Libraries staff.
5. Implement the second year of the Libraries' compensation market program to bring academic salaries closer to peer institutions.

Additional funding requests put forward in the 'Significant Financial Concerns' portion of the Compact included funding for:

- A salary program for FY '07.
- Security, particularly on the West Bank where security incidents are on the rise.

The Library's total 2007 budget request for new, recurring dollars was \$3.7 million and just under a half million in one-time funds.

Questions/comments from members:

- Who makes the final decision with respect to the Libraries' FY '07 budget? According to Ms. Lougee, Provost Sullivan will make this decision.
- Please explain the difference between 'unit contributions' and 'central contributions'. These categories are a "hold over" from the previous budget model. Ms. Lougee stated that unit contributions are those contributions made by the Library, 'other unit contributions' are contributions made by another unit (e.g. OIT), and 'central contributions' are the requested new funds from central administration. In the new budget model, however, increased budget allocations will eventually be attributed to collegiate units.
- In the past, the Library collaborated with departments/units to offer new services. Does the new budget model, diminish the likelihood that the Library will be able to collaborate with academic units? Ms. Lougee stated that while the new budget model does not make collaboration impossible, it does make it more difficult. She added that if the Library were to collaborate with a collegiate unit, the Library's costs would need to be determined before a collegiate unit knew whether it would receive matching money.

- Can collegiate units request money, and earmark it for the Library? In some respects this happens already. Ms. Lougee used the example of the Smart Commons on the St. Paul campus to illustrate this type of collaboration.
- A motion was made that the Senate Library Committee (SLC) draft a statement of support for the Libraries' budget request to Provost Sullivan. This motion was amended to make sure it included the five strategic positioning goals put forward in the Libraries' Compact. Members unanimously endorsed this motion.
- When will Provost Sullivan decide on the Libraries' budget? According to Ms. Lougee, attribution rates for "support services" should be announced by early January.

2). At the November SLC meeting, members expressed two concerns around the revised Board of Regents policy, Libraries and Archives:

- Are the coordinate campuses aware of the delegation changes in the revised policy?
- Should the definition of "collections" be retained in the policy?

In response to these concerns, Ms. Lougee stated that she contacted the Board of Regents Office, and was assured that the coordinate campuses are aware of the policy changes prompted by delegation policy. Then, regarding retaining a definition of "collections" in the policy, she reported that a decision was made to include it, but that the definition had been revised to encompass all types of formats included in the Libraries' collections.

Members endorsed the policy as presented today.

3). Ms. Lougee provided members with the Wilson Library survey results, which asked Library users if the Library's current hours met their needs, and, if not, what hours they would like to see the Library open. (Respondents to the survey included: 250 undergraduate students, 150 graduate students, 16 faculty, 21 staff and 19 outsiders). Of the 475 survey respondents:

- Fifty percent of respondents indicated no change to the hours was necessary.
- Preferences for specific additional hours indicated that of those that desired a change that a majority of respondents preferred that the Library be open later e.g. midnight to 1:00 a.m. Saturday through Thursday rather than earlier.

Ms. Lougee added that a headcount is taken whenever the Library opens, and these data indicate that on average there are eight people waiting on Saturday mornings to enter the Library at 10:00 a.m. when it opens, and never more than 15.

For the Library to be open one additional hour per week would cost approximately \$3,000 per year, and five hours per week would cost roughly \$15,000 - \$20,000 per year, depending on the level of security needed.

Based on the survey results, the committee unanimously approved a motion to support the Libraries' decision to maintain its current hours, which appear to be sufficient for a majority of users.

IV). Next, Kris Kiesling, Andersen Library, director of Archives and Special Collections, provided members with an overview of the collections that comprise the Andersen Library Archives and Special Collections:

- Charles Babbage Institute – A collection of materials and unique publications documenting the history and development of information technology.
- Children’s Literature Research Collections - An internationally recognized resource in the field of children’s literature, containing six core collections and several smaller collections.
- Immigration History Research Center – This collection focuses primarily on immigration to the United States from Europe, Eastern Europe, and the Near East.
- Kautz Family YMCA Archives – This collection contains the historical records of the YMCA of the USA as well as the records of the Minneapolis and Greater New York YMCAs and related organizations serving the worldwide "Y" movement.
- Manuscripts Division:
  - Northwest Architectural Archives – This archive collects the records of architects, engineers, contractors, landscape architects, and interior designers from the Upper Midwest.
  - Performing Arts Archives – This archive was established in order to preserve and study of the records relating to the history of theatre, music, dance, and associated organizations in Minnesota.
  - Literacy Manuscripts Collection – This collection contains work by regional and local authors e.g. James Wright, Carol Bly, etc.
- Social Welfare History Archives – This collection archives volunteer-sector social service and social reform organization’s content, as well as the personal papers of individual leaders in the field.
  - Berman Upper Midwest Jewish Archives – This collection is located within the Social Welfare History Archives, and contains the archival holdings of the Jewish Historical Society of the Upper Midwest (JHSUM).
- Special Collections and Rare Books – This archive serves as the Library’s repository for publications, which require special protection because of their age, value or fragility e.g. The Sherlock Holmes Collection.
  - Givens Collection of African American Literature – This is a collection of books and manuscripts that documents the literary history and cultures of African Americans.
  - Tretter Collection – A collection of gay, lesbian, bi-sexual, and transgender materials, which has recently received an international award.
- University Archives – This archive serves as the documented memory of the University of Minnesota.

Other University archives and special collections housed outside of the Elmer L. Andersen Library include:

- Andersen Horticultural Library (Arboretum) – This collection is the only horticultural research library in the Upper Midwest.
- James Ford Bell Library (Wilson Library) – This collection focuses on European expansion and exploration from the period 1400 – 1800.

- Wangensteen Historical Library of Biology and Medicine (Diehl Hall) – This collection contains rare and out-of-print books, manuscripts, and journals on medicine, biology, and natural history dating from the early 1400s to 1920.

Issues and priorities for the collection include:

- Space and building renovation.
- Staffing.
- Promoting the use of the collections by the campus community.
- Unprocessed backlogs.
- Digitizing the collections.
- University Digital Conservancy.

Questions/comments from members:

- Please explain how individuals can review materials contained in the collections. All of the collections are mediated, which means that staff must retrieve the materials from the caverns. Users of the materials then use one of Andersen Library's three reading rooms to review the material.
- Are the reading rooms on the University's wireless network? Yes.
- Undergraduate students are constantly looking for independent research project opportunities (e.g. Undergraduate Research Opportunities Program <http://www.urop.umn.edu/>). Therefore, can special collections curators sponsor undergraduate students' research projects? Ms. Lougee was unsure about the eligibility, but noted that a number of the curators are members of the faculty.
- Will Archives and Special Collections be taking responsibility for the digital conservancy efforts for the institution? Ms. Kiesling indicated that digital conservancy efforts are being co-directed, and will have a campus-wide focus. A significant component will be institutional information, which is the purview of the University Archives.

V). The committee spent the remainder of the meeting on the topic of author's copyright rights with today's guests, Dan Donnelly, copyright education coordinator, and Charles Spetland, collection development officer.

Mr. Donnelly began by noting that copyright law plays an important role in the dissemination of scholarship. Whereas traditionally faculty assigned all rights to journal publishers, now, new publishing models are emerging e.g. NIH initiative. With the advent of these new models, copyright is being looked at differently. The new models are an attempt to advance the dissemination of scholarly publication, and to help offset the ever-increasing cost of journals.

Mr. Donnelly went on to provide members with ideas on what they can do to advance open access to published material:

- Stay informed about this issue. Author's copyright rights are currently being debated between the academic community and publishers. Much of this debate/information can be found on the Internet.

- Manage your own copyrights. A copy of the SPARC (Scholarly Publishing and Academic Resources Coalition) Author's Addendum to Publication Agreement was distributed to members to help them with this process. The template allows the author to retain some rights (e.g. the ability to post a copy on a personal or institutional website) - <http://www.arl.org/sparc/author/addendum.html>.
- Educate colleagues in your department.
- Create an institutional voice by sharing this information across disciplines.
- Support alternative, open-access publishing models.

Mr. Donnelly added that this issue is being addressed on a national level as well. For example, the CIC is attempting to develop an educational program on its campuses to further promote conversations on alternative, open-access publishing models. Additionally, across the United States, institutional statements of principle are being drafted to encourage faculty to take control of their scholarship.

In his closing remarks, Mr. Donnelly referred members to the Library's website, *Access Denied* (<http://www.lib.umn.edu/scholcom/kb-03-c.phtml>), which is devoted to providing information on open access issues and to advancing conversations around scholarly communication.

Comments/questions from members included:

- The Library should consider enlisting the aid of 'centers' at the University, which have specific areas of intellectual expertise, in capturing their output as a foundation for promoting alternative, open-access publishing models.
- Can computer code be copyrighted? Mr. Spetland stated that computer code qualifies as a literary work as long as it meets the same criteria as other literary work e.g. sufficiently original, etc. He added that with respect to work that is a product of grant funding, typically language contained in the grant application/award determines who owns the rights of the grant activity output. In terms of a faculty member's relationship with the University as either an employee or a faculty member, generally faculty members are afforded the rights to any intellectual property they produce as outlined in the Board of Regents Intellectual Property Policy - <http://www1.umn.edu/regents/policies/academic/IntellectualProperty.html>.

VI). In the remaining minutes agenda items for future SLC meetings were mentioned:

- Invite Vice President for Research Tim Mulcahy to discuss relationships between the Library and Office of the Vice President for Research.
- Budget updates.
- SLC committee membership.

VII). Hearing no further business, Professor Gatewood adjourned the meeting.

Following the meeting, a tour of the University Archives and Special Collections housed in the Elmer L. Andersen Library was provided for interested attendees.

Renee Dempsey

University Senate