

FACULTY LIBRARY COMMITTEE MEETING, November 14, 2008

Susan Chizeck, chair

Attendees introduced themselves and identified their school/department.

Attending:

IS: Susan Chizeck (chair)

AH: Michael Farmer (vice chair), Ming Dong Gu, Natalie Ring

BBS: Richard Golden, Jeffrey Martin

ECS: Nasser Kehtarnavaz

EPPS: Michael Tiersdorf

SOM: Jane Salk

NS: Rockford Draper

Library: Larry Sall, Ellen Safley, Jean Vik, Mary Jo Venetis

Not attending:

Titu Andrescu (N), Steve Nielsen (N), Suresh Radhakrishnan (M), Doug Watson (Ep), students Ashley Hooker, Megan Malone

Dean Larry Sall welcomed the committee and presented the Library's materials budget for Fiscal Year 2008-2009. The student Library fee has been increased to \$14 per semester hour which will provide approximately \$4.5 million in the Library materials budget. The wages and benefits of the Library staff ordering and processing these materials also come out of this budget. Maintenance on the software used for the Library's day-to-day business is included in this budget.

Dr. Sall distributed a printout of the materials budget for 2008-2009 showing a breakdown in how the money is being allocated. There is not a specific allocation given to each school, but the Library liaisons are reviewing and ordering relevant material as well as placing orders for titles requested by faculty (except for textbooks.) There is a purchase request form (Suggest a Title) on the Faculty Resources section of the Library web page which can be used to submit requests.

(<http://www.utdallas.edu/library/faculty/index.html>)

A major concern of the Library is the dwindling amount of space available for stacks and study areas. In 2012 there will be new buildings coming online and the Dean has been told by University administration that non-Library staff will be moved out of McDermott Library and the Library will occupy the whole building at that time. Meanwhile, the Library is buying electronic material to replace print journal titles

as they become available and weeding the print copies to make more room for study areas and new titles.

The Library is conducting frequent surveys to see how we are doing and what can be improved. As a result of requests from across the University, the leisure reading collection has been restored. This is a program to lease titles rather than purchasing them, and new titles are added each month.

Dr. Mary Jo Venetis, Associate Library Director for Technical Services, gave a report on the Texas Digital Library program which is a statewide program spear headed by the University of Texas and Texas A & M to digitize and make available the intellectual output of participating universities. The McDermott Library repository currently includes the Special Collections History of Aviation digital collection. Each school can have its own repository linked from the main UTD repository page called Treasures @ UT Dallas (<http://lib.treasures.utdallas.edu>.) The Forum on Financial Crisis sponsored by the School of Economic, Political, and Policy Sciences has been added to the repository and includes the podcast of the event. The main page is still under construction, but should be completed soon. The repository can include images, videos, documents, podcasts, and many other formats.

Question: What is the approval process for vetting materials submitted to the repository?

Answer: That needs to be discussed and policies developed.

Question: Is this something that every public university in Texas is doing?

Answer: It is more than public universities. Some private universities are also participating. A list of those members participating in the project can be found at <http://www.tdl.org/members/>

Question: Will this expand the number of ejournals available to UTD?

Answer: There are plans to develop an ejournal about the Texas Digital Library which would be made available through the repository, but that is the only one so far.

Dr. Sall pointed out that any monograph written by a UTD faculty author will be purchased and added to the Library's collection. Also, if a faculty member serves on the editorial board of a journal, the Library should be notified so that title can also be added to the collection.

Dr. Ellen Safley, Senior Associate Library Director gave a presentation on copyright and licensing issues. Copies of a special Library newsletter insert entitled "Copyright Guidelines for Electronic & Print Reserves" were distributed. A copy of the Library's guidelines for print and electronic reserves can be found at <http://www.utdallas.edu/library/services/reserves/reservesvc.htm>

Question: Why can I not place a digital copy of one play from a collection of plays on reserve?

Answer: A play is a complete work and may be copyrighted individually even though it is a chapter in a collection. Copyright law prohibits making a reproduction of an entire work to be placed on reserve. We would have to look at each book to make a determination.

The licenses the Library signs for our electronic resources have restrictions unique to each vendor. The license usually specifies who can have access to a resource (currently enrolled students and current University employees). It also specifies how access can be achieved (IP authentication, password, etc.),

and how the campus community can use the resource (usually for educational purposes only) “may view, download, or print individual articles, individual chapters, or other individual items for their educational/scholarly use.” The Library cannot profit from the license and allow people to pay for access/document delivery. The information cannot be altered, reformatted, redistributed, etc. The vendor can deny access to UTD if they detect excessive or robotic downloading of articles.

Question: Has this ever happened?

Answer: Yes. Recently two vendors denied UTD access for four days while we investigated what appeared to be robotic downloading of whole issues. We have had other incidents involving both students and faculty.

Question: Why can't Visiting Scholars have remote access?

Answer: Our licenses state that only “currently enrolled students and current faculty and staff” can be given remote access.

Question: Why are faculty members who will be teaching in an upcoming semester denied access prior to the start of the semester?

Answer: The Library receives a daily file from HR of all who are considered current employees. Once a faculty member is included in that file, their remote access goes into effect.

Other concerns from faculty:

Question: Does the Library keep statistics of online orders requested?

Answer: The liaisons keep a record of all the requests they receive.

A list of liaisons by school is available at <http://www.utdallas.edu/library/askalib/liaison.htm>.

Question: So the liaison system seems to be working to order materials?

Answer: Letters are sent to Deans and faculty requesting lists of titles that their school needs. We are proactive in replacing materials with new formats, such as changing videos to DVD as they become available. Some of the videos that we own are not available on DVD, just as some journals are not available in electronic format.

Question: How do we compare to our peers in Library collections, journal holdings, etc.?

Answer: Dr. Safley is working on a comparison between our Library with the lower third of the Association of Research Libraries. The latest figures available are from 2006. We have some gaps in the collection caused by the addition of new degrees in areas where we have never collected. Dean Sall would like to see a lump sum provided for Library materials as part of the start-up costs for a new degree program.

The LibQual survey conducted the last three years shows that the faculty feels the Library does not have enough books or journals for their field of study. Specific requests should be sent to Dr. Safley (safley@utdallas.edu).

Some concerns were raised about eBook access. For example, a faculty member assigned one as required reading, but the students were unable to get in; they can print only one page at a time; they are limited to reading a certain number of pages during a session. This sounds like an eBook provided through NetLibrary. These books were purchased for the entire UT system by Austin. If we know the title being used, we can add extra copies.

Questions: Are there any plans to restore the approval plan?

Answer: Circulation statistics of titles received on the approval plan show less than 25% of them circulated during the first few years of ownership. The librarians prefer to buy selectively from lists of titles based on our approval profile and from reviews.

Questions: Why are faculty members only allowed to check out books for a semester?

Answer: We have tried to match the circulation policies at other UT system libraries. One week before the last day of finals, semester loans can be renewed online or by calling the circulation desk. If the books go one day past the due date, they must be brought to the Library so they can be checked in before they can be checked out again. Faculty members are not charged overdue fines, but if they have a book that goes 60 days overdue they will be charged the cost of replacing the book plus a \$25.00 processing fee for the staff time it takes to search for the book, determine it has not accidentally been placed back on the shelf, order a new copy, catalog it and prepare it for circulation.

The need for a Spring Faculty Committee meeting will be determined and scheduled at a later date.