

## STEERING COMMITTEE

Minutes of the meeting: Sept. 6, 2006

Present: D. Blecic, J. Canlas (recorder), M. Case, R. Daugherty, J. Dorsch, D. Enoch, J. Fiscella, A. Ford, E. Guss, J. Lambrecht (convener), F. Logan, L. Naru, V. Pifalo, E. Schellhause, C. Scherrer, J. Schuitema, A. Weller,

Minutes for 8/2/06 meeting approved.

### LibQUAL

Lambrecht announced Logan's committee: Peter Hepburn, Felicia Barrett, Lisa Elliott-O'Leary, Marcia Dellenbach, Kristina Howard, Nancy Malinowski. Logan working on IRB, aiming for three-week survey in mid-October. Advance advertising will target random list of faculty, staff, undergraduates and all library staff with e-mail from Case. Committee briefly discussed customization of survey. Lambrecht advised Committee to direct further suggestions to Logan.

### Library Budget

Case briefly discussed Provost's response to Library's annual budget presentation. She believes budget will remain tight for some time. Library still seeing financial "pull" between collections and staffing. Part of solution may be consortial purchasing. Committee discussed Library's participation in Portico and LOCKSS, and Case proposed presenting information to faculty as community investment in securing digital resources. Senior staff asking Collections Development to devise written policies on consortial purchasing to share with faculty campus-wide, to document responsible behavior, cost savings, next steps and options during times of financial difficulty. Committee discussed mechanism of third-party preservation, and Case suggested inviting representatives from LOCKSS and Portico to address Library staff. Regarding salary, Case noted that Library will provide Provost's office with comparative data over next few years in support of efforts to consider different treatments of groups based on market conditions. Library did receive \$50,000 in matching funds from Provost toward digitization efforts. Provost recommended that business case be made for non-recurring projects; Library must consider priorities. Library's allocation of ICR was not adjusted; increases went toward units with more dramatic need, particularly administrative services and OVCR. In light of budget conditions, Library must remain conservative and will continue to reallocate where possible; development efforts will continue. Committee briefly discussed iTunes University at UIC, and Case proposed a task force to investigate the initiative's implications for the Library, noting that strategic plan included idea of tech forum inviting young people to discuss their interests in new technologies.

### Departmental Annual Reports

Referencing request for annual reports by Sept. 29, Lambrecht noted that reports are an opportunity to detail how budget reductions have affected departmental operations. Case advised Committee to be mindful that a development-focused library-wide annual report would be prepared from their documents.

### Strategic Planning

Lambrecht introduced spreadsheet detailing actions from Library plan and asked departments to alert him if items appear missing. His concerns are creating a complete list acknowledging plan goals, then refining it to a manageable plan. Case asked Committee to prioritize and submit two to three significant, Library-wide items to accomplish this year. Case will also assign Committee to present brief reports on campus unit plans; members to submit three preferences to her.

### Computers for Everyone first draft

Lambrecht asked Committee to examine distributed list and respond to him with any changes. After brief discussion on USB flash drives, Case asked Committee to submit USB flash drive requests for department by end of following week. Lambrecht reminded Committee of ACCC faculty computer replacement program and recommended taking advantage of offers when presented.