

University Libraries Committee
Minutes
November 9, 2007

Members Present: Linda Bartoshuk, Frank Chapman, Rae Jesano, Ruth Lowery (Chair), Bridget McNamee, Leah Rosenberg, Judith Russell (Ex-Officio), Randi Smith

Members Absent: Cecilia Amador, Gloria Moore, Jeffrey Needell, Ralf Remshardt

Other Attendees: Alec Gruss

Meeting called to order at 3pm with a brief round of introductions.

1. A motion was made to approve the minutes of October 5, 2007. The motion was seconded and the minutes were approved.
2. Follow-up questions on the Smathers Libraries Fines and Fees Proposal submitted by Lori Driscoll, Chair of Library Access Services, at the last meeting were reviewed.

Judith Russell, Dean of University Libraries distributed a [table](#) comparing State University Libraries in terms of loan period. There is not much consistency between schools and all loan periods are relatively short for undergraduate students, with the exception of New College's semester-long due date. The item needs to be given more thought, and once a plan is determined Dean Russell will channel it through all proper committees.

The Smathers Libraries volume of recall for the 2006-2007 fiscal year was 3%. Discussion ensued and it was suggested that an extended due date would not present as large a problem as expected with such a small volume of recall.

3. Dean Russell distributed the 2007-2008 Smathers Libraries Revised Budget. Her [presentation](#) included an in-depth explanation of the Budget and destination of funds. The Budget totals \$26.6M. 91.1% of recurring funds is comprised of Appropriated Funds, 7.1% is Other Recurring Income (such as funds from DSR, FCLA, tuition increase, and contributions from Professional Schools), and 1.8% is Development Contribution.

It was reported that Ivy League Universities receive 90% or more of their materials budget from endowments. Gift income is highly variable, and the Capital Campaign goal is set at \$20M. \$120K of Endowment funds are earmarked for materials.

Smathers Libraries has a total of \$1.5M in non-recurring carry-forward funds. These funds are discretionary with some limitations and are still being held by the University of Florida Foundation. There are over 49 endowments.

Dean Russell also reviewed the [Materials Budget](#) and distributed several in-depth [charts](#). She explained the selectors' process, Collection Management process, and Project Cuts process.

Feedback on the budget included a concern over the ULC's function concerning

Budget Approval. Dean Russell suggested the ULC take Budget information back to Departments and send feedback to her. She also suggested use of the advisory function at Faculty Senate Committee meetings.

A motion was made to approve the Revised Budget. The motion was seconded and the Revised Budget was approved.

4. The Library Strategic Planning Process is moving along. Each Task Force has determined its membership. The Kick-Off meeting will be Tuesday, November 13 from 9-11am in Smathers Conference Room 1A. Refreshments will be served.

The Task Forces will be focusing on growth areas. Dean Russell will keep the ULC apprised of developments.

5. The Library Committee for the Graduate Student Council will be putting together a survey for Graduate Students. Revisions will be solicited from the ULC.

The next ULC meeting is scheduled for Friday, December 14, 2007 in Library West, Room 429.

Meeting adjourned at 4:30pm