New Jersey Institute of Technology
Faculty Library Committee Meeting Minutes
April 19, 2007


Minutes of March 22, 2007 - Minutes were distributed, reviewed and approved.

Report of University Librarian – Rich Sweeney

Old admissions space to be given to Pre-College Programs
The provost informed Rich shortly after the last meeting that the Pre-College Program would be taking over the second floor space currently used by the technical services group. The move is supposed to occur shortly after the semester ends.

Stephen Pemberton asked about how this loss of space will be dealt with in the Middle States periodic review report. Rich responded that he has repeatedly emphasized to the Provost that there was a strong recommendation from Middle States that the Library needs more space, but he is not the person writing the official response. Gabrielle Esperdy asked about the plans for the proposed café-newsroom. There will not be room for a café because the technical services department will be moving to that space.

There was discussion about the possibility of a temporary café site in the corner where the reference room is currently.

Provost called for campaign proposals due 5/15.
Rich has asked the reference librarians to put together a proposal for a larger instructional space. There are currently 17 or 18 computers in the classroom next to the information commons. This is not sufficient because classes tend to have about 30 students.

Rich will be putting together a proposal about a café-newsroom and will be mentioning how other prestigious universities have cafés in their libraries and that our students have asked for one. However he acknowledged that the timing is working against us since the move will be taking place quickly and the proposals haven’t even been submitted yet.

Rich would like for there to be room for Library collaboration with the Center for Academic Professional Enrichment (CAPE).

Rich suggested that Norbert Elliot might want to submit a proposal to create a writing center in the library.
AY2008 Library Budget

Rich has been told that the Provost has put Scopus and the increased database costs in her budget request. This includes $60,000 - $70,000 to pay for Scopus which we did not have to pay for this year because of the 3 year deal. It also includes about $50,000 to cover projected increases in database costs. Rich stressed that if the money for Scopus and for the increases in database costs is not allocated, there will need to be severe cuts in the databases. This will most likely happen during the summer when faculty are not on campus.

Lisa Axe asked why the archival databases are assigned a 25 ranking even though they are being taken off the top of the budget. Erin will either move them to the top of the list or create a separate category on the chart.

NJKI

It’s in the Governor’s budget to be renewed, but that could change at the 11th hour.

Open Library System Investigation – Ann Hoang

Ann reported on her visit with the VALE OLS subgroup to Atlanta to investigate the open source Integrated Library System called Evergreen. She distributed a sheet with a summary of the progress of the investigation. Improvements available in Evergreen include spellcheck, book covers and reviews, on-line shelf browsing, and online bookbags. All four of the VALE university representatives who went to Atlanta agreed that Evergreen looks like a viable system on which to base a state-wide VALE-run ILS. Since our integrated library system (Voyager) was bought in November, we expect that in the next couple of years we will be forced to change systems. Voyager currently costs $50,000 annually for maintenance. Rich would like to see us moving to an open source option which would not be without cost, but would be more responsive. Eventually Rich would like to see a universal borrowing card across NJ academic institutions. There are policy issues and technology issues to be dealt with.

Norbert Elliot asked whether we would be contracting out with vendors. He pointed out that Dave Ullman is working on similar issues for Moodle vs WebCT. Rich has already been speaking with Dave about the issues.

Ann pointed out that this is a VALE consortial project so that NJIT would not be bearing the total cost or responsibility. There would be a VALE office with maybe 4 or 5 developers and they would possibly contract out parts of it.

TLT/Distance Learning Databases selected – Rich Sweeney

The University has allocated $30,000 (from distance learning fees) to the TLT and Distance Learning programs for databases that would be useful to the programs. The following were selected by the Distance Learning committee: JSTOR Arts & Science II, JSTOR Arts & Science III, and PsycArticles (American Psychological Association). The JSTOR databases have been on the FLC’s wish list. The total costs were almost $31,000. Rich has agreed that the library will fund the $900 difference for this year. Aron asked about the funding for recurring costs for these
databases after this year. Is the TLT/DL program expected to continue to get this funding in future years or what will happen to these databases? Aron Spencer pointed out that the upfront costs of the databases are much higher than the continuing costs ($21,500 vs. $5,500), so if TLT gets $30,000 again, there may be a possibility of getting additional JSTOR databases.

**AY2008 Database Vote – Erin Finnerty**

Erin distributed the results of the database votes. The top 3 ranked stayed the same but there was some shifting in the middle of the ranks. The differences in rankings are mostly a result of people reallocating points that had previously been put toward archival databases.

Rich pointed out that there are 3 potential hurdles to funding all of the ranked databases: NJKI funding, reintroduction of SCOPUS to the budget, and increases in database costs. If Scopus doesn’t receive additional funding in the library budget it will still need to be funded and that will eliminate most of the other databases. We also just received the VALE list of databases which we need to commit to before Rich gets the budget. ScienceDirect is a three year contract which ends December 31, 2008 so we are already committed to funding it.

Lou Russo asked if the budget approval is for the individual databases or for the aggregate funding. In other words, is it possible to decide to get two less expensive databases in place of one more expensive one? The answer is that the overall funding is what gets approved, so in theory there is a loophole to allow changes, but that really the time to make changes has passed and today’s vote of the FLC is the commitment for next year.

The database priorities were ratified by the committee.

Aron requested that Erin provide a cost per search. She will do so as much as she can, but the information isn’t available for all of the databases.

**Journal Rankings – Erin Finnerty**

Erin distributed a list to each department as well as the list of the general collection. Any changes need to be given to Erin by Friday, May 4th. The prices on the journal rank sheets are from ebsco.net

We currently receive about 400 hard copy journals. Aron pointed out that some of the general collection journals are available online through Lexis-Nexis. Erin will look at that, but said that there is general interest in reading hard copies of some of them like Time and Newsweek.

**New University department**

Rich announced that there was a new department approved at yesterday’s CAA meeting – Biological Sciences.

**Library Web Server – Ann Hoang**

The move from the library server to the web services server is progressing slowly. The content management software they need to use to move the files is very slow and cumbersome. It takes as long as 20 minutes for a page to be updated after all of the changes are made.
**Focus Groups – Ann Hoang**

Ann distributed a report on the results of the focus groups held in February. Transcriptions of the focus groups are available. There was overall satisfaction with library staff and services but dissatisfaction with the appearance of the website. Ann plans to have the focus group committee devise surveys this summer to get specific recommendations about what needs to be revamped.

**Graduate Citation styles – Heather Huey**

The Library has been asked by graduate students and by the Graduate Student office to create a web page that will show an approved citation style (or styles) for each department. Heather Huey asked that department representatives give the information to their liaisons who will pass it on to Heather.

Lisa Axe pointed out that graduate students seem to have a better grasp on what style they should use than undergraduates who seem to have a problem understanding what it means to work in a specific style.

**Information Literacy Report GUR and ICT subcommittee – Davida Scharf**

The university is purchasing EndNote for reference management and turnitin.com and they will both be available soon. Access to the software is available through the Computer Help Desk, content help will be available from the librarians. EndNote is currently a PC client software, but they are working to develop a web-based product.

Rich recommended that departments ask their librarian liaisons to do a presentation on the use of EndNote to the faculty. Davida noted that unfortunately there’s not an easy way to import into EndNote a citation list that has already been compiled in a different program such as Word.

Lisa Axe reported that she has been encountering a lot of plagiarism and asked if that’s being discussed during library training. Heather responded that it’s discussed during the Freshman Seminars and in library training modules. Professors should also be discussing it in class.

Librarians are working with general engineering departments to include information literacy in the curriculum.

Approximately 75 Computer Science and Information Systems seniors have taken the new ETS information literacy skills test during their Senior Seminar. As an incentive to take it seriously, the students have the option of having their score listed on their permanent record. The name of the test has been changed to I-Skills.

Norbert Elliot noted that, thanks to Davida’s and Heather’s efforts, NJIT is seen as a national leader in the information literacy initiative. Davida and Heather made a presentation at ACRL and their booth was mobbed. They have published an article on the subject.

**A & I shifting project report – Doreen Mettle**

Major shift of the circulating collection will be going on during the summer to open up stack space and make books easier to find. Rich pointed out that library shelves are full when they are
85% full because there has to be space to add new books without needing to shift books to different shelves.

**Faculty Publication Database – Bruce Slutsky**
Bruce met with the student who is working on the project. The data fields have all been defined. There is a problem with downloading Greek letter characters. There are also issues with some content providers not allowing us to download information directly into our database. The information from these databases will need to be entered manually. Bruce hopes that more progress will be made over the summer.

**Concluding Thoughts**
Rich thanked the committee members for their participation during the last year.