New Jersey Institute of Technology  
Faculty Library Committee Meeting Minutes  
September 20, 2007  
Submitted by: Lisa Weissbard


Minutes of April 19, 2007 - Minutes were distributed, reviewed and approved.

Report of University Librarian – Rich Sweeney

   Library staff moved from old admissions space
The librarians have moved downstairs to their new space and the PreCollege program is about to move in upstairs.

   University Librarian – ITMS responsibilities
The Instructional Technology and Media Services department now reports to Rich who reports to the provost. They used to report to Gale Spak who reports to Joel Bloom.

   Technical Reference Librarian position open
Jackie Buurma resigned in June. A search committee has been formed including faculty members Grace Wang, Yuan-Nan Young, and Lou Russo. Interviews are ongoing.

   AY2007 Library Annual Report – Doreen
Please report any typos or errors in the distributed annual report to Doreen so that they can be fixed before it is posted to the web.

Highlights include increased library hours funded by Provost; stack reorganization to ease overcrowding of shelves was completed, VALE is in conversation with Mellon Foundation about funding for creation of an open source academic system. Open Source Library System

   EndNote – Davida
EndNote is a tool for managing references. It was purchased by the University (not the library budget) and can be downloaded from the IST website. You can enter a citation into the database manually or you can download citations from existing databases and Google Scholar. It works pretty well, but it’s not perfect. You locate citations in databases, save them to a folder in RIS format and then export them to EndNote. Unfortunately you can’t download citations from document files such as Word documents.

Once the citations are in EndNote you can create files and list them in whatever order you want and then it will convert the citation to a number of different bibliographic formats (IEEE, ACM,
APA etc.). You can also insert the citations in proper format as you are writing the document in Word. The system doesn’t always work perfectly, so it is important to proofread to make sure that everything has been put in the correct order.

There is an online tutorial and tech help from the computer helpdesk and from EndNote itself. Bibliographic help is available from the librarians.

A filter is needed in order to download a citation from the library OPAC. EndNote works with Google Scholar but only one record at a time.

Committee members were asked to spread the word to fellow faculty members and grad students. There is a bit of a learning curve and it does take time to get it set up, so it’s not worth using for a small number of citations, but it is good for long bibliographies and for entering your personal publications for your CV. You can link from the reference to the full text.

**EBSCO Serials article – Rich**

Rich summarized an article that he distributed. Serials have averaged price increases of more than 7% and science and technology journals are even higher than this average. There is a movement toward publishing articles in an open access format, but it has not progressed very well so far. Publishers are obviously against the idea because it will affect their income.

**NJKI**

The governor has only put up enough money to fund NJKI through the end of February. This includes Business Source Premiere, Wiley science journals, Ovid, Nature, and others. The library community is lobbying for more funding to at least get through the end of the academic year, but there’s no certainty about it. NJIT doesn’t have money to fund these databases.

**AY2008 Library Budget Issues - Rich**

The Library Materials budget covers books, journals, databases, ILL document delivery, etc. In 2005 we spent $1,261,150, in 2006 $1,061,860 and in 2007 $1,149,065. In the current planning budget we have only $1,103,364 allocated. In previous years the University has once or twice come back and taken some of the money from a planning budget, so we could have even less.

In the last two years we have been able to deal with price increases by reallocating money not spent on databases because of the introduction of NJKI and our 2-year partnership with Scopus. This year we have to pay for the increases and yet have a flat budget. In order to maintain the journals and databases from last year (not including the NJKI databases issue), we would need $1,256,829. This leaves us with a shortfall of over $150,000.

Rich has reduced the book budget to $220,000 – leaving it at 20% of the budget. He doesn’t want to reduce that anymore because of the importance of books for undergraduates (ABET) and for Architecture which will be undergoing reaccreditation. The journal and database budgets have been decreased by 7-8%. The Provost has asked Rich what he would be able to do if she gave us some one-time funding. Rich answered that that may allow us to continue some of the databases for another year. The amount of the hypothetical one-time funding isn’t known.
Rich will be meeting with the Provost in the next couple of days to tell her the outcome of this meeting.

Michael Chumer asked if the planning budget is subject to change. Rich answered that it is subject to change by the Provost. Rich is expecting that we will lose some more money from the book budget.

It was pointed out that IS and CS are also coming up for accreditation.

**AY2008 Database Budget and cancellations – Erin**

We rank the databases every year so that we can work up from the bottom of the list if we need to cut any. At the moment only the top 7 ranked databases [ScienceDirect, Scopus, IEE/IEEE Electronic Library, Springer-Kluwer, Scifinder Scholar (2 users), ACM Digital Library, Academic Search Premiere (funded by the state through 6/30/08) ] are secure from being cut.

JSTOR II and III and PsycArticles will not be cut because they are paid for by Distance Learning. Rich will try to convince DL to renew the subscriptions.

PROLA, ACS Archive, JSTOR Arts & Sciences I and General Science, and IOP (archive only) will all be funded because of the vote last year to make archival databases exempt from cutting.

Communications and Mass Media Complete is funded by the Humanities Department’s journal budget.

Avery, ART Full text Web, Grove Art Online, ULI – Case development studies, MaterialConnexion, and Building Green Suite are all exempt from cancellation per Rich because they are for Architecture which is going through reaccreditation this year. They only add up to about $10,000. This decision can be appealed to the Provost.

The databases that are up for cancellation are: Current Index to Statistics, Applied Science Abstracts Web, MathSciNet and Lexis-Nexis Academic Universe. Erin redistributed the list of journals that are unique to AppSci Web (they aren’t available through Scopus). The total amount saved by eliminating these databases is about $67,000. This is about $7,000 more than actually needs to be cut, but there’s no way to split and pay for part of a database.

There is a complicated situation with IOP because they have discontinued the deal we had in which we had to purchase certain journals and then were given free access to all of the other journals and the archive. We now have to purchase each of the journals separately and rank them on the journal list.

Inspec and Omnifile were not cancelled for this year because their renewal dates came up before the final budget was set. Next fiscal year we will put off paying for them as long as possible.
There was discussion prompted by Chris Funkhouser about the corruption of academic publishing and the unreasonably high costs for libraries.

**AY2008 Journal Ranking and Cancellations Process – Erin**
Journal prices generally increase about 7% per year. This year ACS has implemented a new pricing structure and our increase for ACS journals will be 10.9% . Journal rank lists are going to be more important than ever this year because not only has the budget not increased to cover price increases, it has actually gone down by about 7%. This means that it is very likely that journals will need to be cut. The allocation machine will be run in the next couple of weeks. The rankings need to be reviewed and returned to Erin by Friday, October 5.

Norman Loney asked if there was any way to find a benefactor to give us extra money. Rich is not allowed to solicit money from outside the university without consulting with university advancement.

Davida suggested that researchers add some library expenses into grant proposals as overhead. Faculty members said that unfortunately the University takes all overhead money as general overhead and there’s no way to get anything specified for the library.

**Information Literacy**
Davida reported that it is ongoing and there aren’t any new developments.

**Faculty Publications Database**
Bruce reported that work is ongoing. Nothing new to report.

**Open Library System**
Nothing new to report. Doreen noted that there is a section about what’s gone on this year in the Annual Report.

Meeting was adjourned.