Present: Andrew Hill, Sergei Adamovich, Edgardo Farinas, Boris Khusid (graduate student representative), Janice Daniel, Allison Perlman, Andrew Klobucar, Michael Bieber, Bruce Bukiet (replacing Yuan-Nan Young), Wei Xu, Ian Fischer, Lou Russo, Steven Elliot, Richard Sweeney, Doreen Mettle, Davida Scharf, Heather Huey, Haymwantee Singh, Bruce Slutsky, Andrea Spender, Erin Finnerty, Matthew Brown, Lisa Weissbard

1. Minutes of October 23, 2008 - approved

2. University Librarian’s Report – Rich
   a. VALE User conference presentations by NJIT staff
      Rich highlighted the presentations of Davida, Heather, Ann and Haymwantee at the VALE conference.
   b. 2009 Journal and Database Lists
      Rich directed Faculty to the final cancellation lists on the FLC site and reminded the committee that approximately 108 journals and two databases were cancelled.
   c. Open Access Publishing
      Rich circulated two articles on open access publishing in physics and indicated that he would like to have a discussion about this topic at a future meeting.
   d. Change in Library Security System
      Due to the installation of a new security swipe card system in the Central Avenue building, library access after 10pm now requires swiping a valid NJIT ID. Guests from partner libraries can request entry after 10PM via the intercom system after showing proper identification.
   e. New Jersey Knowledge Initiative (NJKI)
      Rich reminded the committee that the New Jersey Knowledge Initiative, including Academic Search Premier & all NJKI databases, is expected to be dropped in 2010.
   f. Library Materials Budget 2010
      Rich plans to distribute the library materials budget using the current percentage allocation for the 2010 materials budget.
3. **Rapid ILL.** Doreen provided an overview of the new Interlibrary Loan Service, Rapid ILL, which will provide electronic access to articles with an average turnaround time of 24 hours. Rapid ILL is currently in the testing stage with a planned roll-out in March.

4. **NJIT Information Literacy Plan**
A draft information literacy plan was circulated. Rich reminded the committee that Middle States now requires evidence of information literacy instruction and assessment, and that the revised NJ Commission on Higher Education Licensure requirements now has an IL component. Davida provided an overview of the current information literacy activities including the ongoing Research Roadmaps sessions for HUM 101 and the new HUM 102 workshop. She also discussed the new Moodle course that all undergraduate students are automatically enrolled in. She highlighted that the current chair of the UCRC (Taha Marhaba) has stated that he believes information literacy is within the scope of the UCRC. Rich emphasized that information literacy should be undertaken across the university and that individual departments should be responsible for identifying courses where information literacy workshops/labs could be inserted. Rich stated that the library will support this effort in terms of guest lectures, learning objects, resources, etc, but ultimately the responsibility will lie with the departments and asked the reps to communicate this to departmental leadership.

**Database Voting**
Erin informed the committee that the database voting period has commenced and that the **votes are due by March 12**. She provided an overview of the process and will be circulating electronic ballots. She also presented a proposal for a new process which would change the way votes are allocated to departments. After some discussion, no motion was made to vote on the proposal, so the current database ranking system will remain in place.

**Journals process**
- Erin reminded the committee to ensure all titles without rank in FY09 are incorporated into ranked list for FY10 (i.e. former National Prominence).
• Take off the top of journals budget: ArchLib journals budget and Provost Set Aside of $20,000 (a smaller, more manageable amount that can be used AFTER formula is run and cancellations determined)

• **Erin presented a proposal for FY10 Journals Formula and this was passed by a motion approved unanimously.** The revised journal process is:
  o Run formula with remaining budget as follows:
    ▪ Keep university data percentage weights the same
    ▪ Distribute 70% of remaining budget through formula WITH average journal pricing
    ▪ Distribute 30% of remaining budget through formula WITHOUT average journal pricing
  o Each year we'll decrease the amount distributed WITH average journal pricing by 5% until the budget is distributed 50% WITH average journal pricing and 50% WITHOUT average journal pricing. **This provision was in the original proposal but omitted from the passed motion**
  o Potential cancellations are then presented to Provost
    ▪ Provost may distribute the $20K to reinstate any titles slated for cancellation
    ▪ If Provost elects to NOT distribute $20K, the funds will be run through the university data formula (w/out average journal pricing) for distribution to all departments
  o Additional notes:
    ▪ We will only fund as many titles as a department has ranked. If their budget allocation exceeds their ranked list, any excess dollars will be redistributed to the remaining departments.
    ▪ Final journal ranking lists must be submitted at the end of the Spring Semester (May 2009). Only minor individual title swapping can occur in September 2009. The journal orders will be placed in October 2009.

**Student Issues**

Steven mentioned that many students have complained about the state of the bathroom facilities in the library, particularly that the toilets do not flush.