

**University Committee on Library (UCL)**  
**Minutes of the Meeting of November 10, 2006**  
**7:30 - 9:10 am, Café DeGrasta**

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**UCL Members Present:** John Weber (Chair), Heidi Ardizzone, Susan Blum, Parker Ladwig, David Leighton, Brian Pitts (graduate student), John Robinson, David Smith, Larry Taylor, Ashlee Wright, Jennifer Younger (ex officio). Absent and excused: Charles Barber, Edmund Edmonds, Semion Lyandres, Andrew Sommese, and Gordon Wishon (ex officio).

**Observers / guests:** Nigel Butterwick, Kitty Cooney Hoye (recorder)

**Call to order** at 7:30 am by Chair, John Weber

**Welcome and Agenda Review**

Weber welcomed all in attendance and briefly reviewed the meeting agenda, noting that he will defer his Chair's report and move directly to Director's Report from Jennifer Younger.

**Approval of minutes from October 12, 2006 meeting**

Susan Blum motioned to approve the October 12, 2006 UCL Minutes. The motion was seconded by David Smith and was passed unanimously.

**Director's Report – Jennifer Younger**

**UCL Annual Report and the Academic Council**

Younger reported that the UCL Annual Report was distributed to the Academic Council. A graduate student member of the Council asked whether the library planned on enforcing the recently revamped Recall Policy. The student was very pleased upon hearing from Younger that the policy would indeed be enforced.

**Maintaining or Disposing of the Old Card Catalog**

Younger updated the UCL on the proposal to re-purpose space now occupied by the old card catalog. At the October meeting, Younger explained that the old card catalog was being stored in a facility off-campus and that the Library would like to use that space for other purposes such as storage of new collections prior to cataloging (for details of that discussion, refer to Oct., 2006, UCL Minutes on UCL web-site). Younger indicated that, since the October 12 UCL meeting, she had consulted with staff at University Archives to determine if there was any historical value in maintaining the entire catalog. Wendy Clauson Schlereth, Director of University Archives, very much appreciated the consideration of the catalog as a University record and the consultation with the University Archives prior to making a final decision on the card catalog. Further, she noted that the University Archives had a copy of the catalog on microfilm made around 1970 and therefore the University Archives does not feel the need to retain the entire card catalog. She also suggested that perhaps any research interest in the materials could be pursued by accessing the microfilm or the current on line versions of the catalog.

Schlereth, like the UCL indicated in October, 2006, did express interest in keeping a small portion of the catalog for display purposes – e.g., a few drawers with notable historical cards. Parker Ladwig explained that he has been working with Gay Dannelly, Associate Director for Resources and Collection Services, to determine what portions of the card catalog might be of particular interest and/or historical value. David Smith suggested keeping a collection of cards from previous University presidents – adding they may have some development potential, not unlike the bricks that were sold during the stadium renovations.

### **New Valparaiso University Library**

Younger reported on a recent *Wall Street Journal* article which focused on the newly constructed Valparaiso University Christopher Center for Library and Information Resources. She has received several calls on the article including one from a significant Notre Dame benefactor who has asked to tour the new facility. About ten members of the Notre Dame library staff have already visited the new library to see first hand the new library building.

The Chair asked for some of the key innovations in the new Valparaiso facility. The Valparaiso University Christopher Center, explained Younger, has integrated (or positioned adjacent to each other) their computing services, reference and instructional services, as well as designated a first floor “community room” for use by the entire campus and surrounding local community. Valparaiso has also implemented “high density storage,” which uses vertical storage (upwards of 30 feet) within the core of the building. This type of storage not only saves considerable space, but also allows for on-site storage of the entire collection. Responding to a question from Susan Blum, Nigel Butterwick explained that access to this part of the Valparaiso collection is “automated” and uses a paging system to retrieve materials. The ability to browse items on the shelf is available by searching the online catalog by call number. More current materials are still readily available in open stacks for those patrons who like to “roam the stacks.”

### **Collaboration Among Indiana College and University Libraries**

Younger described some of the ways Notre Dame Libraries work to share resources in cooperation with other Indiana colleges and universities. Although the concept of sharing has been around for many years, continued advances in digital delivery have made more timely delivery to the end user possible and this has supported a trend towards collaborative ‘collection development’ as well. For example, the Center for Research Libraries (CRL) located in Chicago, is a consortium of over 200 libraries that acquires traditional and digital resources owned by fewer than 5 other research libraries and makes them available to member institutions. In the last several years, the Center has begun on-demand scanning of journal articles and other materials (but not books) for desktop delivery to end users. The University Libraries and Kresge Law Library hold a joint membership in the Center.

Younger continued with mention of other collaborative and consortial activities in which the University Libraries is a participant. These included the Academic Libraries of Indiana (ALI) resource sharing projects, such as the reciprocal on-site borrowing privileges for all faculty and students; the Global Resources Network and in particular, the AAU/ARL sponsored Latin Americanist Research Resources Project (LARRP); the Michiana Academic Libraries

Consortium (MALC) which is comprised of the libraries at Notre Dame, St. Mary's, Holy Cross and Bethel; and RapidILL, which is a consortium of libraries committed to the timely delivery of journal articles. This is not a comprehensive list of all collaborative activities but rather an indicator of the trend toward more and more collaborative activities that are integral to the way in which the library is able to achieve its mission and goals.

The Center for Research Libraries is one instance of a shared initiative for preservation of books and journals in a tangible format. The Center serves as a light archive (meaning the journals can be loaned to users) for the journals stored in digital format in the scholarly journal archives known as JSTOR. Traditionally, many libraries, including Notre Dame, would automatically also preserve these journals in tangible format; however, with the advent of reliable electronic access and the need for more space for housing collections, we are determining that we can collectively preserve print journals. All research libraries do not have to individually house and preserve all of their print journals. John Weber observed that the sharing of the preservation of print and/or digital copies seems an effective use of resources. Younger agreed and noted that while we definitely want to preserve some print copies, we can do so with 20 copies in North America rather than continuing to hold one print copy at every research library. She noted then that the question for Notre Dame is determining what we preserve for our contribution to preserving the whole of scholarly literature. Weber asked if it is possible to share digital copies of journals. Younger replied that direct access to journals in electronic format is governed by licenses and that the University Libraries licenses access for the current Notre Dame community. On the other hand, the state of Indiana licenses a set of databases – known as INSPIRE – for all current residents of Indiana, which includes the entire Notre Dame community. Younger then noted that space for housing collections is rapidly becoming an issue and she anticipates setting up a task force to examine options on housing and preserving the Notre Dame print collections

### **Indiana Library Consortia to Share Federal Government Documents**

Younger also discussed the new initiative for sharing tangible federal government documents within Indiana. Presently, Notre Dame, Purdue and Indiana University respectively, hold 65%, 60%, and 90% of all tangible federal government documents in their own collections. (These documents are actually “on loan” from the federal government, explained Younger, and in theory, can be “recalled” at any time but for most purposes, these documents are part of the library collections.) Looking forward, nearly all of government documents (92%) are now available electronically, although the library will continue to acquire some in print format for ease of use, so the discussion is focusing on the need for the long term preservation of the documents in tangible format. For local use, each library has in the past kept its own copy of these documents, but as the documents get older and the frequency of use declines, the long term preservation does not necessarily require multiple copies in Indiana of the same document. With IU holding over 90% of the entire collection in a secure, climate-controlled facility, Notre Dame will gather information on local use to determine if it can reduce its collection from the current 65%. The need for more space to house collections is the drive in cooperative preservation initiatives and there are different models. Younger described two scenarios to illustrate the situation. For example, Harvard University, she explained, continues to build new facilities to store and house its entire collections but it also rents space in its storage repository to other libraries. The nine university libraries in the University of California system, on the other hand,

have engaged in an ambitious cooperative preservation program. They have built two storage repositories – northern and southern – to hold a duplicated, consolidated collection for all of the UC libraries.

Weber emphasized the long term benefits of such strategy to reduce or eliminate redundancy in collections – noting that the ND library will likely be more successful in its quest for additional resources if it can show in explicit terms how the library is aggressively attempting to use its current resources as efficiently as feasible.

Brian Pitts asked for space estimates on Notre Dame’s current collection of federal documents. Explaining that she is uncertain about the total amount of space allocated to these resources, Younger added “As we put together a Task Force, we will look at these types of questions.” The issue, she added, will also be discussed at the annual meeting of Academic Libraries of Indiana (ALI).

### **Explanation of Allocation of Fiesta Bowl Revenues Is Now Posted on Library Web-site**

On a final note, Younger informed the committee that a summary of the Fiesta Bowl revenue allocations is posted on the web <http://www.library.nd.edu/ucl/documents/Fiestabowlrevenue.pdf>

### **Other Topics**

#### **Using Library Web-Site for FAQs from UCL’s Constituencies**

Dave Smith complimented Younger on the concise summary and suggested the possibility of utilizing a “FAQ-type device” for other routine questions like those discussed regularly at UC meetings – for example, cooperative sharing, recall policy, electronic packages, and other key contemporary library issues. Doing so, added Smith is in keeping with the role of the UC, that is, “to communicate with our constituencies.”

A discussion on effective communication followed, with suggestions ranging from personal visits to continued use of email notifications sent to relevant UC constituencies. The issue, argued Younger, boils down to finding a way to reach people when they need or want it. Instead of overwhelming faculty with lengthy correspondence, Weber suggested using “hot links” within the email to direct interested parties to more complete information.

#### **Task Force on the University of Notre Dame Libraries**

Weber indicated that the purpose of keeping the Library Task Force Report on the UC agenda is to continue to solicit UC members’ observations and/or questions and to develop an a more overt awareness of the specific recommendations in the report. For example, he called attention specifically to pages 3 and 4 of the Task Force Report for a discussion on library trends and recommendations. This prompted a discussion on the differences between “use of” and “access to” library services. Susan Blum suggested that the cooperative use of federal resources is a good example of our need to better educate our faculty on key library issues. Some faculty members believe we must own resources to have access to them. In the new world of libraries, she said, it is vital that we teach our colleagues about these various alternatives. An additional brief

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discussion followed – asking Younger about policy and decision-making issues as well as budget allocations and recommendations addressed in the Task Force Report.

In the interest of time, the Chair recommended that the Library Task Force discussion stay on the agenda for future meetings.

**Old / New Business – none**

**Meeting Adjournment**

Adjourned at 9:10 am.

The next meeting is scheduled for Fri., December 8, 7:30 am, at Café DeGrasta.

Respectfully submitted,

Kitty Cooney Hoyer  
Recorder