

**University Committee on Libraries**  
**Minutes of the Meeting – May 11, 2006**  
**3:30 – 5:05 p.m., Civil Rights Reading Room (Law School)**

**Present:** Weber (Chair), Director Jennifer Younger (ex officio), Susan Blum, Roger Jacobs (ex officio), Parker Ladwig, Semion Lyandres, Brian Pitts (graduate student), John Robinson, Charles Rosenberg, David Smith, Andrew Sommese, Laurence Taylor.  
**Absent:** Carol Hendrickson (student), Agnes Ostafin, Gordon Wishon (ex officio).  
**Observers / Guests:** Nigel Butterwick, Kitty Cooney Hoye (Recorder)

**Call to order**

The meeting was called to order at 3:30 by UCL chair, John Weber.

**1. Approval of Minutes from April 13, 2006**

Motion to approve the minutes from the April 13, 2006 meeting passed unanimously (Motion - Taylor / Second – Robinson)

**2. Chair's Report – John Weber**

UCL Chair John Weber provided a brief review of the agenda items for today's meeting, calling particular attention to Director Younger's clarifications regarding the Institutional Digital Repository (IDR) pilot project introduced at the last UCL meeting in April 2006.

Weber then recognized Charles Rosenberg for his three years of dedicated service on the UCL. This will be Rosenberg's last UCL meeting. Charles E. Barber from Arts & Letters will join the committee in the fall. Weber acknowledged the many significant contributions Rosenberg has made to the committee over the past three years.

Weber also recognized Roger Jacobs, Director of the Kresge Law Library and *ex officio* member of the UCL, for his many years of outstanding service to the UCL. Jacobs, who has served as director of the Law Library for 21 years, will be retiring at the end of this academic year. The UCL presented Jacobs with a gift to commemorate his years of service on the UCL. Acknowledging that it would be difficult to overestimate the impact Jacobs has had on the Law School library during his time at the University, Weber turned to Jacob's law colleague and fellow UCL member John Robinson to read a resolution honoring Jacobs. Robinson read into the record the following resolution:

*In recognition of the contributions of Roger Jacobs:*

- *Whereas he has been a valued colleague and an effective mentor to many members of our faculty,*
- *Whereas he has contributed to many university endeavors, including the University Committee on Libraries,*

- *Whereas he has significantly improved the Kresge Law Library through his unyielding commitment to making it the best of its kind,*
- *Whereas he has created a fruitful collaboration with the University Libraries in the development of new initiatives and continuing endeavors,*
- *Whereas he has brought warmth, joy, and a healthy selflessness to all that he has done for Notre Dame,*
- *We, the University Committee on Libraries, recognize Roger Jacobs for the fine human being that he is;*
- *We thank him for all that he has done for us and for this university during his years in our midst;*
- *And we wish him good health and great happiness in retirement.*

Jacobs reflected on his 20+ years at Notre Dame. Before joining the Law School faculty in 1985, Jacobs served as head librarian for the United States Supreme Court. While many of his colleagues at the court were surprised at his decision to leave Washington, D.C. for Notre Dame, Jacobs has never regretted the decision noting “Nowhere else will you find the level of support that you have at Notre Dame. It has been an honor to work here, and I consider my past 21 years at Notre Dame as being a real blessing for me and my family.”

Weber called upon John Robinson for his reflections on Jacobs’ service to the Law School. Robinson referred to Jacobs as "a godsend to the Law School" and credits him with bringing the law library into the 21<sup>st</sup> century. Noting that Roger has been one of the driving forces behind the Law School becoming a top tier institution, Robinson praised Jacobs for hiring a superior staff that is dedicated to meeting the needs of its faculty and students.

Jennifer Younger added her praise for Roger Jacobs, citing his extraordinary contributions to the University. She specifically asked that Jacobs be recognized for creating the Librarian in Residence program. A joint effort with the University Library, the Librarian in Residence program was initiated 5 years ago as an effort to bring effective diversity to the library staff. The 3<sup>rd</sup> and 4<sup>th</sup> interns in the program are currently on campus, and the first two interns having been hired permanently by the University. Describing the program as being extremely successful, Younger praised Jacobs for his creativity and insight into solving serious issues relating to higher education.

Thanks to Melodie Eiteljorge, the committee was treated to refreshments in honor of Roger’s retirement.

### **3. Director's report – Jennifer Younger**

#### **Institutional Digital Repository (IDR) Project**

Younger provided the committee with some additional background on the Institutional Digital Repository (IDR) project previously discussed at the April 2006 UCL meeting. At that meeting, Dan Marmion described an IDR as "a set of services in place to both 'collect' and 'make available' intellectual property created at the University." He elaborated that the IDR is a collaborative effort between OIT and the Library and includes collecting, digitizing, and categorizing images as well as documents involving research, working papers, unpublished writings (including undergraduate works) generated at the University. Eric Morgan described one goal of IDR as "creating services around the content itself." The services are the traditional services of acquiring, preserving and making content accessible. This means cataloging or, in more modern terms, adding metadata for discovery; storing and indexing the data, adding search services into one or more of the resulting databases, and refreshing the data over time to preserve the content. Also integrated are awareness services such as the library now has with the virtual new book shelf, SDI, etc.

Why should we have an IDR at ND?

Younger expanded with the following comments. The stewardship of institutional content resources is a central responsibility for higher education institutions and libraries in the digital age. A variety of Coalition for Networked Information (CNI) projects and collaborations supports this important work, including efforts to capture and structure digital content, experiments in the creation of new types of scholarly works for the digital medium, and the migration of theses and dissertations to digital form. We are currently contributing to creating and sharing best practices surrounding all aspects of institutional repositories, from policy to system architecture. Refer to:  
<http://www.cni.org/projects/instrepositor>.

Since 2002, multiple related discussions have been held in forums of Educause, Coalition for Networked Information, ARL (Association of Research Libraries) and AAU (Association of American Universities). Noteworthy - in 2003, CNI program on the new frontier of IDRs - one speaker was the associate director of information technology at Georgia Institute of Technology, where Gordon Wishon was the director. Other leaders and related projects in the field include those at MIT and D-Space, Stanford University, Cornell University, and Ohio State University. On a related matter, ND has grant from Hewlett Packard for an Open Courseware Project through Kaneb Center.

At ND, Jeff Kantor, VP for Research, started an Office of Communications and Scholarly Dissemination within the Graduate School so as to bring greater visibility and identity to the dissemination of ND research. He identified multiple ways in which this happens - through the University Press, journals, conferences, dissertations and technology transfer

& commercialization, with an IDR as part of the infrastructure necessary to support scholarly dissemination of digital scholarship.

On campus, we have started in small pieces, including:

- E-dissertations. Initiated by the Graduate School TF, chaired by Steve Buechler, Mathematics, two hundred and ninety-nine e-dissertations are now in the ND dissertation database. These are accessible through the library catalog as well as through an e-dissertation database.
- Special Collections in the library. Project started in the late 1990s to create an online catalogue of the Ambrosiana Drawings. Over 8,000 of the 12,000 drawings are now available for searching and viewing online.
- OIT working with administrative areas to put university data online in the IDR. What makes it in an "IDR" and not "just online?" The services around the content are equally important, including accessibility, indexing, storing, preserving, etc. As Bob Schaffner said at the April meeting, "the IDR uses extend well beyond those of the faculty and library."
- Pilot IDR Project. This past year the library began the pilot IDR project described by Dan and Eric. The current scope covers, among other items, exceptional undergraduate research, Art Image Library, and Kellogg/Kroc Institute working papers. While this pilot project does not include all IDR initiatives but for the library, it does outline and address the full range of services that will make the content accessible over time.

Bob Schaffner, representing Gordon Wishon, CIO, also said at the April UCL meeting that "Serious consideration of all the potential users should occur during the pilot project to ensure broader usage."

After her summary, Younger fielded questions from the committee on several IDR issues including content and accessibility (public vs. limited to ND). Noting that the project is massive in scope and continually evolving, Younger acknowledged that it is difficult to predict what may or may not be included in the program. Younger is confident these issues - and many more not yet anticipated - will be discussed in various forums, including UCL. She will keep the committee apprised of the project and encouraged members to bring specific issues and concerns to her attention.

### **Fiesta Bowl Revenues**

Director Younger's then commented on Fiesta Bowl Revenues. She indicated the following. "There are more opportunities than can be addressed even with a dollar figure as large as the anticipated influx from the 2005 Fiesta Bowl proceeds. Proposals were evaluated on the basis of academic priority, collection needs, potential impact and the capacity to make a difference with one-time funds. Our considerations were guided by the work of the Library Task Force which articulated the need both for expanding library collections, particularly in the humanities, arts, architecture and law, and for expanding

desktop access, particularly in the sciences, engineering, social sciences and business. Also, the library's deliberations were guided by conversations with some of the deans and other faculty. The library faculty developed proposals for strengthening collections and expanding desktop access that further informed the choices made. In addition, we (the Library Executive Committee) considered:

- the pressure on book collections from serials inflation;
- the challenges in providing current and archival collections for the humanities;
- the need to support highly ranked academic programs, especially those with large Ph.D. programs, but with historically weak funding for collections;
- the ability to enhance support for faculty and students in multiple departments;
- the needs of new departments reflecting a University commitment to a new area of study and where collection support is weak;
- the distribution of the library materials budget for FY06/07 in which new money was used to reduce structural budget deficits in science, engineering, economics, business, psychology, and education;
- the distribution of the library materials budget for FY06/07 in which new money funded a new budget for a department or program (the Ph.D. in Literature) or added to an existing budget (Classics); and
- the pros and cons of addressing a small number of opportunities with relatively significant funds rather than addressing many opportunities with small dollar amounts.

Younger concluded that, "Proposals were received covering many important opportunities. Given the limited new funds available, we believe it is reasonable to focus on a small number of selected opportunities. Based upon the priorities and criteria specified above, we have identified specific areas for which one time funding could significantly improve a long-standing situation. The following proposals have been selected for funding. These are listed in order of priority. Each will be addressed as funds permit:

- Flourishing discipline in serious need of expanded library collections (history)
- New or strengthened university programs in need of expanded library collections (Africana Studies)
- Support for expanded desktop access for increased faculty effectiveness (Specific selection to be determined).

We expect to furnish the Provost with more details on what will be achieved and are writing a more fully developed proposal for each of the three areas."

Weber asked if, in light of the recent influx of funds, the library will be revisiting the recent decision to discontinue one of the popular e-journal packages (Springer-Kluwer). Explaining that the Fiesta Bowl revenue is considered 'one-time money,' Younger explained that e-journal packages are evaluated over a period of several years and cannot be adequately addressed with one-time funds like those of the Fiesta Bowl. Younger

encouraged the committee members to bring any additional questions or concerns to her attention.

### **Library Task Force Report**

Younger indicated that there is no news to report on the Library Task Force Report at this time. Younger and Weber will keep the committee updated regarding progress over the summer.

### **ARL Management Institute**

Director Younger reported that 8 library faculty and 1 library staff member attended the Association of Research Libraries (ARL) Management Institute hosted recently by Purdue University. Also attended by librarians from Indiana University, the Institute provided significant opportunities for learning new skills and networking with colleagues from the 3 ARL member libraries in Indiana.

### **The State of Large Publisher Bundle**

Younger provided the committee with copies of a report of the Association of Research Libraries (ARL) summarizing the results of a recent survey on large publisher bundles. (A copy of the report is available at <http://www.library.nd.edu/ucl/documentation/> ). Highlights of the report, noted Younger include recent data on journal bundles by publisher (Table 1 of the report) which shows the significant market penetration of various different bundled e-journal products. In addition, Younger noted the increasing concerns and issues resulting from nondisclosure agreements included in many of the publisher contracts. Notre Dame is fortunate to have Tim Flannigan in the General Counsel's Office who has experience in both technical and legal matters. She considers Tim to be an integral part of the library staff's work in licensing e-journals as the library relies heavily on him for his legal advice and expertise.

Noting that the University Libraries recently decided to cancel the e-journal package of Springer-Kluwer, Dave Smith asked if there was any significance to the data provided in the ARL report showing an increase in Springer-Kluwer bundle subscriptions nationwide. Younger said she did not know and also affirmed that several factors including 'value per use analysis' were considered before deciding to cancel the package. In support of the decision, Larry Taylor observed that Notre Dame may be on the cutting edge of moving out of print resources, with many other schools just now starting, suggesting that Notre Dame is likely well ahead of the game in this area

### **Preliminary UCL Roster for '06 -'07 –**

Younger noted several changes to the UCL roster for academic year 2006-07. Charles Barber from Arts & Letters will be replacing Charles Rosenberg and Edmund Edmonds, the new director of the Kresge Law Library, will be replacing Roger Jacobs. In addition, two vacancies must be filled as UCL undergraduate student representative Carol Hendrickson will be in London next year and the at-large position vacated earlier by William Krier has still not been filled.

#### **4. Recall Policy – Nigel Butterwick**

Nigel Butterwick presented the committee with the final version of the revised recall policy. Several recommendations proposed by UCL members have been integrated into this latest version. Changes to the policy will be posted on the library web site and a letter explaining the revised recall policy will be sent to all faculty members within the next several weeks. Additional efforts are underway to help ensure that both faculty and students are made aware of the changes. Follow-up letters to faculty and students will be mailed just prior to the start of classes in the fall.

John Robinson pointed out that the policy doesn't address the timing issues that occur during summer vacation and over holiday breaks. Noting that the real motivation behind the revision is to get the books returned, Butterwick prefers to take a "wait and see" approach and to monitor the issue for the present. Reflecting Dave Smith's suggestion, Butterwick agreed to include language in the letter asking faculty who will be leaving over the summer to make arrangements with their department chairs should there be any recall requests for materials in their possession.

Weber suggested that Butterwick add a statement in the letter advising the faculty that the revised recall policy has been reviewed by and has the full support of the UCL.

#### **5. UCL Annual Report for 2005-06**

Weber indicated that he will be drafting the UCL Annual Report for 2005-06 over the next month. He provided a brief outline of the topics he currently plans to include and asked for input from the committee. He will be circulating his draft to individual UCL members for comments and suggestions. A revised draft of the proposed report will be brought to the UCL for discussion and final approval at the next formal UCL meeting, in September, 2006.

Looking forward to next year, Weber indicated that topics planned for discussion next academic year will include, among others:

- Document Delivery Pilot Project
- Institutional Digital Repository Pilot Project
- E-journal Packages
- Revised Recall Policy implementation
- Information Literacy
- Faculty Outreach.

#### **New Business / Announcements**

Despite being on the UCL for eight years, Weber indicated that he is still learning important new information each year concerning the library's structure, policies and operations. Reflecting these complexities, he suggested that the UCL consider adding a short 'orientation session' for new UCL members each year. He feels that such an orientation could help a new member contribute more substantively during her or his first

year on the committee. He will be discussing this potential initiative with Jennifer Younger over the summer and invites current members to contact him with their thoughts and ideas on the issue.

Jennifer Younger made the following announcements:

UCL member Parker Ladwig has been promoted to Association Librarian.

UCL chair John Weber has been awarded a Kaneb Teaching Award.

John Robinson asked that the committee express its appreciation and acknowledge UCL chair John Weber for his effective leadership over the past year. Robinson's request was met with applause from the committee.

### **Motion to Adjourn**

Motion by Jacobs / Second by Rosenberg

### **Adjourned at 5:05 pm**

This was the last UCL Meeting of academic year 2005-06.

Respectfully submitted,

Kitty Cooney Hoye

Recorder