

**Virginia Commonwealth University
VCU Libraries Advisory Committee**

**Main Conference Room, Tompkins-McCaw Library
March 21, 2014**

Minutes

Attending

Meredith Baines, Lisa Brown, Matt Browning, David Burton, Corey Davis (Chair), Jose Dula, Kathy Kreutzer, Whitney Newcomb, Peter Nguyen, Lisa Phipps, Jeanne Schlesinger, Carolyn Song

Absent with notice

Faye Prichard, Carolyn White

Absent

Les Harrison, Gerald Miller, AJ Shriar

Staff: John Duke, Teresa Knott, John Ulmschneider, Pam Fraga (recording secretary)

Guest: Margaret Henderson (VCU Libraries)

Business

Review and approval of agenda

The agenda was approved as presented.

Review and approval of minutes from February 2014

The minutes were approved as presented.

Budget allocations and effect on acquisition of library materials in 2014-15 (JEU)

Mr. Ulmschneider reported that the upcoming budget for the university will be “lean”, to use the words of the Provost. Enrollment in graduate programs, particularly masters’ programs, is down (a national trend that is affecting VCU), causing a reduction in revenue. However, it appears that the university will do its best to cover contractually unavoidable cost increases in journal subscriptions, so the VCU Libraries do not plan subscriptions reductions at this time. The university may not be able to extend this level of support to the personnel and operations budget, however. The VCU Libraries has proposed a Student Library Fee to help in this regard, particularly to provide funding to open and operate the new library building. In addition, the university is not proposing any increase in funding for the collections. While the VCU Libraries can acquire information resources for existing programs with the current budget, it will be challenged to acquire resources to support new disciplines and research as the university brings on new faculty with active engagement in sponsored research. Mr. Ulmschneider said that he may ask members of the Committee to speak to the administration about this issue in the future, if they feel so moved.

Reports and Discussion

MCV SGA survey results regarding Tompkins-McCaw Library (TK) – handout/PowerPoint

Ms. Knott reported that the survey came about as a result of a contact from the MCV SGA for input into their student survey. Ms. Knott was able to add a few questions to the survey specifically addressing issues at TML. The results:

- **Existing hours** – 60% were pleased, the balance in varying degrees of satisfied to not satisfied
- **Study space** – 68% rated the spaces either excellent or good, reflecting the recent upgrades to the facility
- **Services** – 79% rated the services either excellent or good
- **Expanded hours** – most wanted hours expanded to midnight with the next highest request being early morning hours. Ms. Knott pointed out that the hours have currently been expanded to 10:00 pm until the end of the semester and that from 8:30 to 10:00 pm the facility is staffed by student workers and security personnel
- **Priority for added study space** – 57% said they wanted quiet space and the balance were evenly distributed regarding group space and quiet space.

Ms. Knott referred the Committee to the handout for further details, noting that most of the comments were about the physical space and some concerns about hours. There were also comments about noise and safety.

Naming of VCU digital press and repository and next steps (JEU) - online

Mr. Ulmschneider thanked the Committee for its feedback following last month's meeting and apologized for the very small window of time offered to review the proposed names. He announced that the new press and repository will be called the VCU Scholars Compass. This name embraces the "compass" motif used on both campuses and does not favor one campus over the other. He reminded the Committee that this will be an "umbrella" name for the platform; as parts of the platform are further expanded, they can be branded independently of VCU Scholars Compass. He demonstrated how to find Scholars Compass on the main VCU Libraries website. He said that some theses and dissertations have been uploaded already, and that the web site will report how many times items have been downloaded, how many items are available, and other data.

Ithaka Local Faculty Survey launch (JEU) – online

Mr. Ulmschneider noted that he had first discussed the Ithaka Survey with the Committee at the October meeting. He said the survey would launch on April 2nd and would be sent to all faculty, and he encouraged VLAC members to respond when they received it. He reported that for every survey completed, \$2 would be donated to the Food Bank, and a drawing would be held for a \$1,000 award that will be transferred to the winning faculty member's department for that faculty member's use in professional travel or other related needs. The Ithaka Survey will close in mid-April. He noted that VCU Libraries is currently running the Federal Overhead Survey to document the use of library collections and materials for sponsored research, but that survey is made available only for 2 hours at a random time each month, so it should not interfere with the Ithaka Survey.

University Archives policy – status and next steps (TK)

Ms. Knott told the Committee that the proposed University Archives Policy was submitted to the President's office two weeks ago and next goes to the University Council for its endorsement. Since this

is an “administrative policy”, it does not need approval from the Board of Visitors. This is the first time that the VCU Libraries has developed a policy under the new approval process, and so far it has received no questions or objections.

Construction update for new Monroe Park Campus building (JH) (JD)

Mr. Ulmschneider told the Committee that Ms. Hammer was supposed to provide the update but was, at that moment, on the Monroe Park Campus dealing with construction issues. He reported that as the Committee was meeting, new temporary doors were being opened and put into use and the old doors were being barricaded and disabled electrically. The new doors were supposed to have been opened last week, but weather delays pushed everything back until today.

Mr. Duke said some staff have already been relocated and most of the collections have been moved to new floors. The student group CLUAC has been very helpful in the physical moving of the books, as has a sorority that made this a service project for its members.

Mr. Ulmschneider showed the Committee how it can follow the construction progress online and noted that there will be no construction during exams.

Demo: Research Data Management initiative (Margaret Henderson)

Ms. Henderson reported on the current status of the Research Data Management initiative. She said that she, Teresa Knott, and faculty representative Dr. Robert Tombes will attend the national E-Science Institute in St. Louis, MO in early April. She noted that she is working with other departments at VCU to understand and help with their data management needs. Thus far most departments report that they simply need some sort of centralized data storage. VCU’s Chief Research Information Officer, housed in the Center for Clinical and Translational Research, has two new positions to support research technology and the university will be helping with regulations and guidelines going forward. She said that appears to be a gap in meeting the needs of the humanities and the arts in storing their research data.

There were several announcements after the agenda portion of the meeting:

- Mr. Ulmschneider referred the Committee to the handouts in their packets. The one covering fundraising highlights 3 specific needs: new building fund, endowment for continued support of the new library building, and funds for Special Collections and Archives.
- The Brown-Lyons Lecture is next week, March 27th and promises to be as exciting and appealing as ever – arrive early to get a seat.
- Copies of the state-of-the-library publication, “Momentum”, were in the packet.
- The Sanger Series of lectures on the MCV campus are ongoing. John Wilbanks spoke on February 17th, John Willinsky will speak on April 29th. In September, the speaker will be Larry Tabak and in October, Bruce Alberts of the National Academy of Science.

The meeting adjourned at 3:05 pm.