LAC Minutes
March 23, 2015

Present:
John Evans, Sylverna Ford, Ed Frank, Shelia Gaines, Jill Green, Steve Knowlton, Shanika Jones, Anna Neal, Bess Robinson, Perveen Rustomfram, James Singleton, Lee Slack

Absent:
Elizabeth McDonald, Chris Ratliff

Guests:
Rachel Scott

1. Personnel Matters – S. Ford
   • Retirement and Other Status Changes
     Please remind personnel in your department to inform Nancy Massey if they are planning to retire, resign, or make other changes to their status. She can help with paperwork and keeps copies of all necessary paperwork in the Administration Office. Working with Nancy can save individuals a lot of grief and confusion. Paperwork for retirement should be started several months before an employee’s actual retirement date to ensure that all documents are in order and processed by Human Resources.
   • Time Sheets
     Employees who will be on leave when time is due should submit their time sheets or leave reports before beginning their leave.

2. Budget Meeting – Update – S. Ford
   Dean Ford and Shanika Jones met with the budget committee. Budget committee meetings are being held to prepare for the University’s transition to the SRI budgeting model. Hopefully, this model will give library personnel more control over the Libraries’ budget and regular budget meetings will be a part of the model.

3. Upcoming Periodicals Review and Reductions – Steve Knowlton
   Given the current number of subscriptions and lack of increase in the Libraries’ budget, some subscriptions need to be cancelled before July 1. Approximately $600,000 to $800,000 in serials will be cut. We hope to end up with money for books and other one-time purchases and to be able to cover inflationary increases for a couple of years. Rather than proceeding with across the board cuts, the Weighted Value Algorithm will be used to evaluate cancellation of subscriptions, which will help to create a distribution of subscription expenditures that is more reflective of the curriculum and enrollment. The presentation for Upcoming Periodicals Review and Reductions is attached to the minutes.
4. **ULSAB – Button Draft – S. Ford**
   - The University Libraries Student Advisory Board (ULSAB) has asked for visible representation of their role in the University Libraries. ULSAB selected a logo that will be used for buttons and t-shirts. The logo is attached to the minutes. Anna Swearengen created a draft of the button. After a few more adjustments, we hope to have the buttons done by the end of this semester.
   - The President of SGA, Ricky Kirby, appeared at the last ULSAB meeting to discuss a proposal for a $10.00 per student library fee. Such a fee would generate just under a half a million dollars. The spending of these funds would be guided by suggestions from the students. SGA and ULSAB will collaborate to generate ideas for spending the funds. Initially, they suggest the funds be used to establish a 24-hour study area on the first floor of McWherter Library.

5. **SRI – Update – S. Ford**
   Later this spring, there will be an LAC meeting focused on SRI budgeting. The book *Responsibility Center Management* by John R. Curry, Andrew L. Laws, and Jon C. Strauss is the primary reference for this budgeting model. We plan to provide a copy of the book for each department. More information with be forthcoming.

6. **SACS & ACE – S. Ford**
   - The SACS team is on campus for our 10 year reaccreditation visit. They indicated that they only want a tour of the Libraries and will not meet with the Libraries’ personnel as was done in the past. Our colleagues in the RIS department are standing at the ready to give the tour.
   - The Academic Coaching for Excellence Program is the QEP. Banners and stickers announcing this program are placed all over campus. The University has found academic coaching very successful through this year’s pilot program. Some of the Libraries’ faculty might be interested in being academic coaches in this program. Students in the program meet with their academic coaches on a biweekly basis. Coaches help students address issues, academic or personal, that can affect their ability to be successful.

7. **Additional Agenda Items**
   None

8. **Announcements**

   **Bess Robinson**
   I will be away on FML leave starting tomorrow for the next two weeks.

   **Lee Slack**
   It is spring.

   **Steve Knowlton**
   Since Rose Owen has retired, Cindi Nichols from RIS has agreed to volunteer several hours per week to help the Collection Management Department.
**John Evans**  
As of Friday afternoon at 5:00 pm, the number of collections housed in the digital repository surpassed 100. This is largely due to the efforts of Dr. Gerald Chaudron and his many finding aids which are now present in the catalog.

Meeting Adjourned:  9:40 am  
Minutes Finalized:  March 25, 2015
BUDGET SITUATION – 2015/16

We must assume flat budget for materials.

This year we cancelled around $175,000 in serials/databases, and we still had no money for books from the materials budget.

As we expect serials prices to rise 6%, we literally are already in the red for 2015/16 unless something changes.
WHAT WE PLAN

Need to cut $600-800K of serials

I hope this will give us room in the budget for books for 2-3 years

If the money is spent on books, this will contribute to improved student outcomes related to use of library materials\(^1\)

No guarantees that the savings will be spent on books

\(^1\)See “Projected Outcomes of a Re-apportionment of the Collections Budget,” presented to LAC on 9/16/14
A different approach this year: using the “Weighted Value Algorithm”

In the past: we simply asked faculty members
Problems with “just asking”:

Response rate varies considerably

Faculty are accurate in determining which titles are high-value ("keep"); but inaccurate in determining which titles are low-value ("cancel")

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WEIGHTED VALUE ALGORITHM

Developed at University of California³

Takes into account six different measures of journal value

Provides a score indicating local value — at our university

WEIGHTED VALUE ALGORITHM, CON’TD.

FACTORS:

1. Usage
2. Citations
3. Impact Factor
4. SNIP (Source-Normalized Impact per Paper) – an alternate to Impact Factor that equalizes across disciplines with high and low populations of scholars
5. Cost per Use
6. Cost per SNIP

WEIGHTED VALUE ALGORITHM, CON’TD.

CALCULATION:

1. Divide subscriptions by discipline
2. Determine median value in each factor
3. Assign a score of 1 for value above median, score of 0 for below median (exception: Usage – score of 2 for above median, score of 1 for third quartile, 0 for bottom quartile)
4. Add the scores — range of 0 to 7
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OUR PLAN

We are recommending cancellations based upon WVA scores

But – WVA is not perfect

A title may be very important to a small number of people; this may look similar to it being unimportant
OUR PLAN, CONT’D

So... we will ask the faculty to look at our recommendations and alert us to any titles we have misapprehended; we will make an effort to keep them

The rest will be cancelled
WHAT THEY’LL SEE

Yellow = titles the libraries are recommending for cancellation

We will display the master list of all titles

But each department will have its own list as well, for ease of reference
RAMIFICATIONS

Recommended cancellations are not “across the board”

Every department has some cuts recommended

But we will try to rectify imbalance in expenditures by cutting some departments more heavily to bring their library support closer into line with their proportions of enrollment and research activity.\(^5\)

\(^5\)See “Distribution of Materials Funds Between Subscriptions and Firm Orders,” presented at LAC 6/16/14
Cuts this deep will require us to opt out of at least one “Big Deal” (packages in which we agree to maintain all of a publisher’s subscriptions and in exchange they offer us unlimited access to most of their titles)

- ScienceDirect (Elsevier) is over $1.1M/year
- We plan to cut several hundred low-performing titles and begin new subs to a few dozen that were revealed to be popular using the Big Deal
- Sage and Springer seem to justify their costs for now, but that may change; Wiley just began
Recommended cancellations will be posted ASAP / liaisons will notify academic dept reps

Review will continue about 1 month

Cancellations will be transmitted to publishers in May

Last issues will be received in December
And, if budget remains flat, we’ll be back doing it again in 2017