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# Faculty Senate Library Committee Meetings Essence Notes

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## Faculty Senate Library Committee

October 26, 2016

### Essence Notes

Attending: Bede Mitchell, Russell Thackston, John Barkoulas, Timothy Giles Linda Kimsey, Rebecca Kennerly, Elizabeth Downs, Harvey Moody, Ursula Pritham, Fred Smith.

The committee met to review and offer feedback of a proposed presentation to be given to the Faculty Senate by Chair Russell Thackston. The presentation will introduce the library's project for obtaining feedback from academic departments regarding which resources currently licensed by Henderson Library should be dropped in the event that the Library's budget shortfall of \$900,000 cannot be covered through year-end funds.

Russell's presentation was well received by the group. Discussion followed on ways to organize the presentation to catch the attention of the audience and place strong impact on the importance of the topic. In Russell's presentation he chose to use the term *switch*, not *cut*, in asking departments to identify those low usage journals and databases that could be accessed through the interlibrary loan system instead of through the instant access route offered through subscriptions. Bede stated that although the Provost has requested more budget funds be directed to the library's materials budget, there is no promise of any additional year-end funds.

Russell will revise the presentation using suggestions listed below and share back with the committee prior to Monday's Faculty Senate meeting. Bede will be in attendance at the meeting and will assist with answering audience questions or comments.

- Begin the presentation with a brief introduction as to why the project is being conducted.
- Prepare a *point page handout* of the main points to be addressed and use a catchy title for the handout.
- Describe the process that will be conducted in acquiring feedback from the departments.
- Closing should repeat the reason and importance of the project.
- Definitely use the wording "switch" not "cut" when describing how access can be acquired.
- Identify the project's "good stewardship".
  - Faculty benefit
  - Library savings
  - Cost benefit to taxpayers
  - Added value and sustainability
- Have available, the spreadsheet prepared by C&RS that could be used to give examples of low usage databases, identifying usage, cost, etc.

A projected timeline for the project was set:

#### *Prior to Thanksgiving:*

- ★ Prepare and deliver to each department head, a list of the department's low usage databases/journals for review. Possible use a Google document that can be viewed and edited by both the library and the department head.
- ★ Library Committee members will notify their faculty of the project pointing out that their department head has the spreadsheet that needs to be reviewed and acted upon by a certain date.

#### *Spring 2017:*

- ★ Final feedback from departments. Russell will assist C&RS in combining each department's spreadsheet back into one document.

The committee will meet again on Wednesday, November 2, 10:00 am to review the presentation's outcome at the Faculty Senate meeting.