

LMAC Minutes
September 25, 1996
3:00 PM

Present: Beezer, Clayson, Gardiner, Lamb, Mitchell, Peterson, Share, Wiens (student representative)
Absent: Ellis, Greene

Minutes of the 9/11/96 meeting approved.

Mitchell had distributed a copy of the memo to departments re: 1996/97 Library Subject Allocations and copies of the 1995-96 Learning Materials Expenditures and 1996-97 Learning Materials Allocations Budget to LMAC members. She explained the information.

Although the total allocation for library materials for 1996/97 was increased by 1.8%, the increased cost of subscriptions (10% for periodicals, 4% for microform, and 5% for standing orders) has resulted in a net decline of books/media allocations of nearly 6%. Although allocations for books is decreased, the total budget per department is slightly increased. Even deeper cuts in book/media allocations will need to be made for 1997/98.

The 1.8% increase is very small in comparison to past years. During the past 2-3 years, the increase has been 2-3%. Before that, the increase ranged from 6-10%.

Discussion related to learning materials allocations and helping faculty understand the process included the following issues:

1) formula used for departmental allocation ratios

current formula being used was developed several years ago before Mitchell came to UPS

2) interlibrary loan and electronic access to journals versus buying subscriptions

sometimes, with heavy usage, buying the subscription is more cost effective than is interlibrary loan

3) library space for storage

the projection is that when the library gains access to space currently being used for faculty offices (projected to be in 5 years when the new academic building is completed), it will take about 5 years to fill the space

4) need to tighten the journal list to those that are used

indication of journal usage is based on re-shelving counts while book usage is based on circulation counts

5) some money from the fund drive will be earmarked for book acquisition

Mitchell's opinion is that money for book acquisition acquired in the fund drive should be in addition to the regular budget and should not replace the regular budget

there are some relatively small endowment funds (ranging from about \$300 to \$20,000 or \$30,000) for book acquisition

6) departments may need to know what is included in departmental allocations—
books/media (including standing orders and carry-over) and serials (including
periodicals and microform)

7) it may be help to assess the degree of satisfaction/dissatisfaction on the part of faculty
with library allocations and on the part of students with library holdings

students tend to feel dissatisfied with library holdings because they become aware
(through the indices) of what UPS library doesn't have

Mitchell will provide LMAC with a list of factors included in formula for departmental allocation ratios, and
questions related to space and trends to facilitate discussion at the next meeting.

Adjourned at 4:00 PM.

Next meeting: 3:00 PM October 10, 1996 in Library 134.

Submitted by Shelby Clayson