

Library Advisory Committee Meeting Minutes
Monday October 12th 2:00PM

Present:

Adrienne Dove, Aimee Denoyelles, Allison Bobnock, Amanda Walden, Anna Valdes, Cynthia Kisby, Frank Allen, Joel Lavoie, Lin Boldt, Michele Butts, Penny Beile, Rebecca Murphey, Scott Warfield, Thomas Kean, Trey Philpotts, Xiaoming Yu, Ying Zhang, Lori Walters

I. Frank Allen - Welcome and Election of Chair

- We need to elect a new chair for the coming year. Any nominations or volunteers? Amanda Walden was willing to serve as chair. Motion for Amanda from Lori and seconded. Vote was affirmative. Thank you, Amanda!

II. Ying Zhang - Library Materials Budget – Discussion of possible cuts

- We are in the process of migrating FALSC to Primo VE which will feature a new library catalog and interface and will go live in July 2021
- Facing severe budget cuts, table shows most expensive subscriptions but also want to show the value of these subscriptions. Annual cost of Elsevier is approximately 1.1m but getting close to 600k uses so cost per use is quite low. Without the subscription it would be \$31.50 for use.
- Library subscription determinates: For example, Nature Astronomy \$79 vs \$15,097 per year. Often have annual inflation, part of the reason is that the sub cost is based on FTE as UCF has highest FTE in the state. UCF benefits because of historical holdings, getting very severe discount on it. UF and FSU were paying more than double. When looking at subscriptions we are looking at ILL and on demand to make sure we are getting the best value.
- Vast majority of budget goes to electronic databases. 89% of last year's budget was eBooks. Each year these subscriptions take a big chunk of our budget and have an annual increase. However, we have seen the current budget allocation decrease.
- Because of the cut we are actively looking at what to cancel to balance the budget. Scenarios are very likely, but no decisions have been made yet. You do not see Wiley, Science Direct, or Elsevier because of the pricing we are grandfathered into.
- Frank: the \$1,379,216 number is a result of exercise and similar presentation made to Academic Affairs a few weeks ago. Budgets have not yet formally been cut, we have been told there was a possibility of an 8% total library cut (3% most units on campus, 3% hold back + 2% hold back). If all three go into effect, we may have to cut well over one million dollars from the materials budget
- Thomas Kean – Do we have data on UCF reviewers that contribute to these journals?
Ying: In some cases, we do ask for this and in some cases some journals have editors, yes these are the kind of things we are looking at. Also looking at faculty involvement in these journals. Scenarios on the slide is of packages not journal titles for example, T&F has about 2200 titles within the package.
- If you have any specific questions please reach out to Ying Zhang ying.zhang@ucf.edu

III. Joel Lavoie - Library Technology update

- Wanted to be as flexible as possible with computers, so they came up with came up with virtual desktops, 153 library PC have added them to a pool for students to access. Have seen a steady

gain of usage. Going to do the same thing for Phase 1a computers. Now all library machines have adobe creative cloud and honorlock which is a new testing software used for students this is the only one that is on physical machines only. Getting 30-50 requests a day from students to put honorlock on machines.

- Phase 1A almost done, it's really a beautiful space, we'll be adding 100 PCs some will be for students and some will be UCF Apps. Working on signage and setting up 2 library instruction rooms.
- 2020 Tech Fees were very successful, CMC got a large tech fee to update computers and add technology items like 3D printers, laser printer and LibTech got a huge tech fee to replace all laptops that are rented out and distance learning items like cameras and headsets, as well as 2 3D printers and new for anatomy models.
- You can view previous tech fees here: <https://library.ucf.edu/about/technology-fee-funded-projects/>

IV. Penny Beile - Student and Faculty Services update

- Ask Us, an online reference service that is now complemented with an onsite virtual service. Ask statistics have almost doubled compared to last year, and the 'tele-reference' onsite virtual service has walk up, real time assistance in the library.
- We are also providing synchronous library instruction sessions, usually offered via Zoom, as well as a robust slate of online library modules and tutorials that you can assign students to work through on their own time.
- The one on one consultations with a librarian have remained popular, again using zoom instead of in person. And with access to online collections, both eBooks and journal articles, students are using library collections for class assignments. Since the fall semester print resources are also available and students and faculty who are remote can receive these items through our popular books by mail program.
- And last but not least, we've seen a large uptick in use of library-provided eBooks, articles, and videos being used for course materials. This is hot off the press.... To date we've tracked \$4.3M potential savings by 45,000 students. This, of course, is due to your efforts to look for affordable course materials. I'd also like to point out that of that savings, the library has provided materials that have reached almost 19,000 students, in turn saving them about \$1.4 million. This is about one-third of all textbook affordability savings.
- Now we'd like to ask you all a few questions:
- What service have you incorporated into your teaching?
 - Amanda Walden: incorporating textbook access for medical terminology and getting textbooks through the library has been great
 - Thomas Kean: library instruction on use of endnote
 - Adrienne: library sources electronic textbooks and reserves, several one on one sessions with librarians to help search for open sourced books.
- Have your library interactions to date been positive and have they met your teaching and research needs?
 - Thomas – Yes
 - Adrienne – Yes
 - Scott – Yes
 - Anna – Yes

- Michele – Yes
- Amanda – Yes
- Lin – yes
- Adrienne – support for virtual events and resources outside classroom activities as well.
- Allison – in terms of research yes!
- Lori – yes excellent with research and student needs
- What resource do you see your students struggling the most with?
- Amanda: research guides on accessing e books would be helpful
Penny: We can also create something class specific for webcourses
- Can you think of anything else we can do to help you, your students, or your research? Please reach out to Penny Beile p.beile@ucf.edu Thank you for everything you've done since we've moved to remote!

V. Cynthia Kisby COVID Updates Regarding Library Services and Facilities & Dean's search

- Delighted to see how much we can accomplish remotely, own staff offering Tech Tips Tuesday and Wellness Wednesday, did have reopen task force to review plans and procedures and execute requires furniture moving. Library staff continue working blend of in office and remote. Tend to operate mostly on physical distancing rather than % of employees in building.
- Student use of library at Rosen is down 10-20% of what it was pre Covid, see 50-70 students and faculty compared to 300-500. John C. Hitt Library gate counts peak count is 11am – 2pm, high count is 347 students, which is 30 – 40% lower or 800 to 1000 students that we'd see.
- No specific plans to extend hours during exams this year, we expect to extend current hours to intersession, spring is still undecided
- Looking for Dean of libraries, all very excited to work for an energetic and visionary new leader. We created a Qualtrics survey, about 40 people completed survey, summarized things we found and shared highlights and details with Provost Johnson and Jana Jasinski, help in aiding in the position announcement, if you have feedback please email Cynthia Kisby Cynthia.kisby@ucf.edu

VI. Frank Allen - 21st Century Library Project update

- Kudos to library staff to retrofit this building for social distancing. Staff roped furniture, put up signs, moved hundreds of pieces of furniture, etc.
- Hope most of you have seen the new addition, you can view photos of the new space here: <https://library.ucf.edu/21st/>
- We are already working on next renovation phase. At this point forward library will be renovating floor by floor. Traditional academic library is heavily stacks and books but if you look at 3rd floor plan, you'll see modest book stacks hundreds of new seats, workstations, will have dedicated graduate student study area with card access.
- Had first meeting last week, looking at taking this floor offline late spring and demo starting in May and hard construction starting in September and construction will last about a year and reopen in Fall of 2022. Will share more information at spring meeting.
- Any questions?
- Aimee: Really appreciate Joel's presentation with tech improvements, first hearing about virtual PCs, what is the communication plan to students so that they know it too.
Joel: Library posted on Twitter, Reddit, Facebook and UCF IT posted in their app,
- Lori: Can students access virtual PCs after hours? Joel: Yes.

- Find out more about apps here: <https://it.ucf.edu/ucf-apps/>
- Adrienne: is there something that this group can do to address this issue of the budget cuts to the library or advocate for the library?
- Ying: Frank and Ying are presenting to university faculty senate budget and administrative committee on Wednesday. Everyone could be an advocate for this budget situation.

Frank: Terrific question, these cuts are going to be felt with even lesser reductions. This year not only do we have inflation impact we also have a cut to base budget. Reminder, the cut has not occurred yet. It's a hold back and the university is trying to access. University pools money together and reallocates where it's needed so we are hoping that faculty can help make these concerns known.

Ying: on terms of timeline, deadline for making cancellation decisions is January 1st 2021.

Amanda: Can we share slides with colleagues? Ying: yes, but please be aware it's not the actual cuts.

Thank you all very much.

Meeting adjourned: 3:00pm

Recorder: Kelly Young