

Library Advisory Committee

November 17, 2017

12:30 p.m.

Library 511

Minutes

Present: **Allen**, Frank; **Baker**, Barry; **Beile**, Penny; **Buchoff**, Rita; **Hamann**, Kerstin; **Jaskowski**, Selma; **Mejia**, Cynthia; **Murphey**, Missy; **Quelly**, Susan; **Reed**, Adam; **Scharf**, Meg; **Warfield**, Scott; **Wheeler**, Sandra; **Wilson**, Deedra; **Vaidyanathan**, Raj; **Yu**, Xiaoming

Absent: **Carroll**, Sissi; **Falen**, Thomas; **Gray**, Kyler; **Mayfield Garcia**, Stefanie

The meeting was called to order at 12:30 p.m.

1. Welcome/Introductions: Barry Baker, Director of Libraries, welcomed committee members, and had everyone introduce him/herself.
2. Election of Chair: The responsibilities for the chair were noted. Cynthia Mejia was made chair for this year.
3. Updates:

- **21<sup>st</sup> Century Library Project**

Baker reported that it has been over a year they have working on Phase 1 of the 21<sup>st</sup> Century Library. Phase 1 consists of building the Automated Retrieval Center (ARC) and installing three of the five rows and cranes. (The remaining two rows and cranes may be added in Phase 1a.)

- ARC = three stories of bins (approximately 6,900 of them); the bins are 2' x 4' with varying depths. 26 libraries in the U.S. are already using an ARC.

**Comment:** Scott Warfield reported that his subject librarian Richard Harrison sent a link to a University of Chicago's Manseuto Library. This You-Tube link shows their ARC in action.

[RECORDER's NOTE: Warfield later sent the link to all Library Advisory Committee members. <https://www.youtube.com/watch?v=HK7E0ang48w>]

**Question re. How the System Works.** Baker explained that when the books are ingested (put in the bins) the system will record into which bin the book is located. A patron requests a book which will be retrieved by the system and picks it up at the Circulation Desk. When that book is returned the system will note the size of the book and search for the correct size bin with a vacancy. The book will not necessarily be returned to the bin from which it came.

**Question re. Success of ARCs.** Baker noted that there are very few complaints about the system; a high percentage of satisfaction.

Baker gave a summary of the 21<sup>st</sup> Century Library Project to date:

- Installation of sprinklers throughout building (mandated by Fire and Safety) is complete; they are being tested now.
- Elevators are complete: Elevator Cars #3, #4, and #5 had their mechanical systems upgraded as well as receiving new cabs. Elevator Cars #1 and #2 had their mechanical systems upgraded a short while back; these elevators received new cab interiors and doors.
- Restrooms in the "1984" section of the library are completed and brought up to code. The restrooms in the older section of the library were not renovated at this time, because these restrooms are being moved to entirely different places when the building is renovated.
- Stairwells have also been renovated and are complete
- 5<sup>th</sup> floor quiet area: furniture should be arriving in December; the study space should be open to students in January 2018.

- ARC is due to be finished in late December. The temporary bridge connecting the ARC with the library is being constructed now. This bridge will allow Libraries staff members to move books back and forth to the ARC.
- Dematic, the maker of the ARC system, will setting up the three robot cranes soon. The ingestion of the books will begin in late January 2018.

Phase 1 is expected to be completed January. Phase 1a will begin shortly after that and consists of creating a connecting building to join the library and the ARC. This will be done one floor at a time beginning with the 1<sup>st</sup> Floor. Because of the current shape of the John C. Hitt Library the number of square footage will differ with each floor – getting gradually larger the higher up they go. There will be approximately 300,000 volumes maintained within the library. The added space will be used for students, study rooms, etc. Phase 1a also includes the new entrance in the back of the building. The legacy entrance facing Millican Hall will remain virtually unchanged from the outside, though there may be some changes inside the building entrance. One of the reasons for the change would be the anticipated switch to card-swipe devices to enter the building. Once the new entrance is completed Circulation Services Desk will move to the back of the building near the new entrance.

- **Library Materials Budget**

Baker noted that the Libraries is in pretty good shape this year 2017-18 with materials budget; there were no cuts and we're good as far as inflation is concerned. It will soon be time to plan for the 2018-2019 budget..

**Question re. Amount of Libraries Budget: \$6.9M**

- **Downtown Campus Library**

Frank Allen gave a brief overview of the Downtown Campus Library. There have been a number of planning meetings in 2017, most of them held downtown. The library will have an instructional, research assistance, collection and study space presence in the Academic Building. Space planning is well under way – with approximately 50% of the construction documents completed. The 2<sup>nd</sup> floor library will have capacity for approximately 10,000 volumes. This same room will have a study/reading area with 50-60 seats. There will be multiple academic colleges and departments represented downtown, making it unfeasible to try to duplicate the resources in the John C. Hitt Library into the downtown library. In addition to having a starter collection, one of the plans for developing the downtown holdings is called the "Floating Collection." A patron from the downtown library requests a book from the main campus library. When the book is returned, instead of automatically sending it back to the lending library, it will remain at its current location until requested to go elsewhere. Over time the library collection will reflect the research interests of the downtown students and faculty.

As far as staffing is concerned there will initially be two UCF Librarians and one Valencia Librarian as well as three USPS support staff. Since there will be many teaching faculty at the downtown campus, the library plans to work closely with those faculty members to enhance their teaching and research endeavors downtown. Valencia, as a partner, will provide one librarian and some print materials, notably an extensive Culinary collection. Public technology will be handled largely by BYOT (bring your own technology). The library will focus on providing a robust wireless system and plenty of power outlets for patrons to use with their own equipment. Classes are expected to begin in fall 2019. The head librarian will need to begin a year before that making personnel decisions, etc.

**Question re. Keeping Valencia and UCF Libraries Books Separate.** Jaskowski noted that each institution is using the same system for checkout and checkin. Baker compared it to what is currently happening in the UCF Connect joint-use libraries. Depending on license agreements,

electronic resources will be shared as much as possible. Allen stated that each institution will have its own gateway to their resources.

- **New Integrated Library System (ILS)**

Jaskowski reported the old (current) system Aleph is being replaced with Sierra and will be the ILS for all of Florida's 40 public colleges and universities. We are in the 2<sup>nd</sup> testing phase since the beginning of October. The Go Live date is anticipated in July 2018. Jaskowski noted that there are eight Working Groups on the project, each of which oversees a specific area of the new system. Each group consists of six to nine library staff members and a FALSC staff liaison. UCF Libraries is represented in seven of the eight groups.

**Question re. What this Means to Faculty/Patrons.** Although the system is for all public colleges & universities and those resources will be included, local licensing mandates will remain in force, e.g., items may appear in the lists but because of local licensing not be available to everyone.

**Question re. Using the New System.** Jaskowski reported that the actual screen(s) for Sierra will not appear appreciably changed. This "Next-Gen" system Sierra makes the behind-the-scenes jobs easier.

- **STARS (Showcase for Text, Archives, Research, and Scholarship) (IR)**

Jaskowski distributed a handout that provided valuable information about the institutional repository STARS along with a pen with a flashlight in it. Statistics from September that Jaskowski shared included 49,000 downloads from STARS and 1,500 new submissions. UCF scholarship was read by 3,714 institutions from 175 countries that month. She pointed out the world map feature on the STARS home page that shows in real time what is being looked at and from where. The "Selected Works" is where individuals can build information about themselves and their works. Lee Dotson is the Digital Services librarian. Questions re. STARS may be directed to her.

**Comment.** Cynthia Mejia reported working with Tim Bottorff, head, Universal Orlando Foundation Library at Rosen, on events hosted at Rosen through the STARS portal. She was very pleased with the success.

**Question re. Journal Overlap.** Beile began a discussion author's rights and copyright agreements with publishers. Sherpa Romeo ([www.sherpa.ac.uk/romeo/](http://www.sherpa.ac.uk/romeo/)), database of publishers' policies on copyright and self-archiving, can help determine if a work can be loaded into **STARS**. Beile mentioned uploading pre-print version of an article which is usually not copyrighted. She cautioned everyone to double check the copyright policy and be aware when negotiated copyright with a publisher. Beile also noted that she would wait until the article is already published before loading a pre-print. Beile also noted that the Libraries does double check the copyright before uploading articles.

**Question re. Citing Materials.** The citation should cite it as a pre-print if applicable.

- **Digital Studio**

Jaskowski reported on the progress of the Digital Studio, on the 3<sup>rd</sup> Floor. With funds from a Student Tech Fee award in 2015, work began on a digital studio located in the back of the 3<sup>rd</sup> Floor around the corner from the LibTech Desk. Due to a snafu with the installation of electrical wiring, the project was significantly delayed. Work has now begun again. Jaskowski noted that our existing presentation practice room, which has been up and operational for a while, has been upgraded to a one-touch system that will make using it easier. In the works is an editing bay, three 70" TVs that can be used separately or together and can be used for projects and events. The spaces will be reservable as well as just open some of the time. The equipment is installed as the mobile model. They are thinking of it as a pilot project to inform what might be installed in the renovated 21<sup>st</sup> Century Library.

There will be training on how to use this kind of space. They hope to have it up and running sometime before Spring Break 2018.

- **Textbook Affordability (TA)**

Beile began her discussion of textbook affordability by pointing out the use of the Subject Librarian model to help with curriculum mapping; determining teaching needs; supporting faculty research. The Engagement Librarian model helps with 1st Year, Honors in the Majors, Undergraduate Research, STEM, and other high profile student groups. The Scholarly Communication Librarian is a resource for copyright and publication matters.

UCF and the University of Minnesota are two US institutions among several worldwide who have explored library use and student success. A study of over 25,000 students who used one or more of five library services were compared to library nonusers. Analysis revealed that student who used the library had average end-of-semester course grades of 3.20 compared to 3.05 of nonusers.

Beile distributed a handout about textbook affordability. This is one way that faculty can help reduce the cost of college for students. She reported that one problem is students delaying purchasing a textbook due to the expense.

**Comment.** The Graduate Student representative Adam Reed, reported that he and his group are working on a lab manual and intend to make it available to students for free.

Beile reported on some of the cooperation and success we've experienced. The TA group started by working with two classes (one history and one english). Now, with over 30 sections adopting free or low cost course materials, almost 2,000 students have saved over \$100,000.

**Comment.** One faculty member encourages students to purchase older editions of textbooks on the list for the class. It was noted that the older editions could also be put on the official class list.

#### 4. QUESTIONS/COMMENTS

Baker reported that in addition to the university closing from December 23 – January 1, the John C. Hitt Library will be closed from December 16-22 as well. As part of the building construction project, they need to do electrical work so all of the power needs to be turned off to the building. More information about this closure should be forthcoming.

### Action Items

N/A

Adjourned: 13:35