<div align="center">

Library Advisory Committee
October 24, 2016
3:00 p.m.
Library 511

Minutes

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Present: **Allen,** Frank; **Baker,** Barry; **Beile,** Penny; **Bennett**, Rebecca; **Falen**, Thomas; **Hamann**, Kerstin; **Han**, Kyu Young; **Jaskowski**, Selma; **Jentsch,** Florian; **Milman**, Ady (via Skype); **Murphey,** Missy; **Page**, Mary; **Quelly,** Susan; **Scharf,** Meg; **Vaidyanathan,** Raj; **Wang**, Alvin

Absent: **Buchoff**, Rita; **Kallina,** Ed; **Kim**, Yoon-Seong; **Ong**, Andre

The meeting was called to order at 3:05 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. Susan Quelly was made chair again for this year.

3. Updates:

- 21st Century Library Project

    Baker reported that Turner Construction has started site preparation for the Automated Retrieval Center (ARC) building will be located on the back side of the John C. Hitt Library between the library and the Student Union. [See attached PowerPoint, slides #1 & #2.] Originally organized into Phase 1, Phase 2, and Phase 3, the construction stages are known as **Phase 1a**, **Phase 1b**, and **Phase 2**. The ARC building will house an automated retrieval storage and retrieval system as well as a fourth floor "reading room." Initially there will be three robotic cranes to move the materials in and out; eventually there will be five of them. The ARC has a capacity of approximately 1.25M volumes. Approximately 300K volumes will remain within the library. A covered bridge from the ARC building to the second floor of the library will be built to allow access to materials in the ARC until Phase 1b is completed with the construction of a connecting building.

    Other work to be done in Phase 1a:

    o Restrooms (1984 addition): Beginning on the fourth floor, the restrooms in the 1984 addition of the library will be completely renovated. These restrooms will remain in the same place when the rest of the library is renovated. The restrooms in the 1968 building will be completely relocated during the eventual renovation and will not be changed at this time.

    o Elevators 3, 4, & 5: The bank of three elevators will be mechanically and cosmetically redone. The bank of two elevators were mechanically redone in the last few years. These elevators will be cosmetically redone.

    o Sprinklers: Sprinklers will be installed on the second through the fifth floors in compliance with fire code. (There are already sprinklers on the first floor; just the heads will be replaced.) It will probably take a couple of months to complete the remaining floors. Timing should be good to do the second floor sprinklers when classes end. Baker indicated that there will be three shifts working to be sure the work is completed.   Critical use areas such as classrooms and staff work spaces will be done in the evenings and weekends. Communication in the form of signs will alert patrons what work will be done in what areas. Completion date is sometime Fall 2017.

    o Stairwells: In addition the stairwells will also be brought up to code (the railings) and the floor covering will be replaced.

- o Fifth Floor Quiet Study: The stacks and furniture (except for a few study carrels) have been removed in anticipation of the work to come. A glass storefront partition/wall will be created beginning at the outside corner of Library 511 to minimize the noise from staff and meeting spaces. The furniture will be replaced with comfortable individual seating. There will be no collaborative spaces on the redesigned fifth floor. Baker reported there is a student tradition that says the higher one goes in the library the quieter it gets. This study area will be in keeping with that tradition. There will be 170 seats. We expect work to begin in January 2017 and be finished (if all goes well) before the end of Spring Semester.

Meg Scharf briefly discussed the furniture story. Vendors brought in 20 pieces of furniture so that students could "sit test" it for comfort, design, and usability. 413 students completed the survey [see attached handout Furniture Ratings Surveys for the 5th floor Quiet Zone] and the highest scoring furniture was tabulated. [See attached PowerPoint, slides #3 & #4.] Scharf related some of the comments students made, including one who said they wanted to be able to "settle in" for 4-5 hours. The Student Advisory Board met last week and discussed this project. Concerns were raised about allowing hot food in the area because of the smell. Baker noted we will be monitoring this furniture with an eye toward possibly using it in the library and/or the 4th Floor Reading Room of the ARC building.

Phase 1b will focus on the connecting building, including a new entrance on that side of the building. The current legacy entrance will remain. Work on the design development and construction documents are expected to begin later this semester and, with luck will be completed to coincide with the finishing of Phase 1a (possibly late 2017 or early 2018).

Baker pointed out that another factor in making the ARC ready for use is the need to integrate the new Integrated Library System (ILS) with the ARC. The ILS is expected to be in place by Fall 2017.

Phase 2 will be the renovation of the library building. Things will be completely gutted and replaced – HVAC, lighting, electrical, telecommunications/network, plumbing, etc. Completion of this phase will probably take several years.

Question re. Contingency Plan if the ARC Breaks Down. Baker explained that there will be a service contract, hopefully something local. However, these ARCs have been around since the 90s so the technology is secure. The anecdotal evidence from the institutions which have ARCs is that they just don't break down. Check out the University of Chicago Mansueto Library website for a brief video on the workings of their ARC.
[http://news.lib.uchicago.edu/blog/2011/05/10/watch-books-being-retrieved-in-mansueto-library-how-it-works-video/]

- Another feature possible is virtual browsing of the collection.

Downtown Campus Library

The planning for library space in the Downtown Campus is ongoing. The library will occupy some portion of the main building. Later this fall we will be meeting with the
- architect(s).

Library Materials Budget

Baker gratefully reported that the looked for shortages were averted this year and the Libraries received for it asked for, approximately $7M. A large portion of the materials budget is electronic resources. Baker introduced Mary Page to discuss some of the

electronic package agreements. [See Publisher2016 Package Price, Approximate Number of Titles handout.] Page explained that the Florida Academic Library Services Cooperative (FALSC), part of the Florida Virtual Campus (FLVC), the overarching organization for public higher education, is composed of the 12 public state universities and 28 public colleges. The needs are very different. A FALSC team negotiates with the publishers. An example of the negotiations: Elsevier originally wanted a 6% increase each year for a five-year agreement; it was negotiated down to 3.25% for the same agreement period. Wiley negotiated a three-year agreement at 3% per year. These package deals include an overwhelming number of resources that will not be used. However, trying to get just those resources that would be used can be more expensive than the package.

The handout shows just UCF's portion of the total cost for the packages based on previous participation, FTE, etc. Baker noted that negotiations can take up to a year to complete. We depend on FALSC for many resources and would need to subscribe ourselves if they weren't able to fund a renewal. For example, CINAHL is essential to nursing, and we'd have to find the funds to continue access. This means, though, that we'd likely have to cut something else if new funding were not forthcoming.

Question re. Getting a List of Unused Titles. Page informed the committee that it is possible to compile a list of unused titles.

Question re. Bargaining Group for SUS. Baker advised about the Council of State University Libraries (CSUL).

4. STARS

Selma Jaskowski discussed the institutional repository (made possible with a Student Tech Fee award) called STARS (Showcase of Text, Archives, Research & Scholarship), which went live in July 2015. (See handouts .[Top 10 Ways to Put STARS to Work for You and Top 10 Ways to Put SelectedWorks to Work for You]) STARS has been very successful with 20,570 papers loaded and 158,901 total downloads to date, scores in the 100 percentile in growth, and has had the most popular downloaded papers a couple of times. Lee Dotson (Digital Services Librarian), Kerri Bottorff (adjunct), Subject Librarians, and Scholarly Communication Librarian are working hard to get the word out. Jaskowski reported that a link to STARS was mentioned in a *The New York Times* article discussing issues with goldfish in the wild. UCF Biology professor Linda Walters has written a couple of children's books the link to which was included in the article.

Question re. Copyright & STARS. Penny Beile reported that for the "selected works" in STARS it is the faculty member's responsibility to be sure copyright laws are properly observed. She interjected that one way around this issue is to use pre- or post-print versions of the work. Scharf mentioned one helpful tool SHERPA/RoMEO. This publisher copyright policies & self-archiving software allows one to enter a journal title and get a rating (green, blue, yellow and white) that explains the copyright rules that apply to that particular journal.

For more information about STARS, see the FAQ page. For assistance contact the Digital Services Librarian Lee Dotson at STARS@ucf.edu.

5. Digital Studio

Jaskowski reported on another Student Tech Fee award project funding a Digital Studio that will be located on the 3rd floor of the John C. Hitt Library. Some of the features include three 70″ monitors that can be used individually or connected and an editing bay. We are

still waiting for the electrical work that needs to be done before installing the equipment. Target date is tentatively set for Spring 2017.

Another Tech Fee award funded the purchase of equipment that can be checked out at the LibTech desk including laptops, cameras, sound systems, and scanners, to name a few.

6. Textbook Affordability [See attached handout]

Beile began the discussion of textbook affordability by announcing Open Access Week, which has a pirate theme this year. This overall project of providing free or low cost options for students has attracted the attention of many, including visitors from the Gates Foundation. Efforts by the Center for Distributed Learning and the Libraries consist of encouraging faculty members to use some of the OpenStax (https://openstax.org/subjects) resources. OpenStax, an initiative housed at Rice University, is funded by several philanthropic organizations (including the Gates Foundation).

Positive examples: Medieval English professor's usual book = $85; developed a free, open text supplemented with a required book, bringing the cost down to $10. These online solutions will save approximately $2666/semester or $66K for five year total. One of the history professors has adopted an OpenStax text. Possible savings for just this one class is $148K over five years.

Missy Murphey, Chemera "CJ" Ivory, Min Tong, and Peggy Nuhn have assisted Integrated Business faculty with locating free or low cost course materials, including Lynda.com. The CDL/Libraries working groups also is facilitating the adoption of materials already owned by the library.

Beile noted that currently no one owns the textbook affordability movement at UCF, but Vice-Provost Dooley is very interested in discussing how to make this an institutional initiative. She feels strongly that this should be faculty-driven; a meeting has been set with Dooley, Keith Koons (chair of the Faculty Senate), and the working group.

7. Community Security Officer

Frank Allen briefly discussed the Libraries' efforts to address some of the security issues that have arisen, e.g., the incident in January 2016 when the John C. Hitt Library was evacuated because of concerns (eventually determined to be unfounded) with a package in one of the stairwells. The Community Service Officer program seems to fill the need. Uniformed but unarmed the officer is OPS and part of and fully trained by our campus police. Staff the John C. Hitt Library from 8pm-1am, Sunday-Thursday, he or she spends much of their time at the front entrance. They also engage in "wellness checks" by touring the building and keeping an eye out for situations. Anecdotal feedback from students reflect their gratitude. The CSO has interceded on a few "low level" incidents. The Libraries is footing the entire bill for the CSO, which includes equipment, and runs approximately $28-30K per year. The Libraries would like to extend the program but would have to seek more centralized financial assistance.

Action Items

N/A

Meeting adjourned: 4:15 p.m.

Recorder: Raynette Kibbee

STUDENT UNION

+79.6'

+76.5'

JOHN T.
WASHINGTON
CENTER

+80.0'

Drop-Off

+75.5'

+80.5'

ARC BUILDING
PHASE 1A

+85.7'

COLLEGE OF
SCIENCES

CONNECTOR
PHASE 1B

EXISTING LIBRARY
RENOVATION
PHASE 2

COMPUTER CENTER II

SECOND FLOOR PLAN

NOTE: PHASE 1 SHALL INCLUDE:
1. ARC ROBOTS
2. ARC BUILDING (CHILLED FOURTH FLOOR)
3. BRIDGE FROM ARC TO LIBRARY
4. EXISTING LIBRARY SPRINKLER SYSTEM EXTENSION (SEE FIRE PROTECTION DRAWINGS)
5. EXISTING LIBRARY ELEVATOR MODERNIZATION (SEE ELEVATOR NARRATIVE)
6. EXISTING LIBRARY RESTROOM RENOVATIONS (SEE PLUMBING DRAWINGS)
7. EXISTING LIBRARY ADDITIONAL POWER (SEE ELECTRICAL DRAWINGS)
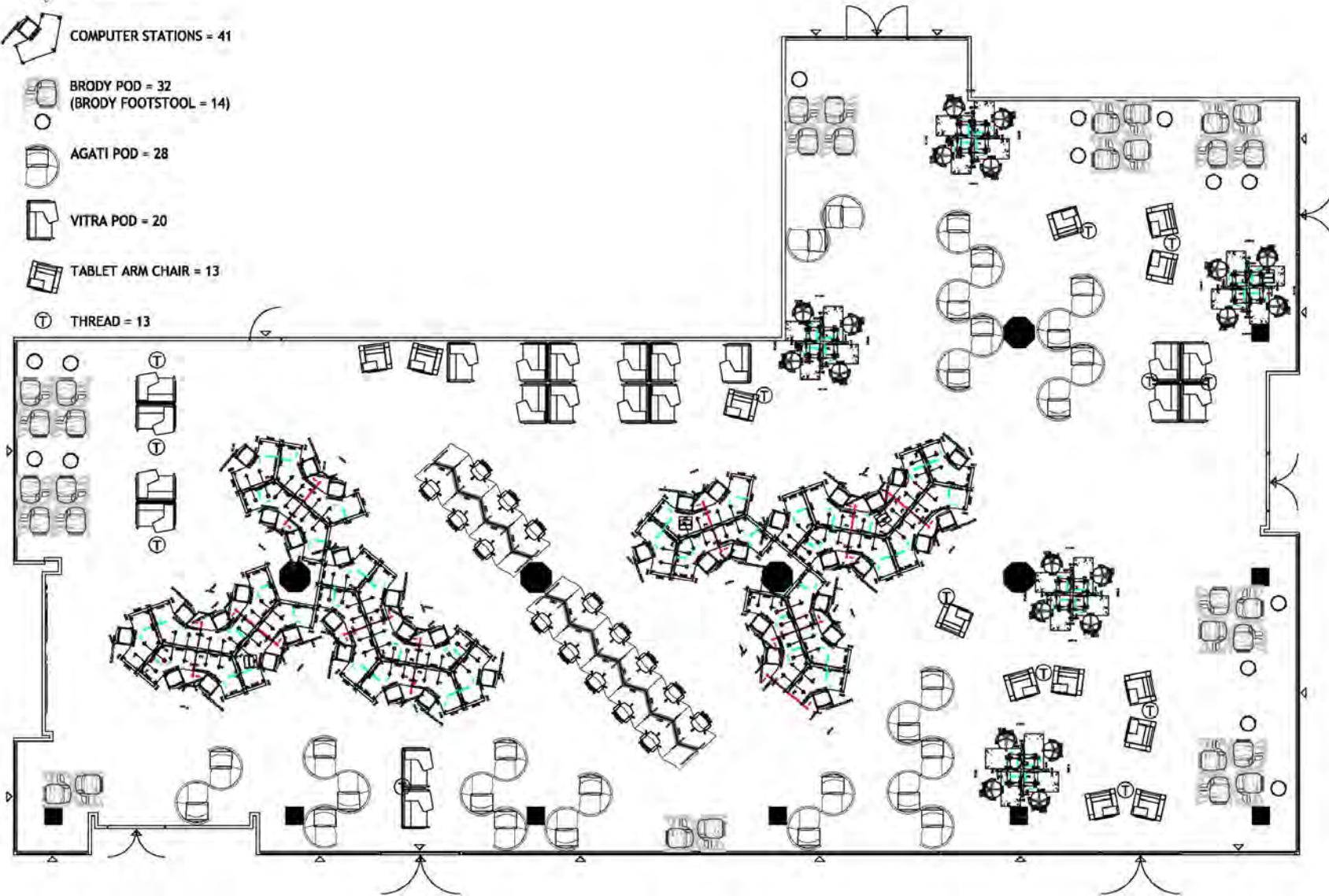8. DISTRIBUTED ANTENNA SYSTEM ON ARC BUILDING

NOTE:
EXISTING LIBRARY FIRE RATED WALLS, EMERGENCY LIGHTING, STAIR TREADS AND HANDRAILS TO BE REMEDIATED AS SEPARATE FACILITIES IMPROVEMENT PROJECT PRIOR TO THE START OF CONSTRUCTION.
NO WORK TO CEILING EXCEPT AS REQUIRED FOR FIRE PROTECTION.

① **SECOND FLOOR PLAN**
SCALE: 1/16" = 1'-0"

21st CENTURY LIBRARY
UNIVERSITY OF CENTRAL FLORIDA

SECOND FLOOR PLAN

50% DD

A-102

LEGEND

PINWHEEL TABLES = 20

ZIG ZAG TABLES = 16

COMPUTER STATIONS = 41

BRODY POD = 32
(BRODY FOOTSTOOL = 14)

AGATI POD = 28

VITRA POD = 20

TABLET ARM CHAIR = 13

T THREAD = 13

Furniture ratings surveys for the 5th floor Quiet Zone: part of the 21st Century Library Phase 1

In almost 3 weeks, 413 students completed ratings sheets: 247 (60%) online; 166 (40%) on paper

Students were asked to rate each of 20 samples on comfort, design, & usability

Scores on each dimension ranged from 0 (hated it) to 5 (loved it):

- Lounge Chairs/Reading chairs: scores ranged from 2.64 to 3.03

- Chairs: scores ranged from 1.77 to 3.73

- Pods/Carrels: scores ranged from 3.44 to 4.49

- Table: c 2.87; d 3.18; u 3.34

Comments centered on:

- Need for electrical outlets
- Need for privacy
- Comfort seems to be the most important dimension
- Students are VERY glad to have new furniture in the future
- Students want to focus on work and be shielded from distractions
- Students were grateful for the opportunity to give their opinions

Note: These are not in order; top 4 pods and top chairs were extremely close

Some of the most popular

Publisher	2016 Package Price	Approximate Number of Titles
Elsevier	$ 902,449	3,000
Springer	$ 207,802	1,500
Taylor and Francis	$ 380,325	2,000
Wiley	$ 591,462	1,200

Textbook Affordability (TA): Why TA and why now?
Update, April 1, 2016

Cost of course materials

- ➤ Average student spends more than $1300 per year for textbooks and supplies.
- ➤ Two out of three students have decided not to purchase a textbook because it was too expensive.
- ➤ Half of students have taken fewer courses due to cost of textbooks.
- ➤ Students avoid, delay, and illegally acquire textbooks due to textbook costs.

Legislation / National

➢ Section 133 of Higher Ed Opportunity Act of 2008
    Contains language to ensure "students have access to affordable course materials by decreasing costs to students and enhancing transparency and disclosure with respect to the selection, purchase, sale, and use of course materials."

➢ Affordable College Textbook Act Bill
    Creates a grant program to support pilot programs at colleges and universities to create and expand the use of open textbooks.

Legislation / State

➤ Florida Textbook Affordability:1004.085
   "Establish textbook adoption procedures to minimize the cost of textbooks for students while maintaining the quality of education and academic freedom."
➤ This is where the 30 day posting requirement comes from.

Legislation / State

➢ Education Access and Affordability ([House Bill 7019](#))
   Specific to TA:
   - adopt innovative pricing models
   - post course materials **45** days prior to first day of class
   - adopt policies, procedures, & guidelines to further
      minimize cost of course materials, including OER for
      high-demand gen ed courses
   - submit a report to Chancellor each year, forwarded to
      FL BOE and BOG

TA Goal at UCF

Create a campus environment favorable to textbook affordabilty issues and adoption and systematically promote open educational resources (OER) and Library-sourced content with faculty to reduce costs and promote high quality, ADA-compliant materials.

-- working group comprised of instructional designers (CDL) and librarians

University level activity

▶ Met with Business Services on upcoming bookstore contract
▶ Working with USF to emulate their TA project; General Counsel
▶ Investigating platforms that promote TA adoption by faculty
▶ Requested bookstore list (not successful)
▶ FL SUS bookstore contract research (CDL-authored)
▶ Met with Pam Northrup, FLVC mandate; provided input into state level TA legislation

Dept and faculty level activity:

➢ Presentations at FCTL (interested faculty)
➢ Hosted OpenStax sessions at FCTL and the library
➢ Suggested open and/or library-sourced materials (IB program)
➢ Three pilots:
  ➢ English: transition current text to OER
  ➢ History: transition to OpenStax text
  ➢ Economics: offer OS text as option
➢ Conduct research to gauge use, perceptions, and effectiveness of OER

On immediate horizon:

- ➢ Provide transition support for early OER adopters
- ➢ Analyze impact on staff time and resources
- ➢ Pilot project with TA platform
- ➢ Explore faculty incentive options
- ➢ Create website; promote TA resources and services
- ➢ Two possible large-scale projects
  - ➢ Run booklist against library holdings
  - ➢ Promote OpenStax texts for selected gen ed courses

OpenStax College

➤ Founded in 2012 ; administered out of Rice University.
➤ Grant funded
➤ 21 books available; 2 under development
➤ Available free online and ePub/PDF
    ➤ Can purchase print; cost varies by book
    ➤ $5 for interactive Apple iBook (varies by book)

The Books

➢ Written by faculty and peer reviewed
➢ Licensed under Creative Commons
➢ Table of Contents lists all topics of book
➢ Instructor resources available (varies by book)
  ➢ Powerpoints
  ➢ Quiz Questions
  ➢ Free iBook copy

Ways to Use Openstax Books

➢ Offer choice of required book or Openstax book

➢ Use portion of Openstax book as supplement

➢ Modify Openstax book

➢ Replace current book

Questions? Comments?

…and what can we do to help promote TA@UCF?