

**Faculty Senate Library Committee
November 2, 2011**

Minutes

Approved on February 1, 2012

Present: David Miller (Chair), Marianne Afifi, Lindsay Hansen, Christina Mayberry, Daniel Curtis, Meiqin Wang, Rosemary Gonzalez, Susan Auerbach, Tim Karels, Mark Stover, Julia Potter (Recording Secretary)

Absent: Joyce Broussard, Mohamed Hegab (excused), Charles Hatfield (excused)

Guests: Colin Donahue, Helen Heinrich

Call to Order

David Miller, Committee Chair, called the meeting to order at 2:00 p.m. The meeting was held in the Administration Conference Room in the Oviatt Library.

Approval of the Minutes

David Miller asked for comments about the minutes taken for the October 12, 2011 meeting. There were none. David Miller moved to approve the minutes. Daniel Curtis seconded the motion. David Miller called for a vote. The motion was unanimously approved.

Announcements

David Miller asked if there were any announcements. There were none.

Dean's Report

Mark Stover announced that Ellen Jarosz had accepted the Special Collections & Archives Librarian offer and her first day will be November 11th. She is replacing Tony Gardner. He noted that he worked with her at San Diego State and stated that her expertise is Archives. He stated that he will invite her to a future Faculty Senate Library Committee meeting.

Mark Stover announced that the CSUN Learning Resource Center (LRC) is moving into the Library in the Fall of 2012. He stated that the space planning to accommodate the required 5,000 square feet for the LRC is continuing and there is still ongoing negotiation about the programmatic relationship with the Library.

Mark Stover reported that he was working with Rick Evans (Executive Director, The University Corporation) to mitigate problems presented by the coffee cart in the lobby, including noise, smells, and spills. Some accommodations have been worked out. Grappling with the coffee cart will be included in the strategic planning process, he stated.

Mark Stover reported the progress of the ASRS upgrade. He stated that CSUN was a pioneer in robotic storage with the installation of the ASRS system in 1991. He noted that the University of Chicago just installed one. The Oviatt Library received funding to upgrade the software and install laser technology to ensure better operation. He reported that the ASRS is currently 80% full with books, media, archival collections, and microfiche. He stated that the Library is considering some pruning to make more room available.

Mark Stover distributed a handout describing the current exhibitions and events in the Library and briefly reviewed each one.

It was agreed that the Dean's Report would continue immediately following the time certain presentations by Colin Donahue and Helen Heinrich.

Guest Speaker/Presentation: Colin Donahue, CSUN Associate Vice President for Facilities Development & Operations, presented "Library Space Planning Trends" (2:25 p.m. time certain)

David Miller welcomed Colin Donahue to the meeting. Colin Donahue brought a PowerPoint Presentation about comparative research he had done to showcase possible improvements to the Oviatt Library building. The presentation included these topics:

- Long Term Perspectives
- Physical Strengths of the Oviatt
- Challenges
- Contemporary Comparison Models (including entrances, lobbies, hospitality models and reading rooms)
- Information/Learning Commons
- Food Service and Outside Space

Marianne Afifi commented about the success of the remodel of the Music & Media area. She credited the great input received from students, faculty and staff. She stated the funding came from a Campus Quality Fee award.

Responding to questions from Meiqin Wang and Rosemary Gonzalez, discussion ensued concerning evacuation routes and procedures in case of emergency.

Responding to questions from Daniel Curtis and David Miller, discussion ensued about using the north side portico for food and beverage service.

Guest speaker/presentation: Helen Heinrich, Department Chair of Technical Services for the Oviatt Library, discussed the work of the Technical Services Department (3:00 p.m. time certain).

David Miller welcomed Helen Heinrich to the meeting. She made a PowerPoint Presentation about the Library's Technical Services department. The presentation included these topics:

- Who We Are & What We Do
- Collection Development
- Acquisitions
- Cataloging
- Online Public Catalog

- Name Control
- Electronic Resources
- Digital Services
- Electronic Theses & Dissertations

Tim Karels stated that he likes the patron-driven acquisition model and asked about how it is budgeted. Helen Heinrich responded that the Library received a Campus Quality Fee award for \$25,000 to launch the program.

Dean's Report (continued)

Mark Stover continued his Dean's Report. It was noted that this portion of the Dean's Report was responding to a request received from Susan Auerbach. Because Susan Auerbach had to leave the meeting after the last presentation and other members were absent, it was discussed and agreed to make the presentation and to also send via email the information to the committee members.

Mark Stover presented the Library's budget, revenues, and other fiscal information. The information included the total adjusted base General Fund budget that includes personnel, operating expenses, and collections; other revenue sources that include Campus Quality Fee awards, Lottery money, State Trust dollars, and Continuing Education Reserve Fund; Foundation accounts; endowments; and Chancellor Office subsidies.

Adjournment

Having no further business, David Miller adjourned the meeting at 4:05 p.m. The next meeting is scheduled for Wednesday, February 1, 2012.

Prepared by:
Julia Potter