

Student Affairs and Learning Resources Committee Meeting: 12/3/04, 2:00 PM, Library Dean's Conference Room.

Present: Tom Phillips, Bob Helm, Dan Chaney, Leticia Barchini, Birne Bineger, Dennis Mott, Jeff Clark, Sheila Johnson, Anne Prestamo

Discussion of the Library Journals/Annex Question

- Dean Sheila Grant Johnson spoke to the committee regarding the Library's handling of journals as pertains to the OSU Library Annex and began with a review of the developments that have led to this point.
- An Annex was not a strong "desire" of the Library today. In the 1980s, the Library petitioned university administration (as early as 1986) for an Annex facility to combat a space/shelving shortage problem.
- In 1985, the NCA listed Library space as a concern for OSU, and in 1995, the NCA Review for re-accreditation criticized OSU for a lack of response to the Library's space shortage (<http://www.library.okstate.edu/news/fall04/nca.htm>)
- In 1990, OSU President John Campbell listed Library expansion as one of his top 10 needs. Architectural plans were drafted for a proposed undergraduate library, and at a cost of \$30M, the idea was apparently nixed by the Board of Regents by 1993.
- By 1993, the Library needed to consider alternatives – and remote storage facilities were the least costly option.
- OSU Library folks went to UT-Austin and Iowa to examine remote storage facilities being used there. They recommended an annex be created to cost \$1.3M and house some 400K volumes.
- 1996: Dean Edward Johnson was informed that OSU wanted to purchase the old IGA building for use as a Library Annex. It was noted that while the University bought the building, they didn't give the Library any funding for renovations, although renovations were included in monies to be raised as a part of a bond issue (which led to approximately \$600K)
- Original plans called for the Library's technical services unit to be relocated to the Annex, as well as Special Collections and the Map Room.
- The Physical Plant did not have enough money to renovate the Annex in full, so they renovated approximately a third of the facility at that time.
- Renovation included asbestos removal, roof repair, flooring installation (all unexpected costs)
- The Library would create a "consultation room" where users could work with Annex materials – that led to a need for restroom facilities and staff office space.
- The OSU Library took over the Annex space in Spring 2002.
- OSU Museum materials were moved to the Annex to start as well as some fragile Special Collections materials.
- Next, they moved roughly 80 double-faces sections on old fragile government documents materials.
- Dean Edward Johnson attempted to keep faculty/Faculty Council abreast on Annex developments at several times as needed. In 1995 he reported to FC that they planned to move 300K volumes to an Annex. These would be "lesser used

materials.” There would be a reconsideration process in place to bring materials back to main. He wanted to restore seating, restore the student’s consultation functions in the Library.

- Above all, the Library wanted to move cautiously on the process planning for collection relocation plans.
- Summer 2003 the Library started to plan for moving main library materials. Ed Johnson met with FC in September 2003 re: Annex plans. He noted that the Library had problems defining what “lesser used materials” meant.
- It was noted that there was a critical need to relocate materials in the Library basement, where shelves were packed with books from floor to ceiling – there was a critical need.
- They “ballparked” a pre-1980 date for journals in the sciences. There was never any plan to move all pre-1980 journals to the Annex.
- The Library considered moving microform materials to the Annex but that was abandoned when it was learned that Annex stacks could not be moved due to configuration of lighting and the roofing.
- Question: Does OSU insure the Annex in case of damage to materials? OSU is self-insured, and materials stored at the Annex are more protected than they are at the Edmon Low Library, which is over 50 years old.
- Question: Did the Library administration consult with FC? They tried to. Did the Library consult with University Administration? Yes, the Provost was kept updated throughout the process.
- The Library admitted they made efforts to consult with faculty and FC but in hindsight, perhaps, didn’t do enough.
- Dean Sheila Johnson mentioned that the Physical Plant paid for much of the Annex renovations but didn’t necessarily provide all the Library requested or required.

The issue of the first floor of the Library being emptied...

- The old Science/Engineering librarian office space was moved up to the third floor in 2002. Old runs of science indexes, things which were accessible online were moved to the Annex.
- The Library about 10 years ago created study rooms on the 2nd floor – rooms students could reserve for group study or project planning. The students are increasingly working together on projects for classes – this is borne out in the library literature nationally as well as locally.
- A question was asked about renovating the “sub-basement” of the Library. The Library considered this in the early 1990’s and explored its feasibility. However, it proved unfeasible due to the condition of the sub-basement, as well as the machinery which is located there prevents it.
- The Library is willing to move back journal runs that are determined to be of research need (not all journals, however. There is a large collection of “railroad” journals at the Annex which are rather esoteric and very rarely used.)
- There is a possibility that Government Documents may be relocated to the Annex to free up space on the 5th floor.
- Requests for Annex materials are available online, in email form. Previously, campus email problems resulted in the likelihood that some of these email Annex

requests were “lost.” The Library has shifted that Annex request functionality into the Interlibrary Loan system, where tracking is much easier to measure. It results in management statistics that can be used to gauge usage of Annex materials.

- There is a possibility the Library may try to create a Faculty Lounge in the Library, where faculty can find a quiet place for their research. This depends on how much space can be created in the Library.
- Food in the Library? Does this endanger materials? We know from studies of undergraduate behavior that students study in the Library and when they do, they take breaks where they can get coffee and snacks. In the past, they had to leave the Library to do so. They were bringing food and drink into the Library regardless of rules prohibiting this. The decision was made to allow food and drink, as long as students behaved “responsibly” with it and cleaned up after themselves. Many academic libraries nationally have relaxed their food and drink policies. It was noted that it has necessitated an increase in cleaning within the Library.
- Library funding is down and ranks at the bottom of the Big XII. Dean Johnson has reported to Dr. Strathe on the budget needs to allow OSU to rise in the ARL (Association of Research Library) rankings. OSU needs to increase funding \$450-600K annually to compete.
- OSU and OU compare favorably in library funding when you look just at the Norman and Stillwater campuses.
- Dean Johnson summed up by identifying two issues, as she sees it:
 1. What’s in the Annex?
 - Service hours for Annex may need to be extended to weekends to accommodate faculty.
 - Service level for Annex needs to be boosted regarding turnaround time on requests and accuracy.
 2. What to do with space available in the main library?

Sheila announced that an open meeting of the ULAC, where journal/Annex issues would be discussed in a public forum would be held on Friday, January 21, 2005, 2-4pm in the Library Browsing Room.

Submitted by Dan Chaney