University Library Committee Annual Report, 2016-2017

Membership:

***Schools***  Kate Brayko, C&I (2018)  
  Stacey Gordon, Law (2019) – Fall-only  
  Tony Ward, Public Health (2019)

***Humanities***   Matthew Semanoff, MCLL (2017)

***Sciences***   Anna Kline, Geography

***Social Sciences***  Meradeth Snow, Anthropology (2018)

***Mansfield Library***  Kate Zoellner (2017)  
  Teressa Keenan (2018)

***Student /Undergraduate*** *(Two, one-year term)*  Sarah Colenso  
  Mariah Welch  
**Student /Graduate** (One, one-year term)  
 Garret. Morrill

***Ex*** ***-Officio*** *(Non-voting)*   Shali Zhang, Library Dean

Meetings

During the academic year, the ULC meets on the second Monday of each month, 4:10-5:00 pm, in the Dean’s Conference Room in the Mansfield Library (except on the first Monday in December and May if necessary).

Committee Responsibilities

1. **Communication**:  The University Library Committee (ULC) communicates between the Faculty Senate and the library administration.
2. **Advocacy**:  The ULC advocates on behalf of the development and maintenance of library resources and services as well as the needs of library stakeholders, including faculty, students and staff, especially as communicated through the Faculty Senate.  Additionally, the committee reviews library matters as they relate to the University’s academic mission.
3. **Review**:  The ULC reviews the annual library acquisitions budget and strategic plan.  The committee participates in the selection and periodic evaluations of the Dean of Libraries.  The committee also participates in the accreditation processes affecting or involving the Mansfield Library.

The ULC is open to hear all concerns and questions from the faculty and the campus community regarding the Mansfield Library (or the ULC): please contact its chair, or come to one of the meetings. More information about the ULC can be found on the committee website, <http://www.umt.edu/facultysenate/main/Library.htm>.

I. Communication

### Furthering/Supporting [UM Strategic Plan UM 2020](http://www.umt.edu/planningassessmentcontinuum/docs/UM_Strategic_Plan.pdf) Strategic Issues

#### Partnering for Student Success

* The library participated in various campus orientation events and activities throughout the summer. Numerous library tours were given to incoming students and their parents.
* The library also participated in the WelcomeFeast and UM Family Weekend.
* The new library system was implemented and the website was redesigned to provide enhanced access to online resources and physical (print/media) resources; enabling students to easily find and get resources from any academic library in the state.
* The library faculty (Sue Samson) and staff (Greg Kattell) produced a [short video](https://youtu.be/cZVaEzv8E50) for the new faculty orientation to welcome all faculty to the library and to meet their liaison librarians.
* Megan Stark, Undergraduate Services Librarian, expanded the teach-the-teachers model for information literacy instruction to Missoula College WRIT 101 courses this year, and continued research and citation workshops were offered at MC.
* Additional laptop computers were added for check-out at Missoula College and a laptop cart was relocated to the library there for instructional classes.
* Many students use the One Button Studio facility on Level 1. There were over 600 reservations in the first eight months. The Faculty Development Office sponsored two tutorial/tour sessions this year.
* The library was fortunate to receive a donation for the Learning Commons that was the result of the sale of the Delta Delta house.
* The library offered workshops each month during the academic year, including: Literature Review, Jumpstart Your Research, Mansfield Library Technology, Get Your Research Under Control with Refworks, and Foundation Center Online among others. Digital Initiatives Librarian, Wendy Walker and UMOnline Instructional Design Consultant Nancy Clouse will offer a workshop on “Lowering student book costs using online resources,” on October 19th, as a part of UM Faculty Professional Development Series.
* This year, the library funded five Student-Centered Innovative Projects from library faculty and staff. This is the fourth cohort of the Program.
  + Barry Brown, Citation Analysis of UM Graduate Student Theses and Dissertations: A Window into Collection Use by Researchers
  + Hanna Soukup, Second Mapping Oral Histories of Montana: Increasing Access to the Archives’ Oral History Collections.
  + Bon Phillips, Implementation of Solid State Drives into student computers at the Mansfield Library
  + Jaci Wilkinson and Adrienne Alger, Snapchat Stories in the Library with Spectacles
  + Adrienne Alger and Jaci Wilkinson, Student Understanding of Library Jargon.

#### Education for the Global Century

* The “First Folio! The Book that Gave Us Shakespeare” national exhibit and related programming events were successful! Lots of high school students visited. Julie Edwards and her team were acknowledged for their work on the project.
* Dr. Clara Chu, Director and Mortenson Distinguished Professor, at the Mortenson Center for International Library Programs, at the University of Illinois at Urbana-Champaign, gave a presentation in July, “Academic Libraries in Global Context: Considering the “Global” and Transnational”. Dr. Chu also met with the library’s management team to discuss best practices to support UM’s global education initiatives.
* A visiting librarian from China, Jayne Xue, gave two presentations at the library, one was on the place where she was from, i.e., Yunnan Province in China and the other was about the library services at her university in the same province.
* The library hosted the exhibit, “Erin’s Exiled Children”. This exhibit looks at the relationship between the Irish in Montana and in Ireland as it pertains to the Easter Uprising of 1916. The exhibit was produced in honor of the centennial of that event this year. The exhibit was developed at the Butte-Silver Bow Public Archives with assistance from Irish Studies at UM. It will be in the library through the end of the semester and then will tour the state, stopping at public, academic, and tribal libraries.
* Dean Zhang assisted Missoula College Dean, Shannon O’Brien, in her recent trip to the Chengdu City in China. A series of productive meetings were held with the company which donated funds to Missoula College and which expressed interests in hosting UM students for internship and potential student recruitment from that province.

#### Discovery and Creativity to Serve Montana and the World

* The Library’s Digital Initiative Unit has completed all digitization for UM students’ theses, dissertations, and professional papers, from 1899 to the present, over 10,700 items. Assistant Professor Wendy Walker reports that these items are accessible through ScholarWorks, an open access platform which preserve UM faculty and students’ publications and makes them available worldwide. Since its launch in fall 2013, there have been over 150,000 downloads world-wide.
* To celebrate Women’s History Month, the staff at the library’s Archives and Special Collections created an exhibit, [*Women’s Words,*](http://umt.us3.list-manage.com/track/click?u=9feed812593a5ad48f842da86&id=e24a3c2ad1&e=ff4d1fd898) [*Writings*](http://umt.us3.list-manage1.com/track/click?u=9feed812593a5ad48f842da86&id=efa8a100a9&e=ff4d1fd898) [*and Reminiscences*](http://umt.us3.list-manage.com/track/click?u=9feed812593a5ad48f842da86&id=6f0e6ae500&e=ff4d1fd898), showing Montana women’s diaries, letters, interviews and drafts of published and unpublished works. This exhibit is from March 6 through July 7, 2017 and it is open to the public.
* Archivist Donna McCrea and other Archives and Special Collection staff provided research assistance to former UM President George Denison. His book, Montana’s Pioneer Naturalist: Morton J. Elirod has now been published.
* The images of 168 of the approximately 700 artifacts, part of the Mike Mansfield collection, are online now, at <http://scholarworks.umt.edu/mansfieldartifacts/> These artifacts range in size, shape, material, date of creation and country of origin. The library staff hope that by putting these images online, more people will learn about the objects and will be interested in researching them or just coming to see them.
* In honor of Archives Month this year, Archives and Special Collections (A&SC) hosted four 20IN20 tours. Each twenty-minute tour featured twenty fantastic items from the A&SC collections. Included were the 1561 edition of The Works of Geffrey Chaucer, an original UM freshman beanie, rare Edward Curtis photogravures, and a letter from President Lyndon Johnson to Senate Majority Leader Mike Mansfield. The tours were attended by campus staff, faculty, students and administrators, as well as by members of the public.
* Michele Robinson, a Delta Delta Delta member gave the Library a special copy of the *Tributes to Mike Mansfield* during the UM Homecoming week. Her husband, Don Robinson,worked for Senator Mansfield. When Mike Mansfield retired from the U.S. Senate in 1976, his colleagues praised his leadership and integrity through the Senate Document No. 94-270, *Tributes to the Honorable Mike Mansfield of Montana in the United States Senate.* The copy has been placed in Archives and Special Collections.

#### Dynamic Learning Environment

* New chairs were installed on Level 3.
* The group study rooms’ doors were removed to make the entire floor of Level 5 a designated quiet study space.
* A new bottle-filler water fountain was installed on Level 3. It has been well received by library faculty, staff, and students.

#### Planning Assessment Continuum

* The library [FY16 Annual Report](http://www.lib.umt.edu/about/plans-reports/MLAnnualReportFY16.pdf) was shared with the committee, as were the library’s department [Assessment Report](http://www.lib.umt.edu/about/assessment/MLAssessmentReport2016.pdf) and report contributions for the Northwest Commission on Colleges and Universities 7-year accreditation review (the final University report should be posted on the [Accreditation](http://www.umt.edu/planningassessmentcontinuum/Assessment/UMaccreditation.php) website summer 2017).

II. Advocacy

* Several members of the committee submitted a proposal in October to the Neighborland SPCC online tool asking “How can we make the University of Montana a Better Place?” with "I want UM's commitment to education and learning to be reflected in its support of the library at the University of Montana." and the submission received strong support.
* The Committee sent a communication to Dean Brock Tessman, Chair of the Strategic Plan Coordinating Council on March 14, 2017. The message is appended below. Last year’s resolutions and the summary of collection budget cuts were attached.
* The Committee suggested ways for the library to further communicate with faculty on campus and ideas for communicating the value of the library.

## III. Review

### Operating Procedures

* The Committee operating procedures were revised. Most of the changes were editorial or deletions of references to processes that are no longer accurate, such as election of a Chair-elect. It was suggested that the fall update to the Faculty Senate highlight upcoming events and initiatives. This could include the faculty newsletter that is sent to departmental library liaisons. The annual report at the end of the year will report the successes.

### Budget / Library Collection

* The library’s share of base-budget cuts for 2016-2017is $297,508 for personnel and $224,000 for operations, including collections, a total of $521,508. The total budget is approximately $7 million with 2 million in personnel, 4 million in collections, and $130,000 in operations. Dean Zhang met with the Interim Provost regarding the need to keep the library open for the late night hours (10:00 p.m.-2:00 a.m.). Currently the library is using vacancy savings to keep the library open for those hours. The interim provost needs to coordinate the big picture and will know more once the enrollment numbers are final.
* Members were provided with the proposed cancelation list. The library analyzed the journals according to cost per use. Those that had a low use and high cost were considered for elimination. Unfortunately, the materials with the high cost low use may be used for high level of research. The detailed spreadsheet with the range and cutoff information was sent for member’s information. These metrics have been used by libraries for quite some time.

The collection has been reduced by 20% over the past 4 years and is now $1 million below MSU. The budget reduction summary is appended below. Some endowments from the foundation have helped preserve specific collections in the humanities. If there are cuts again next year, the library will need to consider cutting materials on the next matrix tier of cost per use and start to dismantle packages. The library has done its best to minimize impacts. Areas where the resources could become an issue is in grant applications, dissertations, and accreditation. Some accrediting agencies specify materials, but most accreditation reports indicate the library collection is adequate.

* All obvious cost saving measures have already been implemented. There has also been three consecutive years of resolutions by ASUM and the Faculty Senate as well as articles in the Kaimin and Missoulian. The Research Strategic Plan recommends the library receive 1% of indirect costs (IDC’s) from grants, which has not transpired. The Web of science contract was renegotiated and the Research Office provided some funding for this.
* Inflation is supposedly covered in the present-law-adjustments requested from the legislature. However, the library has not received inflationary costs the last two biennia. According to VP Reid campuses have discretion in how the present-law-adjustment funds are used. The library is essentially cut twice when it does not receive increase funding for inflation, which is in the double digits for some materials. The library also does not have a foundation staff person working on its behalf. The foundations priorities are for (1) scholarships, (2) endowed chairs, (3) buildings, and then the (4) learning commons.

### Accreditation and Assessment Reports

The library [FY16 Annual Report](http://www.lib.umt.edu/about/plans-reports/MLAnnualReportFY16.pdf) was shared with the committee, as were the library’s department [Assessment Report](http://www.lib.umt.edu/about/assessment/MLAssessmentReport2016.pdf) and report contributions for the Northwest Commission on Colleges and Universities 7-year accreditation review (the final University report should be posted on the [Accreditation](http://www.umt.edu/planningassessmentcontinuum/Assessment/UMaccreditation.php) website summer 2017).

## Appendix

### Mansfield Library - Collection Budget Cuts - Summary (March 10, 2017)

During each of the last few years the library, like all academic units, has faced significant budget and personnel reductions as a result of large decreases in student enrollment. However, library collections, operations, and services exist to serve the research, teaching and learning needs of all UM faculty, students, and staff. Decreasing library funding erodes fundamental infrastructure.

**Total Mansfield Library Collection Budget Allocation - FY 2006 to FY 2017**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Allocation  (Final) | Base Cut | Inflationary  Increase | Rescissions | Additions  (from  Research  Office) | Net Increase  /Decrease |
| FY 2006 | $3,102,270 |  | 9% |  |  | + 9% |
| FY 2007 | $3,224,670 |  | 9% | $156,000 |  | + 4% |
| FY 2008 | $3,450,396 | $156,000 | 7% |  |  | + 7% |
| FY 2009 | $3,691,925 |  | 7% |  |  | + 7% |
| FY 2010 | $3,985,088 |  | 8% |  |  | + 8% |
| FY 2011 | $4,300,695 |  | 8% |  |  | + 8% |
| FY 2012 | $4,641,551 |  | 8% |  |  | + 8% |
| FY 2013 | $4,868,532 |  | 8% | $141,544 |  | + 5% |
| FY 2014 | $4,549,680 | $360,000 | < 4% | $277,000 |  | - 6.5% |
| FY 2015 | $4,210,948 | $615,732 | 0% |  |  | - 7.4% |
| FY 2016 | $4,171,948 |  | 0% | $39,000 |  | - 1% |
| FY 2017 | $4,016,948 | $224,000 | 0% |  | $50,000 | - 3.7% |

In FY 2013 the initial allocation for the collections budget was over $5 million. By FY 2017, four years later, it was $4 million (**a reduction of 20%** over the last four years not counting lost inflationary increases necessary to maintain eresource subscriptions which increase in cost each year).

In FY 2012 the University of Montana Mansfield Library collection budget was greater than that of, our closest peer library, the Montana State University Renne Library collection budget (as it had been for the last decade). Currently the MSU library collection budget is 5.9 million - so the reduction of the UM Mansfield Library budget compared to where its previous trajectory would have placed it (without reductions and with annual inflationary increases) is **a reduction of 32%** in real buying power over the last five years.

The general impacts of library collection budget cuts, over the last 4 years, have been:

* Significant cutting of databases and journals
* Significant reduction of monograph and media acquisitions
* No new subscriptions or large electronic resource acquisitions
* No new electronic journal backfiles
* Significant reduction of digitization projects

## Message to Dean Tessman, Chair, Strategic Planning Coordinating Council, March 14, 2017

As the University Library Committee, we are writing to encourage the inclusion of the library and its resources in the Strategic Plan. Attached are a summary of the recent budget cuts to the library and the ULC Resolution that was submitted and upheld by the Faculty Senate and ASUM in April/May of 2016. Several members of the committee submitted a proposal to the Neighborland SPCC online tool and our submission received strong support. Below is a suggestion for what could be included in reference to the library. We appreciate your consideration and any feedback that you could provide in terms of how we can best aid in protecting the crucial library resources that are fundamental to the University's future research abilities.

Because the Mansfield Library collections and services serve as an essential parts of the UM infrastructure for research and creative scholarship and are also vital for a strong teaching and learning environment we will maintain these collections and services.

Sincerely,

The University Library Committee

(Meradeth Snow, Chair)