Library Committee Meeting Minutes  
September 24, 2014 - Noon – 1:25 PM  
Austin Conference Room, Tisch Library

Present: Daniel Abramson (Chair); Michael Reed; Malik Mufti; Sam Thomas; Ning Ma; David Ekbladh; Ex Officio Members: Laura C. Wood and Laura Walters  
Absent: Patrick Forber; Matt Panzer; Chris Rogers; Valencia Joyner Koomson  
Not Yet Appointed: GSC Student Representative; TCU Senate Student Representatives  
Guest: Dorothy Meaney, Manager of Administration and Finance, Tisch Library

1. **Chair’s Welcome and Member Introductions:** *Daniel Abramson, Chair*  
   Danny welcomed the members of the Library Committee and asked everyone to introduce themselves and to answer the following questions: *Why did you want to join the committee? What issues are important to you?* Responses ranged from valuing the library’s rich resources, print, electronic, and human; acting as a conduit for faculty and library needs; advocating for the library with the Administration; and promoting Open Access, particularly in Chemistry and other sciences. Danny summarized the three main roles of the committee as being a sounding board, an advisory group, and a representative for department constituencies. He informed the group that the key focus for this year’s committee will be working on broader issues and themes related to the library’s strategic planning process. This broad work will include discussion re: what a 21st century library should be. The meeting agendas for the remaining fall meeting and the two in the spring have not been fully formulated yet; members have the opportunity to request topics for discussion. Print management will continue to be an item on the agendas for the year.

2. **FY16 Preliminary Budget Proposals:** *Laura Wood, Director, Tisch Library*  
   Tisch Library’s budget is divided into 3 parts – compensation, materials, and non-compensation (everything else). Approximately sixty percent of Tisch’s budget is spent on materials. Martha Kelehan, who is now the Head of Collections, wrote the FY16 materials budget request, asking for an 8% increase. This increase would allow the library to maintain current collection strengths, while also to acquire materials in support of new teaching and research needs. Six percent is requested in order to maintain the status quo; it is in line with predictions of 6% journals inflation. This is an increase of $480,872 on the FY15 materials budget of $8,014,537. An additional 2% is requested to meet new needs. This is an increase of $160,291. Tisch Library is in conversation with those who launched the new Finance minor since there will be needs for new library services and resources. Laura’s big concern regarding the compensation piece of the budget involves the growing demand for librarian assistance for students and hands-on assistance with data sets, etc. for faculty. As a result of these growing demands, there will be an increased need for staffing. Regarding the non-compensation part of the budget, the biggest challenge is around technology. The need for digital infrastructure and management has exploded, thus developing multi-media capacities and creating code for digital infrastructure and management are critical. These would incur additional budgetary requirements. Another unknown regarding the budget is the structuring for technology replacement costs since the library’s IT unit (LITS) is scheduled to be fully integrated into TTS in January. Mounting professional development needs, as well as travel associated with it, also prove to be challenging.

3. **Strategic Planning:** *Laura Wood*  
   The strategic plan has evolved into a 3 year cycle in order to be more tactical. Curricular support has been the focus in the past. The developing plan retains some of this, but is broadening to include the building, delivery of services, scholarly records, and fostering
research and knowledge creation. Members reviewed the plan and language was added to clarify I.b.: Strengthen support for training and use of research software. Furthermore, clearer identification of faculty and student research and everything in between was requested. All agreed that digital asset management is critical both to attracting strong faculty in the future and supporting current faculty.

An inquiry was made re: the Maker Studio. Members were updated on the pilot program this past summer. A permanent Maker Studio in the library is still in discussion.

Danny talked about the library as being a place for building community. Services for graduate students need to be expanded and outreach to them enhanced. It was suggested that a greater number of summer research projects with librarians be offered. Supervision and mentorship would be key components of these projects, which could be available to undergraduate students, also. Dedicated research seminar rooms in the library where there would be collaboration between students, faculty leading the seminars, and librarians utilizing library materials/resources would be invaluable. Sam recommended that faculty encourage their graduate students to attend reference management tools workshops. He proposed that librarians talk with faculty in departments with graduate programs to ascertain priorities for training, offering workshops that support those priorities. It is quite apparent that a variety of resources is required to support digital modalities, metadata development for faculty research, and Open Access journals that Tufts faculty have created. All of these things need to be considered and addressed.

Danny asked each committee member to respond to the question, “What is a 21st century library?” Most of the replies echoed each other, emphasizing that Tisch already embodies most of these aspects:

“The library is an automatic resource and conduit to get anything I want from anywhere at any time.”

“The library as portal.”

“Tisch is literally everywhere. Tisch is also a somewhere – a hub for physical work, a thinking space, a group work space. It matters.”

“I can get resources that a friend from Harvard can’t.” “In 19 years, I have only had to request 1 thing from ILL that I couldn’t get here.” “Seamless access to get anything, anytime, wherever I am.” “Faculty can request materials purchases and the library can see about getting it.”

“Physical things still matter. Shelf-browsing is an important aspect – discovery of new materials is important in Humanities.”

“It’s a deliberative and scholarly space. We need to keep this as part of the 21st century library as a place.”

“A place to read and write – a space to foster love of learning – a thinking, contemplative space. This is as critical as collaborative space.”
4. **Consultants for Library Review: Laura Wood**
   A consulting firm, DeEtta Jones and Associates (DJA), has been engaged by Tufts to look at the structure of the libraries as a result of discussion between the University Library Council (ULC) and the Office of the Provost. The libraries have been struggling to figure out logistics for shared services and resources, among other things, for quite a long time. The consultants are librarians who formerly worked in a variety of library settings. They are well-versed on trends and best practices. Laura asked members to talk with the consultants and share with them what they see as core to preserve, what structure(s) is (are) important to maintain, what has worked best for them with respect to resources and services. The November Library Committee meeting might be preparation for conversation with the consultants, include the consultants, or moved to a different date in order to meet with the consultants. Once their campus schedule has been finalized, confirmation will be sent out.

The meeting was adjourned at 1:20 PM. The next Library Committee Meeting will be on November 5th from noon – 1:20 PM in **Cabot Room 702, The Fletcher School**.