2017-2018 Year-End Committee Report Form

Committee: University Library Board

Chair: Nicholas Taylor	**Chair-Elect for 2018-2019**: We have not yet elected a chair for 18/19. For now, please direct correspondence to Prof. Taylor (zip 0090).
Number of Meeting held: 15	(Please include phone/zip/email if available)

Items of Business Completed 2017/2018

1. Amended University Library Policy (S15-10) to remove language specifying location of reference desk. (Approved by Senate on December 11, 2017).

2. Wrote and distributed two email newsletters ("SmartNotes") updating faculty on developments in the University Library. Topics included the new CSU-wide library catalog (OneSearch) and changes to reference services.

3. Participated in space-planning exercise performed by a consultant in coordination with University Library faculty and staff.

Unfinished Business Items from 2017/2018

1. Open Access Progress Report - Preparing update for Senate on University Library's efforts in response to recommendations of the Senate's 2010 Open Access Taskforce.

New Business Items for 2018/2019

1. Distribute 2-3 SmartNotes (email newsletters for faculty). Possible topics: the automatically-generated "Your Research Resources" link now appearing in Canvas courses; introducing Data Services Librarian Kate Barron and the services she provides for faculty; introducing Research Impact Librarian Yen Tran and her role in evaluating impact of campus RSCA activities.

2. New effort to raise awareness among faculty about Open Access publishing options, including SJSU ScholarWorks.

3. Publicizing results of Spring 2018 LibQUAL+ survey.

Please return to the Office of the Academic Senate (ADM 176/0024) by May 31, 2018.

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** August 28, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Agenda**	All
	Welcome & Introductions	Joni
	Approval of Minutes 5/8/17 sent via email from Sylvia Ruiz 5/10/17 and resent 8/21/17 • Action item - OneSearch announcement was completed 8/23/17 with fall 2017 issue of the university library's newsletter, *Academic Gateway*	All
	ULB committee assignments • Nominations for chair 2017-2018 • Business - status of Jane's replacement • Engineering – vacant • Social Sciences - vacant • Undergraduate student – vacant • Graduate student – vacant • Liaison from senate executive committee - vacant	Joni
2:10pm	**OneSearch live demonstration**	Christina Mune, ITS Manager University Library
	Status on projects from last year • SmartNotes • Weeding project • Any other items?	All
	Dean's update • Atrium update • Library priorities 2017 – 2018 • 24/5 begins Sept 5th • Materials library • Self-check equipment for students • High end computing • Sound recording booth, presentation practice room	Tracy

TIME	TOPIC	Speaker/Participant
	New projects - what are the new developments that ULB would like to follow/support this year? • •	All
	Announcements: • •	All
	Next Meeting: • September 11, 2017 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** August 28, 2017

Present: Tracy Elliott, Colleen Cuddy, Joni Bodart, Grinell Smith, Peggy Cabrera, Nick Taylor, Shaonan Tian, Debrayh Gaylle

Absent: Sen Chiao, Adriana Manzo, Anamika Megwalu, Emily Chan

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Welcome	• Joni welcomed all present and everyone introduced themselves	Informational	
Minutes Approval	• Minutes of Meeting 5/8/17 were emailed on 5/3/17 and 8/21/17 • Approved via google document.	Approved	
ULB committee assignments	• Nick Taylor was nominated and approved as chair by all present. • It is expected that Shaonan Tian will be appointed as board member replacing Jane for CASA. • Confirmed vacancies are engineering, social sciences, past chair Academic Senate, undergraduate student and graduate student.	Chair approval	• Nick will notify Stef Fraizer and Shannon Rose Riley about being chair. He will also notify them about the vacancies on the board.
OneSearch update	• Christina Mune, ITS Manager at the University Library, led a live demonstration of the OneSearch discovery. It was interactive and good learning exchange for those present. • OneSearch now has the capability to send updates for electronic journal articles, newspaper and other digital resources based on alerts you have set up in Saved Searches! So if you set an alert for a saved search you will get email updates on both items added to our catalog and items added to electronic databases. A very useful tool for researchers.	Informational	

	● Liaison librarians are available to all faculty to assist them and their students with the tool.		
Status on projects from last year	● SmartNotes - Suggestion to create one on OneSearch so that it can be a resource guide on how and where go. It was noted that there is comprehensive link on the library homepage about OneSearch. ● Weeding project - Accounting and Finance was completed. Psychology remains work in progress and in the final stages. All titles identified are superseded.		● Peggy will draft seek assistance from Emily and Anamika ● ULB members ask their respective colleges if there is a need such as upcoming accreditation reviews.
Dean's update	● Atrium update - The glass barriers installation should be completed by Sept 18th. The date slipped a little from the original goal before the fall semester began. ● Library priorities outlined for 2017-2018 with library leadership team over the summer months. They are aligned with university goals or division priorities for success pillars. A few include: - Library will be open 24-hours a day, 5 days a week from Sunday - Friday beginning Sept 5th for SJSU students. This will happen each semester. - Materials library coming soon in the lower level. It will be a secured space open to both campus and community. - Self-check equipment for students will be available to during extended hours. - High end computing equipment will be added to the creative media lab. New partnership with CASA to have zSpace, which is a virtual reality learning experience. - Also in the works in a sound recording booth and presentation practice room for students.	Informational	
New projects for ULB	● It was suggested for the board to develop an open access policy on behalf of campus. General consensus that this was long overdue and needed.		● Tracy will share the resolution adopted by the CSU of Library Deans in support of open access with ULB.
Announcements	● Nick expressed commendation to library team on the fall issue of Academic Gateway.		

Next Meeting	• September 11, 2017 at 2pm See Academic Senate website for schedule of future ULB meetings 2017-2018.		• Sylvia confirm ULB meeting is scheduled on Feb 5 and updated on the website [completed 8/28/17]
Meeting Adjourned	3:52pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** September 11, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Agenda**	All
	Welcome & Introductions	Nick
	Approval of Minutes 8/28/17 sent via email from Sylvia Ruiz 9/7/17	All
	ULB committee assignments • Vacancies remain for FAL, Engineering, Science, and both students	Nick
	Dean's update • Student Success Librarian • Data Services Librarian	Colleen on behalf of Tracy
	Issue for discussion from College H&A • Getting media resources that aren't in a streaming format. Many of the titles someone who does film, or does performances of Shakespeare plays, for example, needs are not part of streaming packages.	Nick
	New projects - what are the new developments that ULB would like to follow/support this year? • SmartNote – OneSearch topic • Open access policy – attached is resolution from CSU COLD • Weeding efforts needed for any upcoming accreditation reviews by colleges • Others?	Peggy All All All
	Announcements: • University Scholar Series, Sept 27th, King Library - Room 225 at 12-1pm library.sjsu.edu/uss • Annual Author & Artists Awards, Nov 3rd, King Library - 8th floor Grand Reading Room at 6:30-8:30pm On-line submission forms bit.ly/2sroEN4 are due Sept 29th	All
	Next Meeting: • September 25, 2017 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** September 11, 2017

Present: Colleen Cuddy, Nick Taylor, Emily Chan, Grinell Smith (dial-in), Peggy Cabrera, Shaonan Tian, Karthika Sasikumar, Joni Bodart

Absent: Tracy Elliott, Ariadna Manzo, Anamika Megwalu, Debrayh Gaylle

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Welcome	• Nick welcomed new member Karthika Sasikumar from college of social sciences. • Everyone present introduced themselves.	Informational	
Minutes Approval	• Minutes of Meeting 8/28/17 were emailed on 9/7/17. • Members should abstain, edit, approve via google document.	Pending	• Sylvia will send notification when quorum for approval is met.
ULB committee assignments	• Vacancies remain for FAL, Engineering, Science and both students.	Informational	• Karthika will contact AS President if she will appoint designee [Action not needed. Ariadna emailed 9/11/17 that she will appoint a designee]
Dean's update presented by Colleen Cuddy, Associate Dean of Research & Scholarship	• Student Success Librarian Laurie Borchard began on Sept 5th. She is from CSU Northridge and her liaison role is with CIES. • Data Services Librarian Kate Barron will begin on Oct 2nd. She is from University of Michigan. She has experience with data visualizations and analytics to support faculty & research in this new role. • Colleen announced her separation from King Library to accept a position with Stanford Lane Medical Library. The opportunity gives her an insignificant commute and better meets her	Informational	• With Emily's appointment, Nick will add a librarian faculty to the ULB vacancy list.

	family/work balance. Her last day will be Oct 3rd. Emily Chan is appointed interim Associate Dean to replace her effective Sept 25th to allow transition. ● Craig Simpson, Director of Special Collections & Archives, will begin on Nov 1st. ● Handouts were distributed for Annual Author & Artist Awards 2017. Following the meeting Sylvia emailed them to ULB.		
Issue for discussion	● Request from H&A but also prevalent in other disciplines to find streaming alternatives/videos that are not included in standard streaming packages. IRC will convert videos to a weblink but it takes approx 30 days and they are having storage capacity issues resulting in purging of files based on circulation.	Discussion	● Library administration will explore policy for course related-instruction videos. If any impediments to student success identified, it should be fully considered with new CIO Bob Lim on how to address.
New projects for ULB	● SmartNote - Peggy distributed the draft on OneSearch for discussion and edits. ● Open Access policy - Overall consensus was to consider putting something out on behalf of ULB once there is ample time to have an overview and discussion points. ● Evaluation of Print Collection - Everyone is reminded to ask their deans/departments if an evaluation of the print collection is needed for upcoming accreditation reviews. Colleen will do the same with the ADs of the colleges as well as the liaison librarians.	Discussion	● Peggy will incorporate suggestions and it will be sent via google doc to everyone. [completed send 9/13/17] ● Emily will schedule time at a future ULB meeting to present open access overview when she has time to prepare it for discussion
Announcements	● University Scholar Series, Sept 27th, King Library - Room 225 at 12-1pm library.sjsu.edu/uss ● Annual Author & Artists Awards, Nov 3rd, King Library - 8th floor Grand Reading Room at 6:30-8:30pm. On-line submission forms bit.ly/2sroEN4 are due Sept 29th ● Peggy shared Stealth Altruism event Sept. 12th. It was emailed to everyone.	Informational	
Next Meeting	● September 25, 2017 at 2pm See Academic Senate website for schedule of future ULB meetings 2017-2018.		

Meeting Adjourned	3:19pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** September 25, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Agenda**	All
	Welcome New ULB Member – James Lee	Nick
	Approval of Minutes 9/11/17 sent via email from Sylvia Ruiz 9/18/17	All
	Dean's Update	Tracy
	Discussion and Review of SmartNote • OneSearch topic (shared via google doc 9/13/17) • Future topics?	Peggy All
	Other Agenda items: • •	
	Announcements: • University Scholar Series, Sept 27th, King Library - Room 225 at 12-1pm library.sjsu.edu/uss • Annual Author & Artists Awards, Nov 3rd, King Library - 8th floor Grand Reading Room at 6:30-8:30pm On-line submission forms bit.ly/2sroEN4 are due Sept 29th	All
	Next Meeting: • October 2, 2017 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** September 25, 2017

Present: Tracy Elliott, Nick Taylor, Emily Chan, Grinell Smith (dial-in), Peggy Cabrera, Shaonan Tian, Karthika Sasikumar, Debrayh Gaylle, James Lee

Absent: Colleen Cuddy, Ariadna Manzo, Anamika Megwalu,Joni Bodart

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Welcome	• Nick welcomed new member James Lee - Faculty liaison at large to the Executive Committee. • Everyone present introduced themselves.	Informational	
Minutes Approval	• Minutes of Meeting 9/11/17 were emailed on 9/18/17. • Quorum on google doc and those present to approve 9/11/17 minutes.	Approved	
ULB committee assignments	• Vacancies remain for Engineering, Science and both students. • Faculty librarian needs to be replaced given Emily's new appointment to interim AD Research & Scholarship.	Informational	• Nick has shared the vacancies with the committee on committees.
Dean's update	• King Management Team report: 1) KMT is reviewing the policies for meeting room reservations specifically the sponsorship requirements for a program. 2) Continue work to address and implement the Unified Service Point model and create a joint service matrix. The goal is to benchmark the USP and identify the gaps on where the library wants to be. 3) There is recognition that SJSU Library policy S15-10 may need to be slightly modified in section 5.1 to reflect the location of reference service from 2nd floor to 1st floor. There are initial discussions	Informational	• Nick will contact senate chair to get clarification on what the procedure is to change language.

	on how to change the language that does not identify a physical location but rather to ensure the university is supported with reference service for faculty and students. ● Atrium project was completed although it was delayed a week by FD&O for veneer refurbishments. ● There will be future evaluation of All Night Study hours and library safety in next 6-months or 12-months. Currently, all students are being swiped in Grades First from 9pm-1am to find some correlations to usage and student success. Regarding safety, there are logs all day of LSO interventions and there were zero incidents 2016-2017 during finals and the all night study hours. UPD escorts are available 24-hours and the parking shuttle is available until 1am. Suggestion was to identify a safety corridor or pathway and advertise it.		
New projects for ULB	● SmartNote - More discussions and final review of OneSearch document. Peggy & Sylvia will submit final version with both ULB and SJSU logos to Nick.[completed; sent final on 9/27/17]. There was a suggestion to do an incentive or reward for reporting a problem but no one took it on. ● Open Access policy - Emily left early before she could be asked for a target date to present the open access overview. ● Future SmartNote topics - Reference USP and Get It Now	Discussion	● Nick send SmartNote to senate chair for faculty distribution. If he is unable to do so, Tracy will send via her access to the ANNOUNCE tool. ● Sylvia will schedule time at a future ULB meeting with Emily after October. [Emily will target Nov 6 or Nov 13] ● Peggy will make draft of the SmartNote on Reference USP.
Announcements	● University Scholar Series, Sept 27th, King Library - Room 225 at 12-1pm library.sjsu.edu/uss ● Annual Author & Artists Awards, Nov 3rd, King Library - 8th floor Grand Reading Room at 6:30-8:30pm. On-line submission forms bit.ly/2sroEN4 are due Sept 29th	Informational	
Next Meeting	● October 2nd meeting was cancelled ● Next meeting is October 16, 2017 See Academic Senate website for schedule of future ULB meetings 2017-2018.		● Sylvia emailed ULB on 9/27/17 that Oct 2nd meeting was cancelled.

Meeting Adjourned	3:43pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** October 16, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Agenda** • Any additional items?	All
	Welcome New ULB Member – Youngsoo Kim	Nick
	Approval of Minutes 9/25/17 sent via email from Sylvia Ruiz 10/13/17	All
	Update on King Library meeting room reservation policies	Emily (Tracy's designee)
	Set date for Open Access presentation	Emily
	SmartNotes • Distribution of the OneSearch topic (shared final via google doc 9/27/17) • Review of draft on Reference USP topic	Nick and Emily (Tracy's designee) Peggy
	Dean's Update	Emily (Tracy's designee)
	Other Agenda items: • •	
	Announcements: • Annual Author & Artists Awards, Nov 3rd, King Library - 8th floor Grand Reading Room at 6:30-8:30pm On-line ticket registration no later October 27th. Limited capacity.	All
	Next Meeting: • October 30, 2017 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** October 16, 2017

Present: Nick Taylor (dial-in), Emily Chan, Grinell Smith, Shaonan Tian, Debrayh Gaylle, James Lee, Joni Bodart, Laurie Borchard

Absent: Ariadna Manzo, Anamika Megwalu,Tracy Elliott, Peggy Cabrera, Karthika Sasikumar, Youngsoo Kim

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Welcome	• Emily introduced new member Laurie Borchard who will take over Emily's seat at librarian faculty member until Spring 2018 given Emily's new role as interim AD. • New member, Youngsoo Kim, from college of engineering is unable to attend the first hour due to class.	Informational	• Nick will follow-up on his appointment to board position.
Minutes Approval	• Minutes of Meeting 9/25/17 were emailed on 10/13/17. • There was quorum on google doc and those present to approve the 9/25/17 minutes.	Approved	
Dean's update	• In Tracy's absence, Emily shared that the King Management Team is reviewing the policies for meeting room reservations specifically the sponsorship requirements for a program and potentially a fee for usage like the student union. A draft is not available for review yet. There was a question if the cost for security recovery for non-affiliated users was being considered.	Informational	
Date for Open Access presentation	• Emily confirmed she will make the OA presentation on Nov 13.	Informational	

SmartNotes	• Nick requested that the OneSearch topic be sent from Tracy. All present agreed that it was appropriate since it has not come out from Stefan Frazier, Academic Senate. • A draft of the USP Reference topic will be reviewed at the next meeting. All present agreed that the the topic is relevant and a good one. • Future topic suggestion is Open Access resources linked to Affordable Learning Solutions.		• Sylvia will coordinate a date with Tracy and schedule the ANNOUNCE message to faculty before Oct 20th.[email scheduled at 11am 10/17/17 to faculty] • Peggy will share draft of USP Reference topic with ULB before Oct 30th.
Agenda topics for next meeting	• Laurie will present an overview of Affordable Learning Solutions and describe what has been done here and other CSUs. • Continued discussion on media streaming needs. All agreed that more information on what is involved (storage space, staffing, equipment to view, etc) is needed.		• Laurie will explore what other CSU nursing programs are doing passing on cost to books to students for streaming packages. • Nick will get more info from his dean. • Emily will get more data on the direction of IRC.
Announcements	• Annual Author & Artists Awards, Nov 3rd, King Library - 8th floor Grand Reading Room at 6:30-8:30pm. Email to faculty last week about the on-line ticket registration no later October 27th . Limited capacity.	Informational	
Next Meeting	• ~~Next meeting is October 30, 2017~~ (Just for fun ** Pre-Halloween costumes or hats will be rewarded) See Academic Senate website for schedule of future ULB meetings 2017-2018.		On 10/27/17 the Oct 30th meeting was cancelled. Next ULB meeting is Nov 6th at 2pm.
Meeting Adjourned	2:45pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** November 6, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Introduction of Craig Simpson –** new Director of SJSU Special Collections & Archives	Tracy
	Welcome New ULB Member – Susanna Khavul from College of Business	Nick
	Approval of Minutes 10/16/17 sent via email from Sylvia Ruiz 10/16/17 and resent 10/27/17	All
	Status of Actions Items from last Meeting: • **SmartNotes -** Review of draft on Reference USP • **Set date -** Overview of Affordable Learning Solutions and describe what has been done at King Library and other CSUs • **Media streaming needs** – Nick get more info from H&A dean and Emily get more data on direction of IRC	Peggy Laurie Nick and Emily
	Dean's Update	Tracy
	Other Agenda items: • •	All
	Announcements: • Scholar Series, Nov 29, King Library – Room 25 at 12noon. Lunch will be served. library.sjsu.edu/uss A Practical Education: Why Liberal Arts Majors Make Great Employees Speaker: Randall Stross, School of Management, College of Business	All
	Next Meeting: • November 13, 2017 at 2pm – Open Access presentation by Emily • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** November 6, 2017

Present: Nick Taylor, Tracy Elliott, Emily Chan, Grinell Smith, James Lee, Joni Bodart, Laurie Borchard, Peggy Cabrera, Shaonan Tian, Susanna Khavul

Absent: Ariadna Manzo, Anamika Megwalu, Karthika Sasikumar, Debrayh Gaylle

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	● No additional agenda items.	Approved	
Welcome & Introductions	● Tracy introduced new Director of SJSU Special Collections & Archives, Craig Simpson. ● Nick introduced new ULB member, Susanna Khavul. Although she is in the College of Business, Susanna is representing the College of Science. ● Unfortunately, Youngsoo Kim, from College of Engineering is unable to be on the board with his class assignments.	Informational	● Nick will follow-up on vacancies.
Minutes Approval	● Minutes of Meeting 10/16/17 were reviewed. ● There was quorum on google doc and those present to approve the 10/16/17 minutes.	Approved	
Action Items	● SmartNotes - The draft SmartNote on USP Reference was reviewed and suggestions provided to Peggy for a final revision. ● Affordable Learning Solutions (ALS) - Laurie provided an eloquent overview of ALS and Open Education Resources (OER) at the CSU level as well as within the state of California. ● Media Streaming Needs - More conversation on the topic will be on-going.		● James will take it to the Executive Committee of Academic Senate before the final SmartNote is distributed to faculty.

Dean's update	● Tracy reviewed the library budget with comparisons to last year. Sheet was emailed to ULB. New library budget model based on the HEPI to forecast increase costs.	Informational	● Tracy will provide more details to denote the costs of print vs. ebook and ejournals and the percentage going to ebook aggregators
Date for Open Access presentation	● Emily will provide Open Access presentation on Nov 13.	Informational	
Announcements	● Nov 29, Scholar Series at 12-1pm in Room 225 library.sjsu.edu/uss ● Nov 8, Welcome Reception for Craig at 3-5pm in Shiro Room	Informational	
Next Meeting	● Next meeting is November 13, 2017 ● See Academic Senate website for schedule of future ULB meetings 2017-2018. ● NOTE: The meeting on 11/27/17 is cancelled		
Meeting Adjourned	3:35pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** November 13, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 11/6/17 sent via email from Sylvia Ruiz 11/8/17**	All
	Open Access Presentation	Emily
	Other Agenda items: • •	All
	Announcements: • Scholar Series, Nov 29, King Library – Room 25 at 12noon. Lunch will be served. library.sjsu.edu/uss A Practical Education: Why Liberal Arts Majors Make Great Employees Speaker: Randall Stross, School of Management, College of Business • Have a happy and safe Thanksgiving Holiday	All
	Next Meeting: • NOTE: Meeting on Nov 27 is cancelled • Dec 4 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** November 13, 2017

Present: Nick Taylor, Tracy Elliott, Emily Chan, James Lee, Joni Bodart, Anamika Megwalu, Peggy Cabrera, Shaonan Tian, Susanna Khavul, Karthika Sasikumar

Absent: Ariadna Manzo, Debrayh Gaylle, Grinell Smith, Laurie Borchard

Prepared by: Wendy Dunn

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	● No additional agenda items.	Approved	
Minutes Approval	● Minutes from 11/6/17 meeting had been shared on google doc and those present were asked to approve; one abstention because was not in attendance at 11/6/17 meeting	Approved	
Action Items	● SmartNote - Wait to send out to faculty until the policy is amended		
Open Access presentation	● Emily Chan gave a presentation on Open Access, including a brief video ○ The University Library subscribes to Cabell's whitelist and blacklist and these resources are available for RTP committees ○ It might be helpful for ULB to have a statement regarding the lists, such as "We encourage RTP committees to consider work published in Open Access venues and to evaluate quality with discipline appropriate metrics, and to encourage faculty authors to review author rights."	Informational	

Dean's Update Dean's Update	● As a follow-up to the budget that Tracy shared at the previous meeting, data was provided comparing library books to journals ○ 700,000 books checked out by 300,000 people ○ Each provider gives a different count; it is is more views than check-outs ○ 26,000 also includes books browsed (patrons are encouraged not to re-shelve) ○ Mostly try to negotiate for unlimited users at any one-time; if contracted for certain # of uses, then need to re-buy ○ How will this impact the future of ILL? ■ It has reduced ILL tremendously ■ Can another library's ebook be borrowed? ● Depends on the library and publisher; it is difficult to manage, OneSearch should make it easier, right now only SJSU patrons can see our ebooks unless it is a shared group package ○ Aside from Chronicle of Higher Education, all the others are scientific journals and a big percentage of the budget is going to these, maybe those departments should find a way of contributing? ● Tracy presented the first diagram of the Library Master Plan showing space usage by floor ○ All constituent groups were consulted, including ULB meeting with the architectural consultant, a forum for faculty, and the Academic Senate Executive Committee ○ SJPL pays for 35% of the building, but is using 45% so this plan puts the usage back in 35/65 balance, the space should be aligned with what is being paid for ○ No spaces in the library are closed off to any user although SJSU/SJPL program different spaces ○ None of the space has been designed ○ Lower Level	Informational	● Tracy will provide more details regarding number of journal articles downloaded ● Present to Senate Executive Committee, then Senate ○ Not reducing the collection or removing any books,

Dean's Update	■ Makerspace ■ Multipurpose room for 300+ people (the largest room now has a capacity of 200) ○ 1st Floor ■ Work areas for staff currently in lower level ■ Research Commons: a research symposia area, data intensive visualization, presentations running constantly, and consultation spaces (IRB, copyright), Research Lab (computer lab w/ data software) ○ 2nd Floor ■ Learning Commons where student or community member can find multiple types of assistance ○ 3rd Floor - primarily public library space, except for study rooms ○ 4th Floor ■ Administration ■ Collaborative space for students ○ 5th Floor ■ Additional space for CHC & University Special Collections ○ 6th Floor ■ Student floor ○ 7th Floor & 8th Floor - mostly the same ■ Stop collection at 8th Floor, may make an exception for Military History (P then U, then everything in Lower Level) ○ Draft of Library Master Plan will be discussed on Wednesday 11/15/17 with faculty and staff and supervisors will be seeking staff and librarian input.		moving the books will create more space for collaborative work and using technology in the building ● Tracy to provide follow-up regarding how much more collaborative space was created
University Library Policy	● Move to strike "on the second floor" of section 5.1; one abstained, none opposed, all others in favor		● James will talk to staff on Executive Committee to find out how to present this.
Next Meeting	● Next meeting is December 4, 2017 ● See Academic Senate website for schedule of future ULB meetings 2017-2018.		

Meeting Adjourned	4:05pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** December 4, 2017

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 11/13/17 sent via email from Sylvia Ruiz 11/30/17**	All
	Discuss the policy proposal AS1672 (attached word doc)	All
	Dean's update	Tracy
	Other Agenda items: • •	
	Announcements: • •	All
	Next Meeting: • January 29, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

San José State University
Academic Senate
University Library Board AS xxxx
December 11, 2018
First Reading

Policy Recommendation
Amendment to University Library Policy (S15-10)

Whereas: University library policy is drafted to support the curricular and research needs of the University; and

Whereas: The library needs the flexibility to modify service delivery to ensure quality and effectiveness. That may require multiple locations or changing locations over time.

Resolved S15-10 Section 5.1 be amended to remove language specifying location of the reference desk, as follows:

> 5.1 General Faculty and Staff Support. The academic mission of the Library shall be advanced by specialized practices unique to a University or an academic library setting, whenever such practices are customary in libraries of institutions of higher education. Library faculty and staff will be enabled to carry out academically oriented functions and shall not merge unique academic functions and practices with the City Library. The City and University will share delivery of basic reference services through a common service area ~~on the second floor~~.

Approved:
Vote:
Present:
Absent:
Financial Impact: None
Workload Impact: None

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** December 4, 2017

Present: Nick Taylor, Tracy Elliott, James Lee, Joni Bodart (via zom), Anamika Megwalu, Peggy Cabrera, Shaonan Tian, Karthika Sasikumar, Laurie Borchard

Absent: Ariadna Manzo, Debrayh Gaylle, Grinell Smith, Susanna Khavul, Emily Chan

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes of Meeting 11/13/17 were emailed on 11/30/17 via google doc from Sylvia. • Minutes approved.	Approved	
Policy proposal	• Discussed policy proposal AS1672. It was retracted from Senate Executive Committee meeting on Dec 4th because the rationale was not accurate and required more conversation. • Policy proposal was revised and unanimously approved 8-0.		• Nick will submit approved proposal for Senate Executive Committee meeting on Dec 11th.
Dean's Update	• Tracy met with Senate Executive Committee to review library master plan. There was a suggestion to have more discussion with Engineering, Math and Science colleagues regarding the 6th floor design plan. It was a positive exchange and very consultative. Librarian Liaisons will start the conversation about 6th floor design with engineering & math and get feedback on use of the print collection. • Tracy confirmed that 19,000 square feet of collaborative space is being created in the library master plan.	Informational	

	● Tracy confirmed number of journal articles downloaded for 2016-2017 was 2,479,944. Reflects increase of approximately 10,000 from previous year and cancellation of Wiley.		
SmartNote - USP reference	● Peggy distributed a draft copy. A few revisions were suggested. ● It will be sent out in spring semester to faculty after the policy is amended.		● Anamika will complete the revisions since Peggy will be on sabbatical spring semester 2018.
Future agenda item	● Discuss video/media titles from college of H&A that are not included in streaming packages. Tracy will begin conversation at council of deans meetings.		● Nick send titles to Emily.
Next Meeting	● Next meeting is January 29, 2017 ● See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:12pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** January 29, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 12/4/17 sent via email from Sylvia Ruiz 12/14/17**	All
	Dean's Update • **Data Services Program Overview - Kate Barron, Data Services Librarian**	Tracy
	Update on Senate Policy change approved in December	Nick
	Final Review of SmartNote on USP	All
	Discussion of potential ULB statement on open access	All
	Announcements: • The Center for Literary Arts Presents Natalie Baszile, Thurs., February 8, 7–8:30 p.m. King Library 225 • Join us for a reading and conversation with Selena Anderson featuring author Natalie Baszile. • University Scholar Series: The Project of Cross-Cultural and Scientifically Informed Critical Thinking, Dr. Anand Jayprakash Vaidya, Philosophy Dept., Wed., February 21, noon-1 p.m., King Library 225 •	All
	Next Meeting: • February 5, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** January 29, 2018

Present: Nick Taylor, Tracy Elliott, Emily Chan, Debrayh Gaylle, James Lee, Grinell Smith (via zoom), Joni Bodart, Shaonan Tian, Karthika Sasikumar, Laurie Borchard, Susanna Khavul

Absent: Ariadna Manzo, Peggy Cabrera, Anamika Megwalu

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes approved from meeting 12/4/17.	Approved	
Dean's Update	• Tracy introduced new Data Services Librarian, Kate Barron. • She provided a general overview and distributed a handout of the program timeline. Four components are finding data and statistics, data management, statistical software and data visualization. She is open to feedback and suggestions.	Informational	
Update on policy proposal	• Policy proposal was approved in December 2017 S15-10, Library Policy with Amendment A		
SmartNote - USP reference	• Revisions were made to final draft emailed by Anamika.		• Tracy will send to all faculty on behalf of ULB [emailed 1/30/18]
Open Access statement	• Revisited the statement created at the 11-6-17 meeting, *"We encourage RTP committees to consider work published in Open Access venues and to evaluate quality with discipline*		• Karthika and Emily will draft a resolution statement for next meeting.

	appropriate metrics, and to encourage faculty authors to review author rights."		
Future agenda item	● Presentation by Research Impact Librarian, Yen Tran.		
Next Meeting	● Next meeting is February 5, 2017 ● See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:40pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** February 5, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 1/29/18 sent via email from Sylvia Ruiz on 2/5/18**	All
	Library's LTI Tools aka Learning Tools Interoperability (handout) - Ann Agee, Librarian	All
	Feedback and discussion of draft ULB statement on open access prepared by Karthika & Emily "We encourage faculty authors to consider retaining author rights to facilitate free and open access to their publications. We encourage RTP committees to consider faculty work published in open access venues, while using discipline-specific criteria to evaluate quality, value, and impact."	All
	Confirm preferred date for Research Impact Librarian to present March 5 or March 19	All
	Announcements: • The Center for Literary Arts Presents Natalie Baszile, Thurs., February 8, 7–8:30 p.m. King Library 225 Join us for a reading and conversation with Selena Anderson featuring author Natalie Baszile. • University Scholar Series: The Project of Cross-Cultural and Scientifically Informed Critical Thinking, Dr. Anand Jayprakash Vaidya, Philosophy Dept., Wed., February 21, noon-1 p.m., King Library 225	All
	Next Meeting: • February 19, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** February 5, 2018

Present: Nick Taylor, Tracy Elliott, Emily Chan, James Lee, Grinell Smith , Joni Bodart (via zoom), Shaonan Tian, Laurie Borchard, Anamika Megwalu

Absent: Ariadna Manzo, Debrayh Gaylle, Susanna Khavul, Karthika Sasikumar

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes approved from meeting 1/29/18.	Approved	
Feedback on Library LTI Tools	• Ann Agee shared an idea to have "Your Research Resources" link automatically loaded on faculty's canvas course on the left navigation bar automatically versus the current optional "add-in" module. There are guides mapped to specific courses that Ann has already prepared. There is an opt out setting for those faculty prefer not to have it on their canvas course. • Consensus that automatically adding it would be the easiest for students and most faculty would not notice it. • A future SmartNote on the topic will be pursued as appropriate.	Feedback	• Ann will follow-up with Jennifer Redd to get concurrence Academic Technology • Ann will confirm if there are analytics available if students click the "Your Research Resources" link.
Open Access statement	• Discussed proposed statement created by Karthika and Emily, *"We encourage faculty authors to consider retaining author rights to facilitate free and open access to their publications. We encourage RTP committees to consider faculty work published in open access venues, while using discipline-specific criteria to evaluate quality, value, and impact."*		• Emily will draft a resolution statement via google docs and share with ULB. • Everyone edit so that a working draft will discussed at the next meeting on Feb 19.

	• Resolutions from CSUN, Iowa State and Harvard were also discussed as base points for consideration. • General consensus that statement should reflect positive language and benefits in academic setting at SJSU and be distinctly different from compliance from AB 798 - College Textbook Affordability. • General consensus that statement should be general and apply to all disciplines at SJSU.		
Future agenda item	• Presentation by Research Impact Librarian, Yen Tran, is set for the March 19th meeting.		• Sylvia will invite Yen and confirm on her calendar.
Update ULB vacancies	• Welcome to Justin Villena who is a graduate student pursuing MLIS and current library staff in media services. • Nick reported that the committee assignments chair has been unsuccessful at finding an undergraduate student. Consequently, it was approved to have another graduate student, Mansi Ward.		
Next Meeting	• Next meeting is February 19, 2017 • See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:05pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** March 5, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 2/5/18 sent via email from Sylvia Ruiz on 2/7/18**	All
	Dean's Update • Name change of the Cultural Heritage Center – Kathy Blackmer Reyes, Director	Emily
	Discussion open access resolution prepared by Emily	All
	Announcements: • Textbook Affordability Week March 5-9, 2018 • University Scholar Series: Neurological Accidents – Brain, Behavior & the Power of Rehabilitation in Alzheimer's Disease and Stroke, Dr. Nidhi Mahendra, Dept. of Communicative Disorders & Sciences, Wed., March 21, noon-1 p.m., King Library 225 • Others?	All
	Next Meeting: • March 19, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** March 5, 2018

Present: Nick Taylor, Emily Chan, James Lee, Joni Bodart, Shaonan Tian, Laurie Borchard, Anamika Megwalu, Susanna Khavul, Debrayh Gaylle, Josh Villanueva, Aslihan Bulut, Kathy Blackmer Reyes (guest speaker), Mansi Warde

Absent: Karthika Sasikumar, Grinell Smith, Tracy Elliott

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes approved from meeting 2/5/18.	Approved	
Introductions	• New ULB members include Josh Villanueva who is the Associated Students designee and Mansi Warde who is a graduate student. • Aslihan Bulut is an invited guest of the Dean who is the new Director of Academic Services at the library.	Informational	
Dean's Update	• Kathy Blackmer Reyes who is the Director of the Cultural Heritage Center distributed a memo to announce the official name change to AACNA.	Informational	
Open Access Resolution statement	• Revisions were suggested when reviewing and discussing the draft OA statement. • Suggestions include adding descriptors to share information on pre-print rights and point of contact for library consultation and derivatives of the work to be supported, being more rigorous to adopt that of UC-style, clarifying support for both gold and green		• Emily will revise the resolution statement for continued discussion at the next meeting.

	standards, and adding references for all Whereas statements with hyperlinks.		
Future agenda items	● Presentation by Research Impact Librarian, Yen Tran, is set for the March 19th meeting. ● Kathrika would like to discuss concerns shared from faculty and students regarding the design of the library catalog interface.		
Announcements	● Textbook Affordability Week March 5-9, 2018. ● University Scholar Series: Neurological Accidents – Brain, Behavior & the Power of Rehabilitation in Alzheimer's Disease and Stroke, Dr. Nidhi Mahendra, Dept. of Communicative Disorders & Sciences, Wed., March 21, noon-1 p.m., King Library 225 ● No other announcements were made.		
Next Meeting	● Next meeting is March 19, 2018 at 2pm. ● See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:03pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** March 19, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 3/5/18 sent via email from Sylvia Ruiz on 3/7/18**	All
	Presentation by Research Impact Librarian	Yen Tran/All
	Concerns shared from faculty and students regarding the design of the library catalog interface • Guests for the discussion Rae Ann Stahl, Associate Dean Technology & Information Services, and Christina Mune, Information Technology Services Director	Kathrika/All
	Dean's Update	Tracy
	Revisions of open access resolution statement	Emily/All
	Announcements: • University Scholar Series: Neurological Accidents – Brain, Behavior & the Power of Rehabilitation in Alzheimer's Disease and Stroke, Dr. Nidhi Mahendra, Dept. of Communicative Disorders & Sciences, Wed., March 21, noon-1 p.m., King Library 225 • Others?	All
	Next Meeting: • April 2, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** March 19, 2018

Present: Nick Taylor, Emily Chan, James Lee, Joni Bodart, Karthika Sasikumar, Grinell Smith, Tracy Elliott, Anamika Megwalu, Aslihan Bulut, Justin Villena, Mansi Warde, Yen Tran (guest speaker)

Absent: Shaonan Tian, Laurie Borchard, Debrayh Gaylle, Josh Villanueva, Susanna Khavul

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	● No additional agenda items.	Approved	
Minutes Approval	● Minutes approved from meeting 3/5/18.	Approved	
Research Impact Librarian	● Yen Tran provided an overview of her new role as Research Impact Librarian for the university library. ● In addition to being the sciences librarian liaison, her role is to help SJSU understand and measure the output and impact of RSCA. ● Currently, she is exploring various software tools to aggregate the bibliometrics and how to add in the altmetrics.	Informational	
Dean's Update	Tracy shared the following updates: ● Budget through end Feb 2018 was reviewed. All acquisition purchases will be completed by mid-April. ● Incubator at the library is a cross disciplinary endeavor across all the colleges. Deans, faculty and industry partners are on the advisory group. ● All night study usage for month of February was 11, 442 students based on Grades First data. This reflects typical monthly usage. More analysis will be done to correlate that data with student success measures.	Informational	●

	• A comprehensive Silicon Valley collection with a curator is being developed in SJSU Special Collections. Jan English-Lueck was consulted for the vital starting point and expertise in the area.		
Library catalog interface	• Guests for the discussion included: Rae Ann Stahl, Christina Mune and Laurel Eby. • After Karthika described a few searching challenges, Christina Mune led a step by step demo search for NY Times and Washington Post. • The library's information technology service team has been conducting 5 minute user experience sessions and reviews user analytics to address improvements. • Encourage users to use Ask Us link. There is also a OneSearch issues report that is used by the USP team if they have situations they come across when handling reference needs.		
OA Resolution statement	• Revisions draft Open Access statement will be discussed at the next meeting.		
Announcements	• University Scholar Series: Neurological Accidents – Brain, Behavior & the Power of Rehabilitation in Alzheimer's Disease and Stroke, Dr. Nidhi Mahendra, Dept. of Communicative Disorders & Sciences, Wed., March 21, noon-1 p.m., King Library 225 • Opportunity to be a judge for Invention Convention on April 14. Contact grinell.smith@sjsu.edu for more details to volunteer.		
Next Meeting	• Next meeting is April 2, 2018 at 2pm. • See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:40pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** April 2, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 3/19/18 sent via email from Sylvia Ruiz on 3/27/18**	All
	Dean's Update	Tracy
	Revisions of open access resolution statement	Emily/All
	Announcements: • April 9-30 for all students, faculty and staff to participate. Look for email, fliers, spotlight on library page. • Last University Scholar Series of the spring semester, Wed April 18, noon-1pm, King Library Room 225 Negotiating Socialism in Rural China: Mao, Peasants and Local Cadres in Shanxi, 1949–1953 Xiaojia Hou, Dept. of History Department •	All
	Next Meeting: • April 16, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** April 2, 2018

Present: Nick Taylor, Tracy Elliott, Emily Chan, Joni Bodart, Karthika Sasikumar, Grinell Smith, Shaonan Tian, Mansi Warde, Debrayh Gaylle, Susanna Khavul, Aslihan Bulut

Absent: Laurie Borchard, James Lee, Anamika Megwalu, Justin Villena, Josh Villanueva

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes approved from meeting 3/19//18 with Emily's suggested notes.	Approved	
Dean's Update	• Tracy shared that the library's reorganization plan has been updated to align with the University strategic planning goals and visioning. Faculty recruitment requests for next year has been submitted and library can work to fill vacancies once approved.	Informational	
OA Resolution Statement	• Revisions to Open Access statement were reviewed and discussed. • There was agreement (vote 8-0) for Nick to take the final version to Academic Senate. [Note: Mansi was not officially added to ULB committee roster by senate. She is non-voting member. The vote for the senate resolution is recorded as 7-0].	Action to senate	• After the meeting, Nick secured first reading on April 9 senate meeting
Announcements	• LibQUAL+® survey is scheduled April 9-30 for all students, faculty and staff to participate. Look for email, fliers, and spotlight on library page. • Last University Scholar Series of the spring semester, Wed April 18, noon-1pm, King Library Room 225, Negotiating Socialism in Rural China: Mao, Peasants and Local Cadres in Shanxi, 1949–1953, Xiaojia Hou, Dept. of History Department		

Next Meeting	● Next meeting is April 16, 2018 at 2pm. ● See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:23pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** April 16, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 3/2/18 sent via email from Sylvia Ruiz on 4/5/18**	All
	Dean's Update	Tracy
	Feedback AS 1692 & Next Steps - Open Access Resolution open access resolution 1st reading at Academic Senate meeting 4/9	Nick/Emily
	Announcements: • April 9-30 for all students, faculty and staff to participate. Look for email, fliers, spotlight on library page. https://bit.ly/SJSULib_survey • Last University Scholar Series of the spring semester, Wed April 18, noon-1pm, King Library Room 225 Negotiating Socialism in Rural China: Mao, Peasants and Local Cadres in Shanxi, 1949–1953 Xiaojia Hou, Dept. of History Department	All
	Optional Library Tour	Tracy/All
	Next Meeting: • April 23, 2018 at 2pm • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** April 16, 2018

Present: Nick Taylor, Emily Chan, Shaonan Tian, Debrayh Gaylle, Susanna Khavul, Anamika Megwalu, Laurie Borchard, Justin Villena, Mansi Warde, James Lee, Aslihan Bulut

Absent: Tracy Elliott, Joni Bodart, Josh Villanueva, Karthika Sasikumar, Grinell Smith

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes approved from meeting 4/2/18.	Approved	
OA Resolution Statement	• Nick and Emily shared feedback from the OA resolution first reading (AS1692) held at the senate meeting on April 9. Suggestions included to remove reference to RTP, treat Whereas statements as explanations, address how not all disciplines have viable OA options, address the existence of predatory publishers in OA, and to consider the recommendations of the OA Taskforce Report dated 2010 http://www.sjsu.edu/senate/docs/oatfr10.pdf.	Discussion	• Nick and Emily will present another draft at next ULB meeting
Library Tour	• Tracy was not present and the optional tour was postponed. There was interest in a library tour hosted by the dean and it will be offered at a future meeting.		
Announcements	• LibQUAL+® survey available until April 30 for all students, faculty and staff to participate. Look for email, fliers, and spotlight on library page. • Last University Scholar Series of the spring semester, Wed April 18, noon-1pm, King Library Room 225, Negotiating Socialism in Rural China: Mao, Peasants and Local Cadres in Shanxi, 1949–1953, Xiaojia Hou, Dept. of History Department		

Next Meeting	● Next meeting is April 23, 2018 at 2pm. ● See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	3:00pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-4pm

Agenda **Date:** April 23, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 4/16/18 sent via email from Sylvia Ruiz on 4/20/18**	All
	Dean's Update	Tracy
	Discuss Revisions to AS 1692	Nick/Emily
	Schedule date for optional library tour	Tracy/All
	Announcements:	All
	Next Meeting: • May 7, 2018 at 2pm (last meeting of academic year) • Meeting schedule is posted on Academic Senate for AY 2017-2018	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** April 23, 2018

Present: Nick Taylor, Tracy Elliott, Shaonan Tian, Debrayh Gaylle, Susanna Khavul, Joni Bodart, Karthika Sasikumar, Anamika Megwalu, Laurie Borchard, Justin Villena, Mansi Warde, James Lee, Mariah Rasamour, Aslihan Bulut

Absent: Josh Villanueva, Grinell Smith, Emily Chan

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• No additional agenda items.	Approved	
Minutes Approval	• Minutes approved from meeting 4/16/18.	Approved	
Dean's Update	• The library is hosting an Incubator workshop with INCStart consultants who provide services delivered through a partnership between Ryerson University and The Pivotal Point in Toronto, Canada and Oulu University of Applied Sciences in Oulu, Finland. The consultants' services are intended to help enable clients to find solutions that accelerate the success of their incubation programs. Faculty advisory group, deans and development directors will participate in the all day workshop on April 27. Tracy, Dan Nathan-Roberts from Engineering and Pam Richardson from CASA will travel to Oulu May 3-4 where they will receive incubator program development orientation. • Material library is delayed due to shelving being damaged during two delivery attempts. • Budget process announced at the budget forum April 19 by VP Administration & Finance will negatively impact the funds available to the library. The process will hopefully offset the anticipated 2018-19 university-wide budget deficit.		

Revisions OA Resolution Statement AS 1692	• Nick reported that he and Emily will present substantial data points that illustrate the OA impact since the last 8 years linked to the recommendations of the OA Taskforce Report dated 2010 http://www.sjsu.edu/senate/docs/oatfr10.pdf to the academic senate. The update will be included in the ULB annual senate report which was delayed on the senate agenda until Fall 2018.	Discussion	• At next meeting, Emily will provide general stats to give everyone a sense of the impact of ScholarWorks
Library Tour	• A library tour hosted by the dean will be scheduled in the fall. All current and new ULB members will be invited.		
Announcements	• LibQUAL+® survey available until April 30 for all students, faculty and staff to participate.		
Next Meeting	• Next meeting is May 7 at 2pm (last meeting of the academic year) • See Academic Senate website for schedule of future ULB meetings 2017-2018.		
Meeting Adjourned	2:55pm		

UNIVERSITY LIBRARY BOARD
2017 - 2018

Regular Board Meeting
2-3pm

Agenda **Date:** May 7, 2018

TIME	TOPIC	Speaker/Participant
2:00pm	**Approval of Minutes 4/23/18 sent via email from Sylvia Ruiz on 4/27/18**	All
	Dean's Update	Tracy
	Follow-Up Items • **Ref Works – Kathika** • **Statistics on ScholarWorks - Emily**	Nick/All
	Acknowledgements ULB members – term end 2018	Nick
	Announcements: • Provost Farewell reception 3-5pm, Student Union • Any other announcements?	All
	Next Meeting: • To be announced • Meeting schedule should be posted on Academic Senate webpage at later date	
	Meeting Adjourned:	

UNIVERSITY LIBRARY BOARD
2017-2018

Regular Board Meeting – Library Boardroom
2pm

Minutes **Date:** May 7, 2018

Present: Nick Taylor, Tracy Elliott, Grinell Smith, Emily Chan, Shaonan Tian, Debrayh Gaylle, Susanna Khavul, Joni Bodart, Karthika Sasikumar, Anamika Megwalu, Justin Villena, Mansi Warde, James Lee, Mariah Ramsour, Aslihan Bulut

Absent: Josh Villanueva, Laurie Borchard

Prepared by: Sylvia Ruiz

TOPIC	DISCUSSION	OUTCOME	FOLLOW UP (Who/When)
Agenda Approval	• Addition of LibQual highlights by Anamika.	Approved	
Minutes Approval	• Minutes approved from meeting 4/23/18.	Approved	
Dean's Update	• Library budget is work in progress to meet deadline to Provost office on May 9. • A new cost share agreement with SJPL is being negotiated.		
Follow-Up Items	• RefWorks - The library currently has a legacy version of RefWorks. There is a plan to migrate to a new version of RefWorks this summer which has improved features like PDFs in the cloud with limitless storage. Users must use their SJSU email for account verification. • ScholarWorks - Emily provided a Report on ScholarWorks. It included robust statistics on ScholarWorks and demonstrated key data points that are available to administrators. ScholarWorks can also be used as an event platform. The mission of the repository will be reviewed and updated this summer to reflect collection development strategy and open education.	Informational	
LibQual highlights	• Anamika reported that there were 4,247 surveys collected from students; including faculty and staff responses the total surveys collected was 4,507. She will do data		

	analysis over the summer months and prepare an executive summary for dissemination. Here are a few highlights that were discussed: ○ Biggest concern for students is safety/security. Comments from the survey suggest it is the "homeless" population in the library vs. user experience that is driving the concern. It was noted that some homeless patrons may include students so messaging should be carefully stated.Moreover, the space is shared with the public library and patrons using the public library areas cannot be excluded. ○ It was suggested to have discussions with libraries in urban settings that may have higher incidents with security than King Library. Campus climate survey could be another source to review for more data on students concern for safety/security. ○ Demographic data such as age and gender was included in the survey questions. May have been a deterrent for faculty/staff participation in survey. Only two options for gender. Feedback will be provided to ARL (survey author). ○ Some faculty concerns included making e-resources available, having modern equipment, easy to use access tools and printing of electronic journals. ○ Student winner will be notified week of May 14.		
Thank you ULB members	● Several ULB members have their terms ending this spring 2018. We thank them for their commitment and time on the board: Peggy, Laurie, Grinell, Joni, and Susanna. ● We also thank all our undergraduate and graduate student board members.		
Announcements	● Provost farewell reception 3-5pm in Student Union today ● No other announcements		
Next Meeting	● Next meeting to be announced. Check Academic Senate website for schedule of future ULB meetings 2018-2019.		
Meeting Adjourned	Approximately 3:40pm		