COMMITTEE ON LIBRARY  
Janice Humphreys, RN, PNP, PhD, Chair  

MINUTES  
Meeting of October 10, 2001  

PRESENT: Chair J. Humphreys, Librarian K. Butter, M. London, L. Mitteness  

ABSENT: M. Shetlar, I. Sim, P. Den Besten  

GUESTS: C. Cullander, Associate Dean of Student and Curricular Affairs, P. Tahir, Information Services Librarian, H. Schmidt, Information Technology  

The meeting of the Committee on Library was called to order by Chair Humphreys on October 10, 2001 at 12:05 am in Room L-101. A quorum was not present.  

Chair’s Report  
Chair Humphreys stated that the current focus for the Committee on Library is:  
- Developing guidelines for the allocation of Library Space at the Kalmanovitz Library on Parnassus  
- Formation of an Ad-Hoc Committee on Library Space at Mission Bay  
- Recruitment for the two vacancies on the Committee  

Librarian’s Report  
Karen Butter, UCSF Librarian, reported the following:  
- The Wireless Project in the Library has completed the first phase. The second and third floors are wired for use by individual laptops and there are five laptops currently available for loan at the library.  
- The budget has been released and the Library retains its previous level of funding with no new funds for collections.  

Election of a Committee Vice-Chair  
Martin London was nominated for vice-chair and accepted the nomination. Senate Staff will contact the Committee via email for any additional nominations. When the nomination is decided upon, Chair Humphreys will notify John Kane, Chair of the Committee on Committees, of the Committee on Library’s suggestion for Vice-Chair.  

Library Collection Management Initiative  
- Christopher Cullander reported that there is currently no formal liaison between Information Technology and the Library. Dr. Cullander agreed to act as this liaison and to report to the
Committee from time to time as relevant issues arise. Dr. Cullander encouraged the Committee to send ideas and feedback to him via email at the following- chrisc@itsa.ucsf.edu.

- Dr. Cullander also reported that the Collections Management Initiative (CMI), a two-year pilot project tracking hard copy versus on-line publication usage, began across UC campuses in September. Publications were chosen based upon A) ability to provide web usage data; B) having a presence on multiple campuses and C) the level of general use the publications receive, i.e. low, medium or high.

**Library Committee Liaison to the UCSF Academic Computing Committee**

Librarian Butter has formally accepted the Chair of the Academic Computing Committee on an interim basis; Martin London has been invited by the Chancellor to participate as the Library Committee Liaison on the Academic Computing Committee.

**Consideration of Transition to Electronic Formats**

**Chemical Abstracts**
- Librarian Butter will inquire with the Pharmacy and Biochemistry departments about the effect that discontinuing the hard-copy subscription of Chemical Abstracts would have on faculty, post-docs and students.

**Options for Remote Access to Licensed E-Journals**
- By December 2001, users will need to transition to use of a VPN gateway in order to remotely access electronic journals and databases licensed by the UCSF library. Further details can be obtained at the following website http://www.ucsf.edu/its/remoteconnect/

**School of Medicine Review**

Librarian Butter distributed a draft of the response from the library to the LCME statistical section. LCME will re-accredit the medical school in 2003. A number of school-wide committees have been formed to prepare the self-study.

**Ad Hoc Committees for Mission Bay & Library Space Allocation**

Two ad hoc committees have been established by the Chair related to Mission Bay and Library Space Allocation.

**Mission Bay**
Chair Humphreys will chair the Ad Hoc Committee on Mission Bay Libraries. Chair Humphreys stated that the goal of this subcommittee is to have a draft proposal for review by the Committee by the end of Winter Quarter 2001.

**Library Space Allocation**
This ad hoc committee currently has two members – Martin London as Chair and Linda Mitteness. Chair Humphreys stated that agenda of this ad hoc committee is to produce a mission statement and strategic goals for library space. Librarian Butter distributed a power-point presentation of the Library’s strategic goals. Chair Humphreys noted that it included a goal on the use of space. The product of this ad hoc committee will be used to model the allocation of space within the Mission Bay libraries.
**Academic Senate Task Force on Distance Learning**

Chair Humphreys announced that she has accepted the chair of this Task Force however it will not convene until Winter Quarter 2002. The four issues before it will be:

- Identification of the resources available for faculty who wish to teach an on-line course
- Workload issues pertaining to on-line courses (student and teaching)
- Copyright issues for course materials
- Methods of evaluating on-line courses for credit, value and appropriate workload

**Student Report**

No student report. The Committee is in the process of inviting two students to serve as guest members on the Committee on Library: one from the Graduate Student’s Association (GSA) and one from the Associated Students of the University of California, San Francisco (ASUCSF).