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

MINUTES
Meeting of December 12, 2001

PRESENT: Chair J. Humphreys, M. London, Librarian K. Butter, L. Mitteness, M. Shetlar, Ida Sim, P. Den Bensten

ABSENT: None

GUESTS: Julia Kochi – Manager, Digital Library, Brian Warling – Assistant Director, Center for Instructional Technology

The meeting of the Committee on Library was called to order by Chair Humphreys on December 12, 2001 at 12:02 p.m. in Room L-119. A quorum was present.

Minutes
The minutes of the Committee on Library meeting on October 10, 2001 were approved.

Chair’s Report
None.

Librarian’s Report
Karen Butter, UCSF Librarian, reported the following:

▪ Construction on front doors of library is taking place at this time and is due to normal wear and tear. The doors are too heavy and cannot be locked except with chains. Additional construction in the library includes:
  ▪ New stacks/compact shelving will be added to the first floor to increase book storage.
  ▪ Study carrels will be available and will be relocated to the front of the stack area.
  ▪ A Center for Tobacco Control Research and Education will be constructed on the 3rd floor.
  ▪ Shelving for journals on the west side of the third floor will be replaced with study tables.
  ▪ Students have been informed of construction to begin in January 2002 and scheduled for completion by the end of June 2002.

▪ Library web page, GALLEN II, will be redesigned to improve access to electronic resources in conjunction with the Mini Medical School the Library will offer an elective sessions this spring on finding high quality consumer health information with a focus on Internet resources such as Medline Plus.
The Mini Medical School is an eight-week course designed to give participants comprehensive information about how aspects of medical science affect daily life. Course participants attend lectures and also will have the opportunity to take elective classes.

Library Budget

Karen Butter reported that a campus-wide hiring freeze is in effect in compliance with the directive of the Office of the President and the Governor’s initiative to reduce spending this fiscal year. The library will comply with the hiring freeze and other initiatives aimed at reducing expenditure of state (19900) funds. She has been told to expect a 1% reduction in library budget will this year with a reduction of five to ten percent the following year. Over the next year the library will be reviewing where reductions can be made to meet the targeted cuts. A reduction in paper subscription in favor of electronic journals is being discussed to meet the targeted budget reductions. She will seek advice from the Library Committee as more information about the budget is available.

Report form the Academic Computing Committee – Martin London

Martin London, MD reported on the Academic Computing Committee (ACC) meeting of December 3, 2001. Dr. London provided the following information:

The Research Administration System Sub-Group, charged with the evaluation of complete research administration software packages, gave a report to the members of the ACC outlining several of the software systems currently under review. Additional information on the report submitted by the Research Administration sub-group is available on the Internet at http://www.ucsf.edu/itgovernance/rasg.html.

A committee reviewing the implementation of wireless network throughout the Parnassus Campus reported the current status of wireless networks on this campus. The committee is focusing on wireless networks that can be easily accessed by medical students. Dr. London also reported on the success of the wireless network that currently exists in the library. Additional information is available on the Internet at http://www.ucsf.edu/wireless/.

Overview of the Library’s Center for Instructional Technology (CIT) – Brian Warling

Chair Humphreys introduced Brian Warling, Assistant Director of the Center for Instructional Technology. The CIT is responsible for the digital curriculum efforts and currently working with faculty to post course material on the World Wide Web.

Mr. Warling gave an overview of WebCT, a web based system that allows users to place course content on the web. A WebCT implementation group comprised of faculty from each school helps guide CIT in the development of the program. The latest version of WebCT uses the GALEN account system to log students into the system to improve the management of accounts and passwords. Information on WebCT and the Center for Information Technology is available online at http://cit.ucsf.edu. Anyone interested in learning more about WebCT or how to use WebCT to create on-line courses should contact Mr. Warling’s office at 415-502-6678 or review the CIT web site for class information at http://cit.ucsf.edu/classes.
Concerns about Intellectual Property Rights and copyright issues were discussed with regards to ownership of faculty work posted on WebCT. Chair Humphreys informed the committee that these issues will also be addressed by the Distance Learning Task Force.

**Update on the Digital Library**

Julia Kochi, Manager of the Digital Library presented the committee with an update on Digital Library Resources. Ms. Kochi offered the following information:


- The Digital Library has also added three new publishers including Lippincott Williams & Wilkins, Cambridge University Press, and Oxford University Press. No new nursing titles were added because they will not be ready until 2002. Additional new resources include Journal Citation Reports, Encyclopedia Britannica, Statistical Universe and Inter-University Consortium for Political and Social Research (ICPSR) Data Sets.

- Several titles are still under negotiation including AMA titles, Cell Press and the New England Journal of Medicine. The price for consortial licensing is either unreasonable or non-existent.


- *Journal Citation Reports* (JCR) is a resource for journal evaluation, using citation data drawn from over technical journals worldwide. *JCR* is the only source of citation data on journals and covers many specialties in the areas of science, technology, and the social sciences. More information is available on the Internet at [http://jcrweb.com/](http://jcrweb.com/).

There being no further business, the meeting was adjourned at 1:17 p.m.