COMMITTEE ON LIBRARY
Thomas Newman, MD, MPH, Chair

MINUTES
Meeting of April 13, 2006

PRESENT: Thomas Newman, Judith Barker, Eberhard Fiebig, Nancy Hessol, Richard Schneider, Francis Szoka, Dave Teitel, Ilona Frieden, Ralph Marcucio

ABSENT: Kathy Shook, Geoff Manley

PERMANENT GUESTS: Karen Butter, University Librarian; Anneliese Taylor, LAUC (Librarian’s Association of the University of California) Representative

GUESTS: Janice Contini, Education and Information Services; Kathleen Cameron, Special Projects

The meeting of the Committee on Library was called to order by Chair Newman on April 13, 2006 at 10:11 a.m. in Room CL 101. A quorum was present.

Approval of Minutes
The minutes of the April 13, 2006 meeting were approved unanimously.

Chair’s Report
Coordinating Committee
Chair Newman had these announcements:

- Chair Newman had these items to report from the February Coordinating Committee meeting:
  - There was discussion on UC System Air Travel System. Most of the Committee found the system to be inefficient and difficult to use. Further, individuals are required to use the university credit card so that the University can make a return. Most members found the process laborious and in the end not worth their time. LaDeen Diamon, Executive Vice Chancellor, and presenter of the program agreed to return to the group for an update.
  - The Clinical Affairs Committee (CAC) reported on their frustration due to the Committee’s lack of impact. CAC Chair Kenneth Fye felt the Committee is not empowered and is working on ways to invigorate the Committee.
  - Henry Sanchez, Chair of the Committee on Educational Policy (CEP) has been working on bringing podcasting to the campus for mainstream use.
Chair Newman suggested that the Committee work with CEP on this endeavor. Vice Chair Teitel volunteered to help coordinate a joint effort between COL and CEP in podcasting policy.

- Chair Newman had these announcements to make from the April Coordinating Committee Meeting:
  - Chair Greenspan reported that there was a vote of non-confidence for the Chair of the Senate, Clifford Brunk. No other details were given.
  - A ballot regarding the Davis Non-Resident Tuition memorial ballot has been sent out for vote.
  - Ashish Sahni gave a presentation on the upcoming accreditation by WASC (Western Association of Schools and Colleges). This accreditation process occurs every ten years. Members from the Senate will be asked to serve on various committees created to aid in the accreditation process. Chair Newman brought up the increase in committee load on faculty and what can be done to minimize crossover.
  - As part of his Committee on Library report, Chair Newman mentioned the Forum on Scholarly Communications which was well-received by the Senate. They requested a lunchtime symposium and agreed to help sponsor the event. Lastly, the Library’s request for discretionary funds was well received.

- Chair Newman revisited the discussion related to space and how the Committee was never fully consulted. The Committee agreed to invite Executive Vice Chancellor Gene Washington to the next meeting.

- Chair Newman discussed the Subcommittee to review the Fishbon at Mt. Zion. He inherited the Chair position from the former Chair of the Committee. Since he is unable to continue in this capacity, he requested Committee Member Ilona Frieden to continue as Chair of the Subcommittee. She agreed and will work with the Committee Analyst to schedule the first meetings.

- Lastly, the Committee reviewed and gave input to the draft of the request for Chancellor’s discretionary funds which will be forwarded to Academic Planning and Budget for their approval.

**Report from University Librarian**

**Funding Request**

K. Butter reported that a request for permanent funds and new funding for WebCT which will be undergoing a significant upgrade, has been submitted. The request also asked for funding to work with a historian to work on the image archive. Chair Newman suggested the Library work with Dr. Schindler(?) due to his expansive knowledge of UCSF history.

**Library User Comments**

The Library tracks what people think about the library through the comments section on the Library website. K. Butter reported that the Library does get a number of general
comments about various services – mostly from the students. She queried the Committee as to whether they would be interested in reviewing these comments. The Committee showed interest in reviewing these comments.

**Library Theft and Safety**
There is some discussion to closing the library after hours and on the weekends to anyone except UCSF Personnel due to the high incidences of theft and the number of homeless people frequenting the library. She will be updating the Committee on the progress of this initiative.

**Health Education Assets Library (HEAL)—Kathleen Cameron**
K. Cameron explained that the Library has a grant to try to develop a system to help faculty manage their images. Using HEAL, K. Cameron went over how to use the image database. She requested volunteers to become beta-testers.

**Library Survey – Janice Contini**
J. Contini reported that the initial goal of the survey was to conduct an inquiry based upon space. However, the survey has been expanded to include an inquiry based on services and resources. The aim of the survey is to tell us what existing services are being used, what other services patrons would like to see. The Committee commented that the questions needed to be put first in the survey and then the space for respondent information. They also felt that the survey was too long. Lastly, the Committee agreed that there needs to be clarification about overall aims of the survey. J. Contini agreed revise the survey based on the Committee’s comments and will resend before releasing the survey.

There being no further business, Chair Newman adjourned the meeting at 11:29 a.m.
## Meeting Attendance Record

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X = RSVP Attendance, EX = RSVP Absence, A = Absent (no RSVP)

Prepared by:
Shilpa Patel
Senior Senate Analyst
spatel@senate.ucsf.edu
514–2696
www.ucsf.edu/senate