



ACADEMIC SENATE

Committee on Library

Annual Report 2002 – 2003

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Chair

During the 2002-2003 academic year the Library Committee met nine times. The Committee addressed several significant issues, including proposed budget reductions for the Library and compliance receipt of notification to comply with the U.S.A. Patriot Act. The Committee participated in oversight of the policy on the use of library space, the opening of the first library branch at the Mission Bay Campus, the unveiling of the new Library Website, discussed and forwarded resolutions regarding student and Librarian representation on the Committee and broached many complex issues relating to the UC and local campus digital library collections.

Mission Bay Library

The new library at Mission Bay, located on the second floor of Genentech Hall, successfully opened on March 3, 2003. An open house was held on Wednesday, June 18, 2003 to introduce the facility to future users. The library at Mission Bay can accommodate 1,000 book volumes, has eight public access computers, five study carrels, and is equipped for wireless access.

Policy on Use of Library Space

The policy on the use of library space, adopted by the Academic Senate in 2002, was implemented at the beginning of 2003. *See* Appendix 1. According to the policy:

- All units or programs that occupy space in the Library must prepare an annual report to the University Librarian, which identifies the nature of their work and the type and level of contribution the program makes to the Library's mission. The University Librarian transmits these reports to the Library Committee for review.
- The University Librarian prepares an annual report to the Library Committee identifying space requirement needs that take into account change in the numbers; locations and composition of student/faculty populations; impact of digital storage and online databases to the current allocation of space; and new campus programs that might impact library space allocations.

Pursuant to the policy, K. Butter distributed the 01-02 Annual Report on Use of Library Space, along with the 01-02 Reports on Use of Space by Non-Library Building Tenants (*see* [Appendices 2 and 3](#)) at the April 1, 2003 meeting. The Committee unanimously approved the reports. This policy will also be implemented at Mission Bay as applicable.

Library Budget

The anticipation of mid-year budget cuts caused the Committee to seek options that would have minimal effect on library operations. Initially, the mid-year cuts were estimated to be 2.5-5% and 2003-04 cuts were estimated to be 10-20%. Although a mid-year cut did not occur, the Committee prepared for a 10% reduction for 2003-04. To ease the impact of the cut on the library's infrastructure, the Committee passed a resolution recommending a reduction of library hours based on usage data and suggested that funds that were being allocated to support units outside of the library be reincorporated back into the core library facility. See Appendix 4. The resolution was transmitted to the Senate's Academic Planning and Budget Committee for consideration in its recommendations to the Chancellor. Budget reductions at UCSF were lower than expected for fiscal year 2003-04 and as a result, it was not necessary for the Library to reduce operating hours this fiscal year. It is anticipated that the Committee will revisit this matter in January 2004.

Journal Cancellations

In an effort to migrate toward a digital library and in anticipation of future budget cuts, a decision was made to cancel a number of journal titles in print form when it was determined that sufficient access was available in an electronic format. In 2001-02, UCSF Library journal collections comprised approximately 23% of the Library's total expenses. The cancellation of select print titles is anticipated to provide the Library with significant cost savings.

A preliminary list of titles of print journals to be cancelled became available on GALEN in July 2003. See <http://www.library.ucsf.edu/collres/cancel/>. Additionally, the Academic Senate solicited input from faculty on behalf of Librarian K. Butter. The California Digital Library (CDL) received several requests from faculty to preserve certain journal titles in print form for prestige purposes and for access to better quality images.

Overall, three major concerns have been raised regarding the canceling of print journals:

1. Loss of access in the event of future cancellation of the electronic version;
2. The ability to physically browse the stacks and finding what you need; and
3. The concept of canceling print titles would defeat the purpose of the library.

Since many faculty were still submitting responses through the end of July 2003, the new Committee will continue to address these concerns in 2003-04.

California Digital Library Initiatives

The California Digital Library (CDL) is an additional "co-library" of the UC campuses, with a focus on digital materials and services. As a collaborative effort of the ten campuses, organizationally housed at the University of California, Office of the President, it is responsible for the design, creation, and implementation of systems that support the shared collections of the University of California. Several CDL projects focus on collaboration with other California Universities and organizations to create and extend access to digital material to UC partners and to the public at large.

The director of the CDL, Dan Greenstein, gave two presentations to the Committee this year regarding the services available to faculty and the CDL's plans to become a critical resource in light of the impending budget cuts. As a resource, the CDL provides the faculty with the most extensive shared digital collections of subscriptions, statistical databases, reference databases and images in the country.

As a co-library of the UC campuses, the CDL has developed a Strategic Plan which recognizes and focuses on the interdependence between all of the UC libraries. Under the Plan the CDL is reviewing shared services which would allow them to preserve all publications with common interest among the campuses. More information on the CDL and its resources are available at <http://www.cdlib.org>.

The eScholarship Initiative was also implemented by the CDL in 2003. This program is designed to stimulate and facilitate innovation in scholarly communication in support of research and teaching by exploring and enabling new modes of scholarly publication. More information on this program can be found at <http://escholarship.cdlib.org>.

UCOL Issues

Chair M. London attended the University Committee on Library (UCOL) meeting which met on June 9, 2003. Due to the impending budget cuts and monopolistic practices of some of the larger digital publishers, the UCOL is working closely with the CDL and Dan Greenstein on the Strategic Plan mentioned above.

Bylaw Amendment Regarding *Ex Officio* Members

At the October 9, 2002 meeting, the Committee considered amending the bylaws to add the Librarian Association of the University of California (LAUC) representative and a student representative as *ex officio* members. The Committee unanimously approved a motion to amend the bylaws to add a LAUC representative as an *ex officio* voting member during the November 5, 2002 meeting. At the January 7, 2003 meeting, the Committee approved a motion to add a student representative, either from the UCSF Graduate Student Association or Associated Students of the University of California, San Francisco as *ex officio* members. The Committee bylaws regarding membership were thereby amended, effective September 1, 2003.

U.S.A. Patriot Act

At the June 3, 2003 meeting, Keir Reavie, LAUC Representative, gave a presentation regarding the U.S.A. Patriot Act and how compliance with the newly enacted federal law will affect the privacy of patrons who use the UCSF libraries. See Appendix 5. Essentially, the Act allows an FBI agent to obtain a search warrant for "any tangible thing", including data tapes and computer hard drives, without demonstrating probable cause. In addition, the gag order component of the Act would prevent a staff member from disclosing the fact that a search warrant was issued and executed. In other words, a staff member could be approached by an FBI agent with a warrant, allow that agent to conduct the search, and would be prohibited from notifying the Librarian about the occurrence of the search or the existence of the warrant.

Currently, UC does not have systemwide guidelines for compliance with the Act. Thus, each campus had to develop its own policies regarding compliance with the Act while attempting to preserve as much privacy as possible for its patrons. K. Reavie is currently working with Legal Affairs to develop a policy for the UCSF Libraries. This policy should be reviewed and implemented in Fall 2003.

Issues for 2003 – 2004 Academic Year

The following are a list of ongoing issues that should be addressed by the 2003-04 Committee:

- Review and implementation of policy on user privacy to comply with the U.S.A. Patriot Act
- Revisit issue of reducing hours of operation in anticipation of future mandatory budget reductions
- Continue ongoing review of available faculty forums for scholarly publishing
- Consider requests from faculty who want to preserve certain journal titles in print form
- Continue to monitor and evaluate use of Library space to reflect Library and campus needs.

Respectfully submitted,

Library Committee

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Appendices To Committee on Library 2002-03 Annual Report

- Appendix 1: Policy on Use of Library Space
- Appendix 2: 01-02 Annual Report on Use of Library Space
- Appendix 3: 01-02 Reports on Use of Space by Non-Library Building Tenants
- Appendix 4: Communication to the Academic Planning and Budget Committee, June 3, 2003
- Appendix 5: CRS Report for Congress: Libraries and the USA Patriot Act