To: Dr. Satish Udpa  
Dean, College of Engineering  

From: Scott Calabrese Barton, Chemical Engineering & Materials Science  
University Committee for the Library  

Date: Wednesday, August 12, 2009  

This is the report of the University Committee for the Library for Academic Year 2008-2009, in accordance with Section 3.2.11 of the Bylaws for Academic Governance of the College of Engineering.  

**Background:** I serve as the Engineering College faculty representative to the University Committee for the Library for a two-year term (2008-2010). The committee serves in an advisory-consultative capacity on all policy matters pertaining to the Library, and as a channel of communication between the Library, faculty, and students. The committee consists of one elected faculty member from each college including non-college faculty (two members must be from Faculty Council), two undergraduate students and two graduate students.¹  

**Issues discussed:** The University Committee met once in the Fall Semester and once in the Spring Semester. Director of Libraries Cliff Haka took minutes at each meeting. Topics of discussion included the library budget, construction and renovation projects, targeted funding requests, safety and security, and recycling policies. Details, adapted from the minutes, are provided below.  

**Meeting of September 25, 2008**  

1. A 7% increase for the materials budget was received in the Library’s 08/09 budget allocation. A smaller increase was received on the operations side of the budget, with the majority of these funds being directed to staff and student raises. Given the budgetary climate within the State and at MSU, the director expressed enthusiasm for these allocations.  

2. Among a list of construction and renovation projects that have been completed or are in progress, most noteworthy were efforts to establish the East Wing of the Main Library facility as a quiet study area.  

3. The Library will pursue funds to increase support for technology upgrades including public and staff computers.  

4. The possibility of surveillance cameras within the Libraries was discussed. The committee was supportive of the stance currently taken by the Director of  

¹ [http://www.msu.edu/unit/acadgov/committees/advisory/ucl.htm](http://www.msu.edu/unit/acadgov/committees/advisory/ucl.htm)
Libraries that do not deter theft. The Director was encouraged to continue and increase efforts to alert users to the risks associated with leaving items unattended.

5. A suggestion was made that the Libraries increase group study capacity. While this has been an ongoing concern, additional efforts will be made to pursue increased availability.

6. Committee members suggested adding recycling containers throughout the Libraries. A "recycling bin next to every waste can" was suggested.

Meeting of April 9, 2009

1. Leslie Behm, MSU Librarian, reviewed the Library Environmental Committee (LEC), which consists of ten members (librarians and support staff). The LEC is currently working with Library facilities and custodial staff to consolidate recycling areas and trash receptacles throughout the Main Library. The LEC also sends monthly "EcoGrams" to library staff, which promote re-use and recycling, local events, changes in campus recycling guidelines, etc.

2. Plans for a 15% budget reduction across the next three years had been submitted. A "larger than normal" carry-forward amount, currently estimated in excess of $400,000, was achieved that will cover shortfalls for one year only. The Libraries are also holding several positions open should salary savings be required once the budget is received.

3. The Governor's office has requested that the University consider assuming responsibility for the state department of History, Arts and Libraries. It does not appear as if a comprehensive plan for complete assumption of these operations will be suggested by MSU, but it is likely that a library proposal will go forward. The Director suggested that the State and Federal Government Documents collections, the special collections and Michigan related resources would be a welcome addition to MSU library holdings, but that no official MSU response had yet been developed.

4. The Google Books project is now involved in a court review of a proposed settlement. The settlement, if endorsed, would result in a product that libraries would purchase to access the bulk of materials digitized by Google in cooperation with their partners, which includes MSU as part of the CIC. No MSU materials have been digitized to date.

5. Members suggested that the Director review and minimize paper notifications, such as for overdue and recalled materials, in favor of e-mail messages.