The Libraries Committee met in the Joyner Library Conference Room at 3:00 p.m. on Wednesday, 20 March 1996. Committee chair J. Bascom presided.

Approval of minutes
The minutes of the 21 February 1996 meeting were approved.

Review of department allocation for monographs
K. Marks distributed Materials Budget Allocations for the fiscal years 1994-95 and 1995-96. The departmental budgets were $30,003 for fiscal year 1994-95 and $25,000 for fiscal year 1995-96. The MAP (materials allocation plan) formula was applied to determine individual departmental allocations. Usually the MAP formula is used in conjunction with adjustments which account for a department's acquisition history. Because of the very limited funds for fiscal 1995-96 the MAP formula was applied with no adjustments. The current (old) MAP formula was developed a number of years ago. It includes parameters for number of undergraduate and graduate credit hours, number of course sections taught, number of majors, number of faculty Full-Time-Equivalents, and cost of books.

Evaluative feedback on the matter of serials acquisitions
The level of activity at Joyner Library for the fall semester of 1996 is expected to double over that of the fall semester of 1995. The total budget for Academic Library Services should be at 2.5 to 3.0 million dollars, but it is currently 1.9 million dollars. Money is collected for fines, lost books, etc., but the total budget gets reduced by the amount collected, about $45,000. All of the money from the copiers goes to Business Affairs.

At the beginning of a fiscal year, funds are set aside for institution-wide parts of the library's collection, such as reference materials, media, documents, etc. The remaining budget is allocated by department or school for serials and monographs. A formula is needed to determine departmental allocations because the funds available are far short of those needed. But, formulas don't remedy the problem of not having enough resources.

A new formula is being developed to determine a department's total allocation including serials and monographs. It is desirable to include in the formula those elements which will reflect the way in which a collection is used and in which it will grow. The new formula will include parameters for faculty FTE, undergraduate credit hours, graduate credit hours, undergraduate degrees, graduate degrees, book cost, serials cost, publication/creativity index, and external grants index. Allocation data using the new formula will be presented at the April meeting.

Report on the recommendation to the Faculty Senate
The Libraries Committee believes that Joyner Library is seriously underfunded and understaffed and will make the following recommendations at the next faculty senate meeting:

1. That the library receive a significant proportion of the university's discretionary funds over the next 5 years.
2. That at least 10 additional graduate assistantships be given to the library in order to help offset the constant shortage of SPA and EPA staff.

3. That either a UNIX systems administrator be hired or that a UNIX maintenance contract be established for Joyner Library as well as the rest of the university.

4. That the library be authorized to make 3 new faculty appointments before the year 2000.

April 17 meeting agenda
At the April 17 meeting the committee will review data generated by the new MAP model.

Submitted by R. Morrison, Secretary