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UNIVERSITY LIBRARY COMMITTEE
MINUTES
6 January 1983

PRESENT:

Gordon Bechanan, Director, Newman Library
Mary Bedford, Human Resources
Hilbert Campbell, Arts & Sciences
Vinod Chachra, Provost Office
Darrel Clowes, Chairman, Education
Marion Ehrich, Veterinary Medicine
Dan Farkas, Guest, Math Department
Shirley Glazener, Newman Library
Michael Furey, Engineering
Charles Haney, Newman Library
Loke Kok, Agriculture
Anton Pierce, Newman Library
Thomas Souter, Newman Library
David Tedrow, Graduate Representative
William Wharton (for Gregory Blouch, Undergraduate Representative)



ABSENT:

Gregory Blouch, Undergraduate Representative
Donna Dunay, Architecture
Jim Martin, Business

1. APPROVAL OF MINUTES

The minutes of the 2 December 1982 meeting were approved.

2. STATUS REPORTS:

A. 1982-84 Budgets -- Gordon Bechanan

Very little information beyond what was stated in the December meeting is available at present. Library staff are working on the 1983-84 request as well as the projections through 1990. It appears that requests for operations will range somewhere between \$800-

900,000. Major needs are for equipment, equipment replacement, and student payroll.

B. 1982-83 Expenditures -- Shirley Glazener:

By the end of December, firm order obligations were on target: 83 percent of Humanities, Science, and Social Science firm order funds had been obligated. Humanities obligations amounted to about 84 percent of their firm order funds; Science, nearly 78 percent; and Social Science over 90 percent.

3. SUB-COMMITTEE REPORTS:

A. Anton Pierce reported on Collection Development. Dr. Pierce and Vicki Kok, Assistant Science and Technology Librarian (Vet Med), met with Marion Ehrich to discuss her college. More copies of the Collection Development Policy Statement are available for distribution to the colleges. Members should contact Charles Haney, Newman Library (-5257) for number of needed copies. Loke Kok gave his copy to his college for review. Dr. Pierce encouraged comments.

B. Dr. Chachra discussed library usage costs. He reviewed data dealing with research libraries that Mr. Bechanan discussed at an earlier meeting and underscored the pattern of increasing journal costs as a percentage of the acquisitions budget with a resultant squeeze on monograph purchases, software development for the automated circulation system, and our ability to build our collection as needed. He emphasised our role as an emerging research library with greater acquisition needs than the more established research libraries.

C. Dr. Pierce gave a status report on library automation (see attachments) and briefly discussed the Notes on VTLS Timetable. He also explained the terms used in his "Draft: Notes on VTLS Timetable" (enclosed).

- VTLS. Virginia Tech Library System. This system was initially known as Circulation and Finding System (CFS). VTLS is an on-line, integrated, library system in use at Virginia Tech and under continued development. This system is being used at nearly 30 other sites in the United States and Australia.
- RECON. Retrospective Conversion; the translation of existing bibliographic records to machine-readable form.
- Literature Searching. This is the ability to do an online search instead of using printed indexes and greatly speeds such searches. The Library has access to more than 100 such databanks.
- UVa-VPI Serials RECON. UVa and VPI received a grant from the State Council of Higher Education to do a conversion project of their currently received serial titles. UVa now has about 2,200 records converted while VPI has converted 1,200 records under the project. This has a twofold importance: 1) shared cataloging, 2) resource sharing. This also demonstrates VTLS's capabilities and value for high speed provision of information about collections away from Blacksburg.
- MARC Holding Format. There now are 7 Machine Readable Cataloging (MARC) formats. MARC is an international communication format used for encoding and communicating cataloging data in machine-readable form.
- Acquisitions System -- plans to cut over to VTLS module in 1984 (funding permitted). Meantime, several improvements on present mainframe based system have been made. These improvements permit more secure operations regarding fund control, etc.

- Statistics. Those that lie outside data collected by VTLS -- e.g. numbers of literature searches conducted or number of people entering building will be controlled by a set of programs being developed by Mr. Curtis Carr, our 1/2 time programmer. We are starting with personnel records and expect that to allow up to 12 currently manually compiled reports to be automated.

- Word processing. The collection development policy statements provide an opportunity to introduce the concept of computer aided editing and document production. Prior to collection development we had four people who knew these techniques. We now have over 12 who use systems more or less regularly.

We will receive a 40% discount from Hewlett/Packard (H/P) through this year because of their growing corporate interest in VTLS.

Dr. Chachra announced that H/P has provided funds to promote VTLS. \$4,000 of this money will be used next month for a seminar type assessment of VTLS. Four distinguished librarians have been invited to attend and all seemed pleased to receive invitations. They are Richard DeGennaro, University of Pennsylvania; William Studer, Ohio State; Pauline Cochrane, Syracuse University; and John Schroder, Director, R & D, RLG, Inc., at Stanford University.

Committee Discussion:

Loke Kok asked the cost of VTLS. Dr. Pierce could not detail specific figures on overall costs to date. Mr. Bechanan said he calculates the cost is less than 5% of the Library's total budget annually, which he considers a very small investment for such major returns. Dr. Chachra said that VTLS cost has several aspects: 1) involvement of user community, 2) staff in systems development, 3) on-going operations, 4) actual programming, 5) external activities with users, and 6) library staff. Income

from the sale of VTLS is viewed as University income. Dr. Chachra anticipates that there will be growing interest in VTLS.

Dr. Chachra pointed out that Virginia Tech makes a professional contribution with VTLS and, in so doing, raises questions of whether VPI should be a vendor and competing with business. These issues are continuously being addressed. Meantime, VPI does benefit in a public relations sense.

- C. Establishment of new sub-committees: 1) finance and priorities and 2) facilities planning. The need for the above was raised by the Chair; it was decided that sub-committees will be formed as ad hoc units as needed.

D. Other

1. Dr. Pierce will be on leave, beginning this January in order to head the developing national information network in Saudi Arabia.
2. L. Kok recommended that ULC recognize Dr. Pierce's accomplishments. The Committee unanimously voted its' recognition of his work.
3. The Chair raised the question of an alerting service on new materials being added to the collections. After brief discussion it was acknowledged that this is a continuous concern of users and that means for providing the service warrants future discussion.

The meeting concluded at 5 p.m.

Next meeting is Thursday, February 3 at 3:30 p.m. in the Library Conference Room.

PROPOSED AGENDA

1. Approval of minutes of the January 6, 1983 meeting.
2. Introduction of Milka Bliznokov, Architecture, who is replacing Donna Dunay (on maternity leave)
3. STATUS REPORTS
 - A. 1983-84 Budgets - Gordon Bechanan
 - B. 1982-83 Expenditures - Shirley Glazener
4. Sub-Committee Reports
 - A. Collection Development - Charles Haney
 - B. Library Development - Michael Furey
5. NEW BUSINESS
 - A. Report of CAS Task Force - Greg Blouch
 - B. Other

Respectfully submitted,


Darrel Clowes, Chair

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