

Senate Library Subcommittee
Wednesday, April 29, 2009
Minutes

Present: Jeff Abbott, Adam Coffman (chair), Linda Hite, Gang Wang, Cheryl Truesdell

Absent: Bruce Abbott, Mary Cooper (submitted comments in writing), Kathleen Murphey, and Hossein Oloomi

Adam Coffman called the meeting to order at 1:31 p.m. The minutes of the last meeting were approved via e-mail before this meeting and are posted on the Library's Senate Library Subcommittee Web site under Minutes and Reports of the Subcommittee.

Adam Coffman announced that the single agenda item for this meeting was to review, discuss, and make recommendations on the Special Needs Fund applications submitted by faculty. A list of all the requests, copies of the request proposals (minus the list of materials requested), and the evaluation of the applications by M. Codispoti, Collection Development Coordinator, had been distributed for review by the committee members before the meeting. C. Truesdell noted that there were 22 requests totaling \$41,515 which is well under the \$45,000 budgeted and consistent with the amounts spent for Special Needs Fund requests in previous years.

The Committee reviewed and discussed only those applications that were questioned by M. Codispoti or one of the committee members. The Committee agreed that it was difficult to judge the validity of the grant application without a list of the items requested. The Committee requested that next year's Special Needs Fund applications be submitted to the library electronically and the entire application be sent to Committee members electronically.

After discussing and reviewing all of the grant requests, the Committee decided to fully-fund all requests with reminders to faculty that the library may not be able to obtain all out-of-print books requested and that used DVDs will not be purchased if a new one is not available.

The Committee agreed to keep the process and amount the same for next year. C. Truesdell commented on the importance faculty place on the availability of Special Needs Fund grants for enhancing the library collection. The Committee asked if the amount budgeted for the Special Needs Fund grant program would be cut due to the reduction of income from the endowment. C. Truesdell reported that at this time journals and databases are being targeted for cuts and not the monograph budget.

C. Truesdell and A. Coffman thanked the Committee for their work. The meeting was adjourned at 2:30 p.m.

Recorded by: C. Truesdell