Library Council Meeting Minutes
January 12, 2023
Held Virtually on Zoom
Start Time: 1:00 pm

Agenda:

1) Welcome (Patrick Charbonneau)
2) University Librarian updates (Joe Salem)
3) Collection update (Elena Feinstein)
4) Professional School Libraries (Library Directors Panel)

Present: Patrick Charbonneau, Laura Williams, Aarthi Vadde, Misha Angrist, Steve Asher, Kyle Bradbury, Kimberly Lamm, Michael Reiter, Gennifer Weisenfeld, Carlton Brown, Emily Daly, Blue Dean, Jameca Dupree, Tim McGeary, Naomi Nelson, Joseph Salem, Dean Smith, Rachel Porter, Dracine Hodges, Jonathan Mattingly, Elena Feinstein, Alex Zhang, Katie Benjamin, Megan von Isenburg

Absent: Shruti Desai, Amy Laura Hall, Bruce Jentleson, Cecilia Marquez, Harris Solomon, Cindy Pan, Karen Xu, Charles Muiruri, Maria Tackett,

1. **Welcome – Patrick Charbonneau**
   Patrick welcomed everyone to the meeting and to the spring semester. The meetings will remain online for February and March. April will be a luncheon outing. Please hold that date and time (April 13, 2023 at 12 noon).

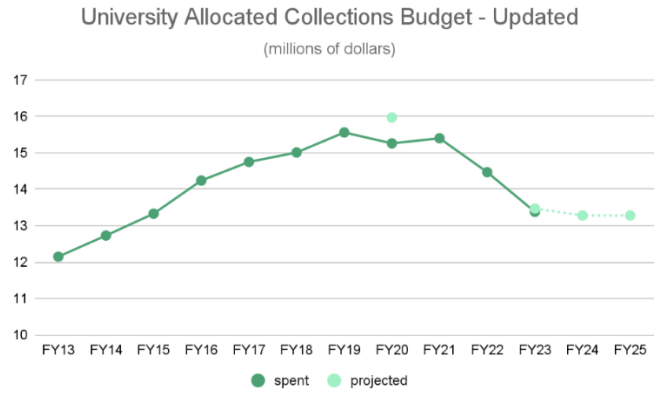
2. **Libraries Update- Joe Salem**
   Joe presented a few quick updates:
   - Joe updated the group on the libraries strategic planning. The April 13th meeting, which will be in-person, will possibly be used as a strategic planning focus group with the Library Council. The executive group is on schedule with the process and have vetted about a dozen different consulting groups. Of that group, the EG members have narrowed down to three possibilities and plans to select the consultant groups following this meeting. The next step in the process will be stakeholder engagement meetings throughout the spring.
   - The library has filled the vacant Copyright Librarian position. Kate Dickson will join DUL on January 30th. The role will be very public facing, engaging with faculty and students. The plan is to invite her to a future Library Council meeting.
   - There was a good overview of the Lilly Project presented in fall to the Library Council. The next step in the process was called value engineering, the last step in the predesign phase and that process should conclude this month. Value engineering is a process where the proposed cost and scope of the project is reviewed by those involved in the planning to determine what things can be removed in order to reach the target cost without impacting the scope of the

project. The next phase is the design stage. Fundraising is still on going. Early 2024 is still the goal for a groundbreaking.

3. **Collections Update - Elena Feinstein**

Elena Feinstein, the Head of Collection Strategy & Development, presented an update on the state of the collections budget, on the broad collection development, and collection review strategies that DUL is employing

- DUL collections are funded by 3 different sources: University Allocated budget (UA), endowment income, and restricted funds (gifts and grants, etc.). The UA budget accounts for the vast majority of the spending (91.9% in FY2022)
- Some recent changes to the budget include the FY2020 spending freeze and the Provost office's planned 5 years of budget reductions of the library budget. It has been recently announced that those cuts will stop early and FY2024 will be a flat budget year



- DUL balanced last year's budget almost entirely by reducing our expenditure on our two largest journal packages, with Elsevier and Wiley. So far, we have heard from faculty members who felt very strongly about two separate cancelled Elsevier titles, which we reinstated in a cost-neutral way by swapping them with other titles that we had initially retained. And, now that we have a complete year of data, we'll be examining interlibrary loan requests and turnaway stats (vendor lingo for hitting a paywall) for these publishers. At an initial glance, it looks like there's no big spike in interlibrary requests from Duke users.
- FY2023 collections budget breakdown:

FY2023 collections budget

Total UA budget: $13,373,777

—

Continuing resources: ~$9 Million
Monographs: ~$2.7 Million
Sets & standing orders: ~$747K
Services and utilities: ~$643K
Other: ~$236K

Savings strategies

—

Shifting to endowments: $666,075+
Approval plan reductions: $258,533+
Database cancellations: $220,000+

- Even flat budgets represent significant reductions in buying power due to inflation. This year's budget is close to the dollar amount we had in FY2015, but prices and demand for new resources have both increased since that time. For monographs, price increases and higher shipping rates simply cause us to acquire fewer books. For subscriptions, we have to identify resources to cancel each year, perhaps to the tune of half a million dollars in FY2024. That's a pretty major reduction for our users, and a lot of work needed from library staff to accomplish effectively.
- Budget Unknowns: It's useful to make those inflation projections, but we don't know the actual amounts until we negotiate our renewals with publishers and other vendors, and sometimes we get hit with truly shocking increases on essential resources for which there are no real alternatives. We also plan our savings strategies far in advance, making various, hopefully reasonable assumptions. The Library also experience unexpected surprises to the collections budget. An example of a collections surprise would be UNC dropping out of a major TRLN deal, causing us to choose between losing access to a massive amount of content for our users or taking on a massive unanticipated new cost to maintain it. This did happen during the UNC budget crisis, notably, though not exclusively, with our Springer Nature journal package. Current events surprises that impact our ability to develop the collection might include global pandemics, wars, economic sanctions, and supply chain disruptions, just to name a few that we are currently navigating.
- There were many moving parts involved in DUL's collection development in FY2023 including three different review groups: Database review group, approval plan review group and endowment review group.

Database review

- Comprehensive review
  - 291 subscriptions up for renewal this year, ~$2.5 million in FY2022
  - Cost per use as a first pass, qualitative evaluation when considering cancellation
- Developing a new method for renewal evaluation
  - Shared evaluation criteria
  - Scorecard to make and document decisions
- Savings goal: $220,000+

Led by Virginia Martin, Bethany Blankemeyer, Hannah Rozear, with broad engagement and collaboration

Approval plan review

- Approval plans are a book(+) acquisition method, accounted for ~$2 million of spending in FY2022
- First round: changes to our large, non-specialized plan
  - Reduced price cap an auto-purchased eBooks
  - Switched some publishers off auto-purchase
- Next: examining specialized approval plans
  - 38 smaller plans for focused collecting areas, many international
  - Working with subject specialists on adjustments for FY24
- Savings goal: $258,533+

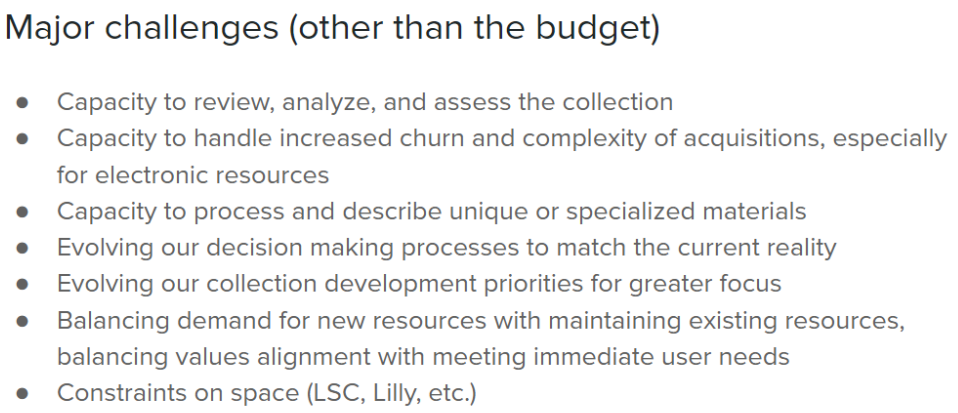
Led by Bill Verner, Sara Biondi, Elena Feinstein, Sarah Holsapple, with broad engagement and collaboration

Endowment review (and triangulation)

- Shifting expenses from UA to endowment budgets wherever possible
  - Examining endowment purposes for flexibility
  - Spending more aggressively on endowments with accumulated balances
- 'Savings' (shifting) goal: $600,000+
- Defining common terms, identifying endowment agreements for possible revision
- Triangulation: a separate process necessarily intertwined with this review

Led by Dave Hansen, Andy Armacost, Elena Feinstein, Naomi Nelson, Ann Wolfe
Jameca Dupree, Dracine Hodges

- Looking towards review and analysis efforts for next fiscal year, DUL will continue to examine the remaining databases and, of course, take a close look at large journal packages that reach the end of their multi-year commitments. We hope to build in some review of individual subscription titles, which tend to fly under the radar because they're not in agreements with huge price tags, but could really use some attention and curation. We'll continue to refine our approval plans. And we are likely to expand our use of something called Evidence Based Acquisitions, in which we make an upfront payment for a large number of eBooks to be made accessible to library patrons for one or more years, after which the library is provided usage statistics to inform our decisions about which titles to select for perpetual access. We have plans to review our collecting of some special formats, like streaming video, where we're seeing growing demand for teaching and research purposes and very high costs. Finally, a focus on gifts-in-kind is timely because of the impact on staff time to process incoming materials, which can be misaligned with the priority we would place on those specific items.
- We're also trying to find ways to direct resources toward new or growing areas. These include support for Duke authors to publish, with our recently announced PLOS partnership as an exciting example. DUL had a goal to spend 1% of our collections budget on supporting the transition to Open Access. We're now achieving that "1% for Open" goal, and it's gratifying when we see, for example, journals we subscribe to ask to convert our previous subscription fee to a sponsorship of their conversion to Open Access. We also have to remain responsive to developments in research and teaching across campus, both in terms of the subjects we collect and in terms of demand for certain formats.



- Finally, of course, our collections strategies will be informed by major developments at the University and at the library level. We're excited to begin the strategic planning process soon, and look forward to clarifying our vision and using that to set collections priorities.

4. **Professional School Libraries Directors Panel**
   - Due to time limitations only two professional school library directors presented during this meeting. The remaining directors will present during the February Meeting.
   - Carlton Brown, Ford Library Director of the Fuqua School of Business shared the following slides with the group:

About Ford Library

The Ford Library at the Fuqua School of Business houses the principal business collection of Duke University. We serve the Fuqua School of Business and Duke University communities — students, faculty, and staff.

Ford Library is an independently administered, but highly collaborative member of the community of libraries at Duke including the Law, Medical, and Divinity Libraries.

The Ford Library contains over 21,000 print volumes and journals, and provides access to over 75 business and financial research databases and data sets. Ford Library users also have access through our site to Duke University Libraries entire collection of print and online resources.

Collections

- Guided by faculty research & teaching, student interests
  - Accounting, decision science, economics, finance, health sector management, management & organization, marketing, operations management, and strategy
- By Fuqua-wide co-curricular interests
  - Career and job hunting, entrepreneurship, classic and popular business titles, current events in business, and strategy gaming
- What formats?
  - Databases, e-journals, e-books, audiobooks, as well as print

Patron Services

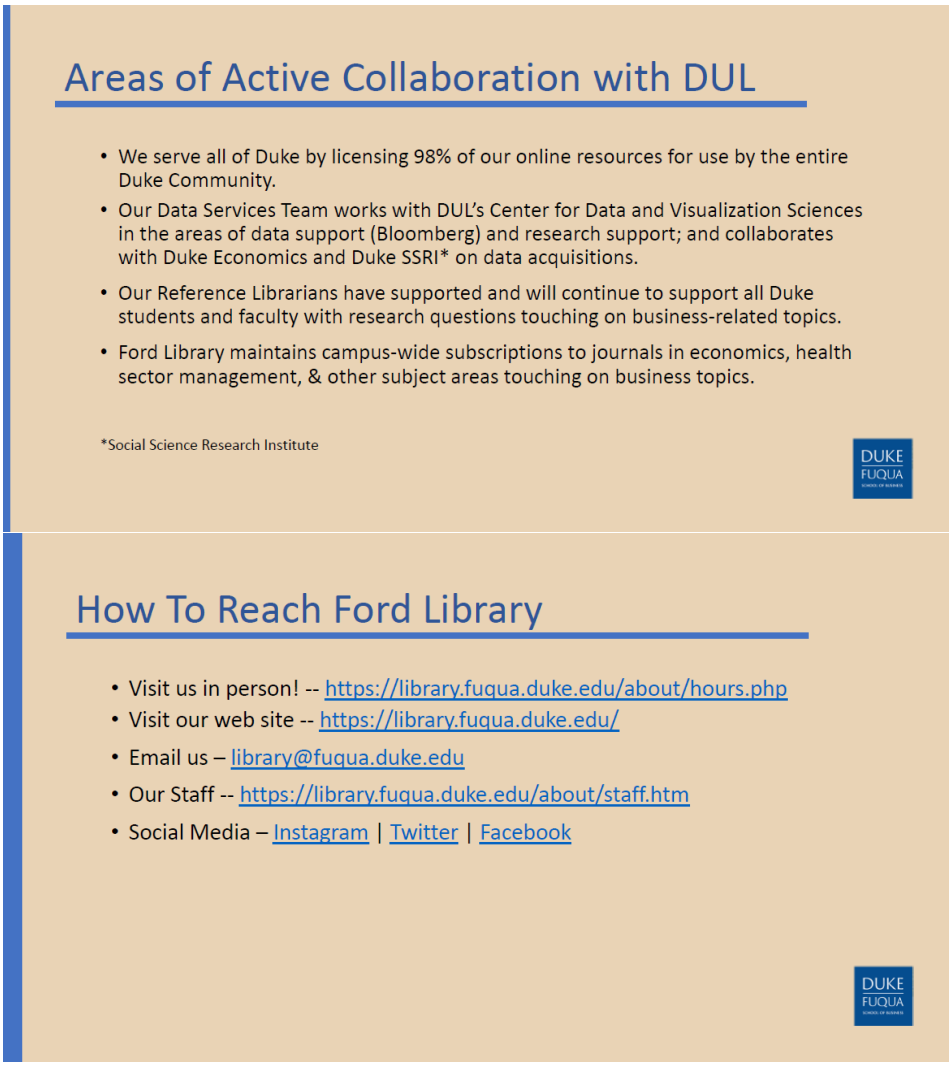
- **Book and journal requests**
  - Faculty, students, & staff may recommend non-Duke items for purchase.
  - Main contact: Library Requests Email, library-requests@fuqua.duke.edu
- **Reference – Research Support**
  - Available for walk-in or scheduled in-person meetings, one-on-one Zoom, email, online chat
  - Main contact: Jane Day jnday@duke.edu cc: reference-librarians@fuqua.duke.edu
- **Data & Database Requests & Support**
  - Main contact: Carlton Brown carlton.brown@duke.edu cc: library-data-requests@fuqua.duke.edu

Library Access

- Ford Library is open for use by **all** Duke Community members!
  Academic Term Hours
  - Monday – Thursday 7:30am – 10pm
  - Friday 7:30am – 8pm
  - Saturday 10am – 8pm
  - Sunday 10am – 10pm
  - **Duke Card required for access after 6pm weekdays, and for all weekend hours.**
  - Main contact – Amy Brennan, amy.brennan@duke.edu cc: ford-library-circulation@fuqua.duke.edu

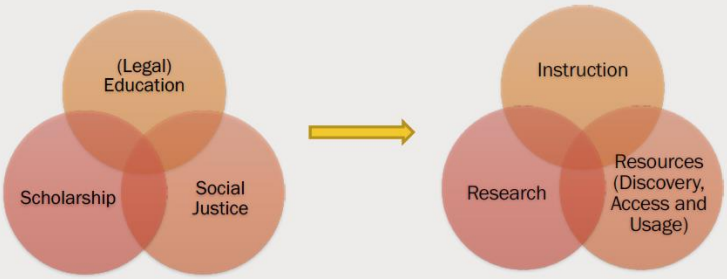
Materials & Resource Access

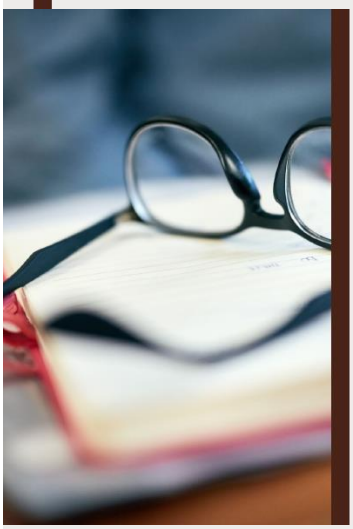
- **All** members of the Duke Community may use **all** of Ford Library's physical & 98% of our online resources- https://library.fuqua.duke.edu/account/circinfo.htm | https://library.fuqua.duke.edu/databases/
- Most materials can be renewed online or in-person - https://library.fuqua.duke.edu/account/renew-request.htm
- Duke faculty may request books and articles for delivery to their "home" library from Ford Library - https://library.duke.edu/using/interlibrary-requests
- Main Contact – Amy Brennan, Collection Services Librarian - ford-library-circulation@fuqua.duke.edu



- Alex Zhang, Archibald C. and Frances Fulk Rufty Research Professor of Law, Associate Dean of Information Services, and Director of the J. Michael Goodson Law Library present on the law library next:

Our Mission





Legal Research Instruction

- Legal Education at the Law School
  - First year legal research and writing
  - LLM legal research and writing
  - Upper-level specialized legal research topics – Advanced Legal Research, Research Methods in Business Law, Research Methods in Administrative Law, Research Methods in International, Foreign, and Comparative Law
  - Invited guest lectures

Research and Scholarship – Faculty Support

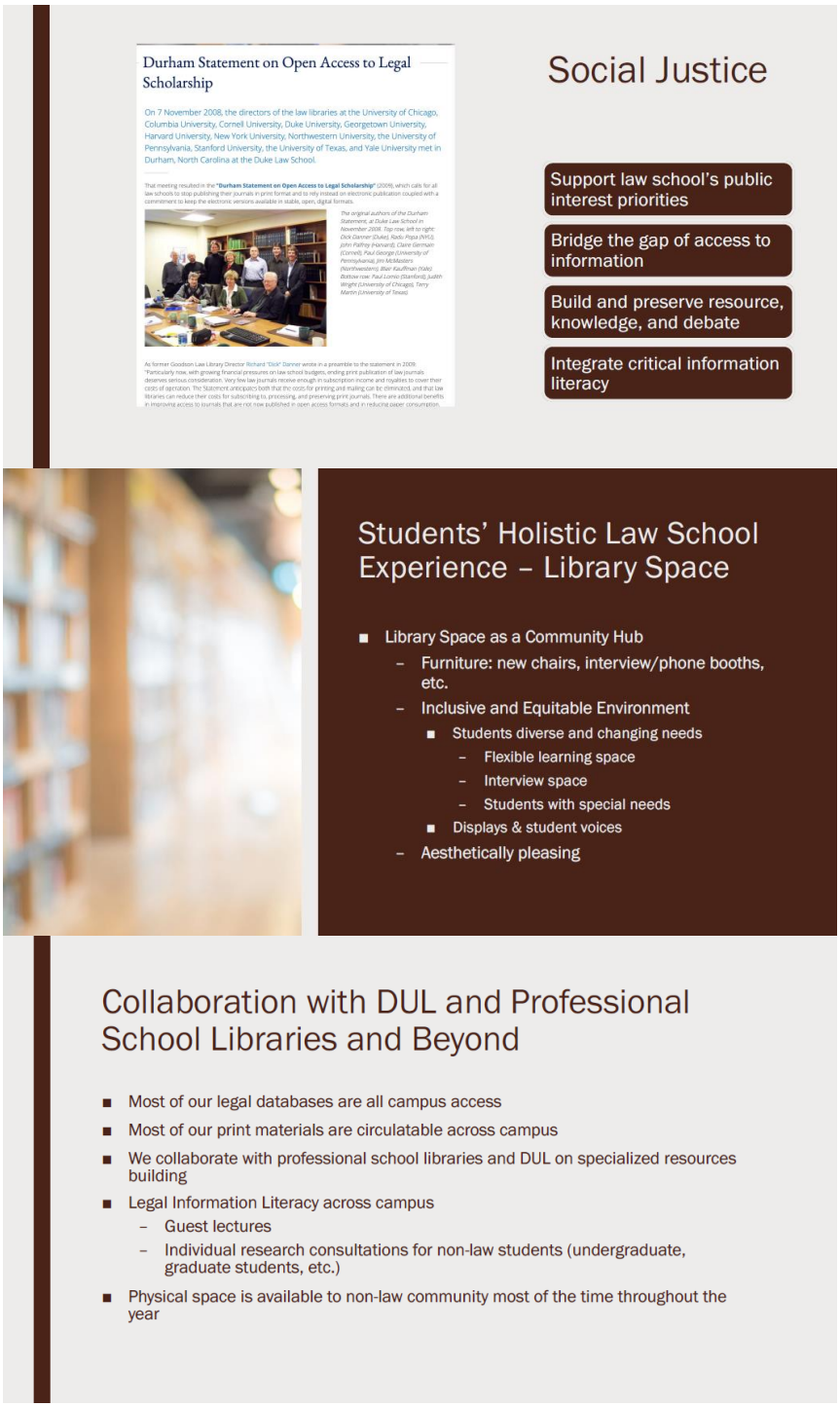
Faculty research liaison program

- Dual degree librarian liaison program
- RA program
- Foreign and international law specialist
- Empirical research support

Legal Data Lab (designed around data life cycle)

Build hybrid library collection

- E-resources v. print
- Datasets and data management
- Work with vendors (raw data, bulk downloads, api, etc.)



- Before closing the meeting, Patrick noted that Alex mention there were needs and challenges for the law library regarding data which seems to be a parallel need at DUL, is there potential collaboration in the future? Alex says there is definitely potential for collaboration as she has just set up a meeting with the Data Visualization Lab. Her understanding is that there is a difference in focus in terms of service but she looks forward to working with DUL colleagues.

Adjourned 2:17 pm
Minutes recorded by Rachel Porter