

UNIVERSITY OF WASHINGTON
Faculty Council on University Libraries
December 13, 2005

The Faculty Council on University Libraries meeting came to order at 10:00 a.m. on Wednesday, **December 13, 2005**, at the Libraries Sandpoint facility. Chair Beth Kerr presided over the meeting.

Synopsis

1. Approval of the minutes of November 16, 2005, schedule announcements.
2. Libraries Budget Update (Charles Chamberlin and Betsy Wilson)
3. Tour of the Libraries Sandpoint Facility (Thom Deardorff, Head, Access Services, University of Washington Libraries)

Approval of minutes

Approval of the notes for the November 16, 2005 will be postponed and Kerr asked that the members of the committee review the notes once distributed so they can be approved at the FCUL meeting in January.

Times have been determined for the winter quarter meetings, which are February 1, 1-2:30 p.m. and March 2, 10:30-Noon; both meetings will be in the Petersen Room of the Allen Library. Kerr mentioned she would like to try to have only two meetings in winter quarter. If more meetings are needed, they will be scheduled in the Spring.

Libraries Budget Update (Charles Chamberlin)

Chamberlin noted that his purpose for attending the meeting was to respond to Council interest in learning more about the Libraries budget and to share the framework for the budget, which is a little different from other budgets as it has a line item called Materials.

Wilson suggested in a future meeting, the group discusses pressure points in the budget as the Libraries begin building budget requests for the next biennium.

Chamberlin reviewed the permanent funding (state funding) for this current fiscal year, which is broken out by various major categories (Materials, Personnel, Operations).

There are two pots of money the University delegates this money to – general operating funds (state funds) – and designated operating funds – which is referred to as local funds allocations (tuition, indirect costs, interest, anything they raise). The Libraries budget is split between state funded and locally controlled dollars. Benefits are also included because Libraries track benefits for their own purposes; in case the Libraries budget is cut, it's important to track those changes/adjustments. The benefits are funded in the UW budget. Chamberlin mentioned that this document does not include Bothell or Tacoma campus, or the Law Library, which is administered through the law school. It does, however, cover the Health Sciences Library.

Chamberlin went on to explain the balance of budget spread sheet and how the Libraries dollars are distributed, which includes expenditures, the resources budget, personnel costs, operations, and active revenue budgets (billing fees, lost books, room rentals, etc.) The Libraries also receive some revenue from the Suzzallo Espresso café.

It was asked how the UW Libraries' budget compares with peer institutions. Chamberlin noted that in 2003/2004 the UW is ranked 13th, according to the expenditures, but these figures fluctuate with the

libraries spending – because of the biennium. Chamberlin explained the Libraries spend more money in the second year of the biennium instead of the first which tend to skew the numbers on the Association of Research Libraries' (ARL) report. These budget numbers reflect the first year of the biennium and the Law Library. ARL asks that the UW Libraries to report the Law Library with their information.

A committee member asked a question on what do our state legislators do for us locally versus in other states. Is there a way to get this information? Wilson thought we could query our peers to get this information, although a lot of states handle their tuition differently so that comparisons are difficult. Chamberlin mentioned there are many ways to look at these numbers, particularly the private schools who rely on gifts and endowments, but he would see if a breakout by state funds is possible.

Wilson reviewed public grants and noted that last year the Libraries received about \$892,000, which was primarily federal funds. A good portion is the Regional Medical Library (RML) contract and the Institute of Museum and Library Services (IMLS) federal grants; and there are a variety of smaller grants including state grants. The last two years which are typical, showed public grants range from \$750,000 to \$900,000. The Libraries has tried to increase this number with a designated grants officer.

Wilson also reviewed the private support/fund raising and noted the UW Capital campaign that is going on now. The Libraries goal is \$9 million and Wilson noted the Libraries are on track raising \$6 million already. Last year, the Libraries raised \$1.3 million of which 64% is endowment funding (can't spend right now) but we will be able to use the earnings which run 4.5-5%. Some is current use money (can use right now).

The Libraries has one of the highest number of endowments on campus (46 endowments). Wilson said \$25,000 allows people to start a collection endowment which is why they are higher. She said the Libraries can buy a lot of materials with the income. Market value of the Libraries endowments is \$25.7M as of July 1. Of these total endowments - \$20.3 million represents the Kenneth S. Allen Endowment. Wilson noted that this discretionary endowment has been a godsend for the University Libraries, helping with flexibility and margin of excellence. Return on endowment - \$1.2M each year from endowments for enhanced services. More discussion on endowments ensued.

Wilson noted she has increased the number of staff dedicated to fundraising and that many staff have initiated endowments themselves and also taken advantage of UW's match that is available

Chamberlin mentioned another handout that shows pressure points and spending trends for the ARL Libraries with Serials expenditures up +273%. Online resources have inflated as well. Wilson mentioned the UW Libraries have a large collection of serials, and as there is more expansion and focus in the biosciences, more serials will be created and be required.

Kerr mentioned the FCUL should follow through with some of the aspects of the Libraries budget in future meetings in next quarter.

Tour of the Libraries Sandpoint Facility (Thom Deardorff, Head, Access Services, UW Libraries)

Wilson introduced Thom Deardorff (Head of Access Services) who gave background on the Sandpoint Facility. Deardorff has been involved with this facility since the beginning. Deardorff welcomed members to the facility and gave a handout showing the different areas of the facility.

The libraries have had longstanding need for additional shelving. When Suzzallo renovation started, the University agreed to temporarily give the Libraries the current space at Sandpoint. Deardorff reviewed when each space was acquired and the purpose. In 2003, a feasibility study was done to determine the Libraries space needs until 2015 and the best location for volumes that could not be housed on central

campus. The study looked at different types of shelving configurations. Deardorff reviewed the various models of shelving. A pre-design study was then completed at the request of the UW. Deardorff thinks the space and shelving will be available summer 2007 and at that point the Libraries will begin to move in collections. Low use materials are sent out here. Approximately 600,000 volumes are at the facility now with 54,000 theses and dissertations. Much of the material at Sand Point is older, low-use runs of serials, more recently monographs have been sent. All materials can be requested through the Libraries Web pages. Deardorff mentioned the Libraries currently retrieve materials twice a day with an average of 900 volumes being retrieved per month. As part of the selection of material for Sand Point, library staff are reviewing Dewey-classified material in the Suzzallo Main and Periodical collections and are reclassifying used material in the Library of Congress classification system. Volumes remaining in Dewey will be sent to Sand Point.

Meeting was adjourned at 11:30 a.m. Minutes by Linda Ambre.

Future agenda items:

Biosciences

Scholarly communications and institutional depository

New programs i.e. nanotechnology, archive databases

Next meeting

The next FCUL meeting will take place February 1, 10-11:30. in the Petersen Room, Allen Library.

PRESENT: *Professors* Beth Kerr (chair), Charles Wilkinson, Gregory Korshin, George Martin
Ex officio members, Betsy Wilson, Larry Bliquez

Representatives: Laurel Sercombe, Jessica Albano

ABSENT: *Professors:* Robert Goodkin, Stuart Sutton; Anneclaire DeRoos, Aurel Bulgac, Ann Sales
Representatives: Jonathan Evans, Theresa Baker

Guests: Charles Chamberlin, Thom Deardorff

Handouts:

- UW Library Shelving/Bldg 5 Day D/Floor 3 Sand Point
- Association of Research Libraries, October 2005 Statistics & Measurement (*Expenditure Trends in ARL University Libraries, 1986-2004*)
- Libraries Budget xls., 2004-2005 12/12/05