Library Committee
Report to Senate - 2011

Submitted by
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This report outlines some of the major issues discussed and activities undertaken by the library committee during Fall 2010 and Spring 2011. The committee meets once a semester. During fiscal year 2010, the budget situation for the library improved. This year, no different from last year, the main issue is the continuing exodus of key personnel in the library.

Last year, the library committee suggested that Dean Treadwell institute the publication of an Annual report for the Brookens library that could be used as a communication tool to report on the state of the library on an annual basis to its stakeholders. The Annual report provides a brief snapshot of the budget situation, accomplishments of the library during the academic year as well as report the important news. In addition, the Annual report could be an important tool to seek support from the community. We commend Dean Treadwell for successfully publishing an annual report. The annual report is attached.

Budget situation
2010 expenditure levels have risen to $2.54 million (a 4.9% increase from 2009). However, it is important to note that despite the close to 5% increase in overall budget there was a decrease of 7.1% in salaries and wages, suggesting a departure of several employees. This year’s picture is much better than fiscal year 2009, when there was a reduction of 3.3% from previous year in the overall expenditures.
(Please refer to Table 1 on page 3)

Two year comparison (2008-2010)
A more appropriate analysis will call for the two year comparison from 2008. As compared to 2008 expenditures, the overall expenditures of the library grew by 1.4%. A
breakdown of this 1.4% includes a decline of wages by 3.4% and an increase in materials expenditures by 4.7% as well as growth in other expenditures of 4.7%.

**Five year comparison (2006-2010)**
The library expenditures grew by 9.2% ($2.33 million to $2.54 million). A breakdown of this growth pictures reveals a decline in salaries and wages of 2.3% ($1.16 million to $1.14 million) and an increase in materials of 8.1% and a 109.6% ($145,371 to $304,644) of other expenditures.

This interesting pattern of growth clearly suggests that the library is able to acquire more materials and incur other expenditures (furniture etc.) despite the decline in salaries and wages. While it is easy to conclude that the library has become more efficient in the last five years, this conclusion should be made with caution as it is to be seen whether the library can serve its stakeholders with temporary and visiting library staff.

The Brookens library was successful in increasing its reach to its stakeholders by adding a large number of electronic materials. The number of e-books and e-journals saw a growth of approximately 300%. While this is a laudable increase, an analysis of budget allocation for different types of acquisitions relevant to different stakeholders would benefit future purchasing decisions.

**Employee turnover**
Since 2008 there have been around 20 resignations and 2 layoffs at Brookens library. These include all classifications – civil service, Academic Professional and faculty. Of those 20, 7 were faculty (5 tenure track, 1 clinical and 1 visiting), 5 were AP and the remainder Civil Service, Academic Hourlies, and extra help. Currently the library has six faculty lines. The tenure track faculty positions were filled by visiting faculty. Due to the turnover, the dean is currently the direct administrative in charge of three units in the library: Access services (for more than 2 years), Library instructional services (for more than 1 year) and Collection development services. This may place undue burden on the dean’s ability to be more effective in addition to possible conflicts of interests and time that may arise in library governance matters.

During this year, yet another tenure track faculty and another visiting library faculty resigned. Currently there is only one tenure track faculty in the library. It is quite natural to raise a question as to whether the library should retain its status as a college unit (as specified in UI statutes) without sufficient tenure track faculty.

The dean of the library believes that Brookens library can meet the needs of its patrons with visiting library faculty and the current levels of staff. It is not clear whether the tenure track lines will be filled in the future. It was pointed out by the dean that the exit of library faculty and staff did not affect the outcomes desired by the library. By and large library patrons are largely satisfied by the library services as ascertained by
anecdotal evidence (see annual report). It would be beneficial to develop metrics of the desired outcomes to design appropriate evaluation methods rather than rely on anecdotal evidence, such as “Snapshot day comments”.

Last year, the library committee advised the dean to pay attention to the morale of the library staff due to the large turnover in the library faculty/staff. The library committee remains concerned about high employee turnover in the library as this may have long term impact on the effectiveness of the library, especially due to the burden of additional responsibilities undertaken by incumbent staff as well as the additional resources (in terms of time) required to train new staff.

Table 1: FY06-FY10 – Library expenditures

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<tbody>
<tr>
<td>Total expenditure</td>
<td>2327596</td>
<td>2455676</td>
<td>2507791</td>
<td>2424223</td>
<td>2542084</td>
<td>1.4%</td>
<td>9.2%</td>
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<tr>
<td>Salaries and wages</td>
<td>1169930</td>
<td>1200360</td>
<td>1183449</td>
<td>1230150</td>
<td>1142702</td>
<td>-3.4%</td>
<td>-2.3%</td>
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<tr>
<td>Total materials</td>
<td>1012295</td>
<td>1034700</td>
<td>1045646</td>
<td>1009454</td>
<td>1094737</td>
<td>8.4%</td>
<td>8.1%</td>
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<tr>
<td>Other expenditures</td>
<td>145371</td>
<td>220616</td>
<td>278696</td>
<td>184618</td>
<td>304644</td>
<td>51.8%</td>
<td>109.6%</td>
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<table>
<thead>
<tr>
<th>Year to year growth</th>
<th>2008-2010</th>
<th>2006-2010</th>
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<tbody>
<tr>
<td>Growth-total</td>
<td>5.5%</td>
<td>-3.3%</td>
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<tr>
<td>Growth-wages</td>
<td>2.6%</td>
<td>3.9%</td>
</tr>
<tr>
<td>Growth - materials</td>
<td>2.2%</td>
<td>-3.5%</td>
</tr>
<tr>
<td>Growth - other exp</td>
<td>51.8%</td>
<td>-33.8%</td>
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