

Report to the Stockton Faculty Senate
regarding the FY 2018-2019 activities of the Library Committee

1. 2018 – 2019 membership of the Faculty Senate Committee on the Library

Faculty Members

David Lechner	Chair (2018-2020)
Elma Kaiser	Vice Chair (2018–2019)
Jongbok Yi	ARHU (2017–2019)
Naz Onel	BUSN (2017–2019)
Amy Ackerman	EDUC (2017–2019)
Nancy Reddy	GENS (2017–2019)
Kelly Dougherty	HLTH (2017–2019)
Heather Perez	Library (2018-2019)
Erin Podlesny	NAMS (2017–2019)
Arleen Gonzalez	SOBL (2017–2019)
Eric Jeitner	SFT union representative

Joseph Toth	Director of Library Services
Mark Jackson	Director of Production Services
To be selected	Director of Center for Learning Design

Library Committee Attendees

Bill Bearden	Assoc. Director Library Technical Services
Gus Stamatopoulos	Assoc. Director for Public Services (moving to Technical Services)

Ex Officio Members

2. The Library Committee met four times in AY 2018-2019

- October 18, 2018
- January 24, 2019
- March 21, 2019 and
- April 18, 2019

3. The committee did not have a particularly active year. This can probably be attributed to three factors:

- A. The library’s liaison program provides a parallel structure to that of the FS committee in conveying requests for services – possibly more granularly than the FS committee – as the liaisons are assigned primarily to individual programs rather than schools at Stockton.
- B. The Faculty Senate assigned no specific new tasks to the committee.
- C. The Bjork Library’s financial circumstances limited potential requests for additional library services as the committee reported last year in the previous annual report.

4. The October meeting (and, indeed, all 4 meetings) was primarily informational with the library director and others briefing the committee regarding ongoing developments at the library:

- A. The library budget “rolled over from last year with no increase” (Joseph Toth, Library Director)
- B. William Bearden announced his retirement, effective the end of the calendar year, and Joe Toth indicated that there would be a restructuring with the vacated administrative position being morphed into a faculty librarian line for a Web Services/Discovery Librarian.

- C. There was discussion of a survey the library was conducting regarding textbook use as part of an inquiry into the viability of promoting OER (open education resource) materials in the courses offered by Stockton faculty.
 - D. The library has begun offering reference service four days a week on a trial basis at the Atlantic City campus.
5. **The committee meeting scheduled for November 15, 2018 was cancelled for lack of any pressing business.**
6. **The committee meeting on January 24, 2019 consisted exclusively of informational updates by the Library Director.**
- a. Further information regarding the OER project: an upcoming survey of faculty regarding current use of OER materials;
 - b. Update on the providing of reference services at the Atlantic City campus (a TES staffing the AC reference desk);
 - c. Alma / Primo (status, fulfillment network) (this is the new system software for both the library catalog and discover layer as well as providing a basis for resource sharing among the five participating institutions.
 - d. Reorganization: Associate Director Gus Stamatopoulos shifts from supervising public services to technical services; public service librarians become direct reports to the Library Director;
 - e. Update on the LoBiondo materials and special collections
 - f. Brief update/discussion regarding streaming videos and the *Films on Demand* resource.
7. **The committee meeting on March 21, 2019 consisted of primarily of further updates to the points initially discussed at the January meeting.**
- A. Eric Jeitner provided information regarding the textbook survey and the link to OER's (Open Educational Resources). A spirited discussion ensued of various perspectives/angles regarding the potential use of such materials.
 - B. Elma Kaiser, the committee vice chair raised the question of whether the Library Committee might include some sort of request/suggestion/proposal to the Faculty Senate when the Committee presents its annual report during the Faculty Senate retreat in May. After a brief discussion, Elma's idea was noted for discussion at the next Library Committee meeting in April with the possibility of online/email discussion in the interim.
6. **The final meeting of the year on April 18th also was largely given over to further information updates regarding the points described above.** While the committee achieved a quorum, there was no unified perspective as far as a proposal to the Faculty Senate of the sort alluded to in Point 7.b. above. There was talk of a continuing discussion of this via email; however, that conversation has not materialized.

Thank you.

David Lechner,
Chair
on behalf of the Faculty Senate Committee on the Library

Meeting agendas and approved minutes (April 2019 minutes not yet received / approved) are attached.

**Committee on the Library
Agenda for Meeting of October 18, 2018
(4:30 pm, Room E-116 in the library)**

- 1. Approval of the minutes of the meeting of March 22, 2018 (submitted by Gus Stamatopoulos)**
- 2. The committee report to the Faculty Senate retreat of May 21, 2018**
- 3. Library Director updates (Joe Toth)**
 - a. Personnel: We've decided to convert an associate director position to a tenure-track librarian line. Our two priorities for new positions are discovery/web services and information literacy. This conversion will necessitate that we reorganize the library structure a bit. Our investigation caused us to look at the feasibility of redefining existing librarian duties and the implications of having some librarians report to an AD and others to the director.**
 - b. Open Educational Resources (OER): We met throughout the summer to discuss a plan of action that might culminate in a Spring initiative that requires faculty involvement. We invited Megan Dempsey of Raritan CC to campus to speak with us on how best to organize and roll out initiatives. We also have created and administered two surveys on textbook use. Analysis is pending.**
 - c. New Online Library System: We received approval to purchase Ex Libris' Alma/Primo software. This web-based system offers more functionality, saves us money, and permits us to collaborate with 4 NJ universities on resource sharing and other library functions. Natalie Wadley and Gus Stamatopoulos are heading the implementation team. Our go-live date is July 1, 2019.**
 - d. Atlantic City: We're staffing a makeshift reference desk in AC to get a sense of what library services might be needed there. We're in the academic building, first on the 3rd floor but now on the 2nd. We may explore moving to the dorm.**
 - e. Budget: You recall the presentation the library made to this body, the Faculty Senate, and Dean's Council on the state of the library budget over ten years. This report did not result in the library receiving additional funding. We have heard about the proposed increase in enrollment and the possible Carnegie reclassification. Since both may impact library spending, we are investigating how they affect costs.**
 - f. Statewide: LibraryLinkNJ, a cooperative of NJ libraries, manages statewide delivery of inter-library loan materials (on which Stockton depends). To**

date, LLNJ is in financial straits and may fold. In the event it does, the State Library will step in temporarily to manage ILL while a long-term solution is planned.

4. Other updates from library administration

5. Other new business

Library Committee Membership for AY 2018-19

David Lechner Chair (2016-2018)

Elma Kaiser Vice Chair

Jongbok Yi ARHU

Naz Onel BUSN

Amy Ackerman EDUC

Nancy Reddy, GENS

Kelly Dougherty HLTH

Heather Perez Library

Erin Podlesny NAMS

Eric Jeitner SFT

Arleen Gonzalez SOBL

Ex Officio Members

Joe Toth Director of Library Services

(to be appointed by FS Steering Committee) Director of
Center for Learning Design

Library Committee attendees

Gus Stamatopoulos Associate Director for Public Services

**Library Committee Meeting
Minutes
October 18, 2018**

In attendance: Amy Ackerman, Arleen Gonzalez, Eric Jeitner, Elma Kaiser, David Lechner, Heather Perez, Erin Podlesny, Nancy Reddy, Gus Stamatopoulos, Joe Toth

- David Lechner called the meeting to order at 4:32 pm.
- Past minutes from March 22, 2018 were approved with no corrections or objections by a unanimous vote.
- New members were introduced to the group. David Lechner announced once the new Director of Center of Design Learning is in place they would be part of the committee.
- David Lechner reported that he presented Library Committee report at the faculty retreat on May 21, 2018. Key item of the report was the funding issue with the library budget.
- Citation Management Software that would be supported by the University was a point from last year. David brought that issue to the IT committee for consideration.

Budget

- Joe Toth reported that the library budget rolled over from last year with no increase.
- Gus Stamatopoulos mentioned that databases face a regular 5-7% increase annual. We have been able to maintain but at a point of making tough decisions.
- Amy Ackerman asked if Middle States might help with this issue.
- Discussion on other factors effect library resources pricing. Databases cost are calculate by using FTE or Carnegie Classification.
- New library integrated platform (ALMA) is in full implementation in unison with 4 other New Jersey institutions possible new resource sharing collaboration.

Personnel

- Library will reduce from 3 library admin positions to 2 positions. Use the reduced admin position to create new faculty librarian line –Web Services/Discovery Librarian. New position will help to back-up library system coordinator.
- Question was asked at library liaison meeting about reporting structure in faculty promotion/tenure process.

OER

- Library developed a survey for faculty and students to gather data on textbook use.
- Library offered information session last summer to faculty on using OERs.

Atlantic City

- Library providing reference service at Atlantic City Campus 4 days a week.
- Hours are being adjusted to meet the needs of that site.

Other

- Joe Toth announced that LibraryLinkNJ which provides ILL delivery service will be no more. State library to take over the ILL delivery service for last six months.

Next Meeting: November 15, 2018

With no further business, the meeting adjourned at 5:19 pm.

**Committee on the Library
Agenda for Meeting of January 24, 2019
(4:30 pm, Room E-116 in the library)**

- 1. Approval of the minutes of the meeting of October 18, 2018 (submitted by Gus Stamatopoulos)**

- 2. Library Director updates (Joe Toth)**
 - a. Open Educational Resources (surveys; VALE / OTN; summer institute; student worker)
 - b. Alma / Primo (status; fulfillment network)
 - c. Atlantic City Library Services
 - d. Personnel (Re-Org; Discovery / Web Services)
 - e. LoBiondo Materials and Special Collections
 - f. Films and Purchase/Streaming Requests

- 3. Other updates from library administration**

- 4. Other new business**

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(to be appointed by FS Steering Committee) Director of
Center for Learning Design

Library Committee attendees

Gus Stamatopoulos Associate Director for Public Services

**Library Committee Meeting
Minutes
January 24, 2019**

In attendance: Kelly Dougherty, Aileen Gonzalez, Eric Jeitner, David Lechner, Naz Onel, Heather Perez, Erin Podlesny, Gus Stamatopoulos, Joe Toth, Jongbok Yi

Past minutes

David Lechner called the meeting to order at 4:32 pm. With no corrections or objections, the October 18, 2018 meeting minutes were approved by a unanimous vote.

Library Director Updates (Joe Toth)

- a. Open Educational Resources (OER)
 - Library is the process of distributing a survey to Faculty to gather data on current use and awareness of OERs.
 - Identify Faculty work in cohort
 - VALE joined the Open Textbook Network.
 - Cara Hood suggested a summer institute.

- b. Atlantic City Library Services
 - Reference service is the only service available at the Atlantic City Gateway Campus.
 - After reviewing the information from Fall 2018 the service model was adjusted for Spring 2019.
 - A TES will be at the Reference Service Desk in Atlantic City during the evening.
 - The library will produce a report using the data gathered this academic year.

- c. Alma / Primo (status, fulfillment network)
 - The implementation is proceeding as planned thanks to the coordinating efforts of Natalie Wadley.
 - The five schools are discussing the agreements to provide resource sharing among the five school.

- d. Personnel (Re-Org; Discovery/Web-Services)
 - With the retirement of Bill Bearden the library did a reorganization.
 - Will not hire a replacement for Bill Bearden position.
 - Moved the current Associate Director for Public Services (Gus Stamatopoulos) to Bill's vacant position with Electronic Resources moving into the Technical Service area.
 - Reduces the number of administrators from three to two.
 - Converted the vacant administrator line to a new faculty (Discovery/ Web-Services Librarian). Will be filled in the coming Spring 2019 semester.

- e. LoBiondo Materials and Special Collections
 - Good public relation.
 - Possible future exhibit once materials are reviewed.
 - Six boxes of print and other items including LoBiondo desk.
 - Heather Perez worked with Claire Abernathy in Political Science.
 - Heather is reaching out for possible class use of the materials.

f. Films and Purchase/Streaming Requests

- Films streaming requests has been very high this semester
- When possible the library will purchase DVD for streaming requests depending on the costs.
- Reminder - Films on Demand is a great resource that is available to all of Stockton.

The next meeting date will be announced by the committee Chair.

With no further business, the meeting adjourned at 5:17 pm.

Committee on the Library
Agenda for Meeting of March 21, 2019
(4:30 pm, Room E-116 in the library)

1. Approval of the minutes of the meeting of January 24, 2018 (submitted by Gus Stamatopoulos)

2. Library Director updates (Joe Toth)

- Alma Online Library System: We're in the throes of migration, loading batches of various records into test servers to see how data renders; watching webinars so we earn Alma certification; and preparing for our 3 group training dates in April.
- Open Education Resources project: Faculty and student surveys administered; results will be shared soon to Provost Council and to Student Senate. We sent Christy Goodnight, Pat Fazio and Eric Jeitner to the VALE "train the trainer" seminar held at Middlesex CC.
- Discovery / Web Services Librarian: Phones interviews of five candidates were conducted; two have been invited to campus.
- Atlantic City: We are using a TES for Spring term, two nights mid-week to gauge interest.
- LoBiondo Materials: Senator LoBiondo's materials have been received; Special Collections is conducting an inventory and creating finding aids. His desk will be delivered during Spring break.
- Space: We are researching the Faculty Commons proposal (await diagram); drawing up renovation plans for the Learning Commons and ground floor; and plan to meet with Tom Kinsella about Special Collections Reading Room.
- Information Literacy /Spotlight Series: We've been following up on the 1/28 InfoLit meeting in which we identified two teaching tiers (general orientation and research methods) by sharing research methods pedagogies; we initiated a Spotlight Series of walk-in sessions on citation styles and other topics.
- Student Senate: We're investigating the hiring of a student worker we'd train to be our liaison to the Student Senate. This liaison, preferably someone interested in librarianship, would attend some of our liaison meetings and also would be briefed by us on matters of import s/he would take to the senate—and vice versa.

- Information Technology: Scott Huston mentioned that he'd like to add PCs in the library, as their stats indicate that PCs in the library are the most heavily used on campus; we are determining locations.
- Streaming video issues.

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Library Committee attendees

Gus Stamatopoulos Associate Director for Public Services

**Library Committee Meeting
Minutes
March 21, 2019**

In attendance: Amy Ackerman, Eric Jeitner, David Lechner, Elma Kaiser, Heather Perez, Nancy Reddy, Joe Toth, Jongbok Yi

Past minutes

David Lechner called the meeting to order at 4:35 pm. With no corrections or objections, the January 24, 2019 meeting minutes were approved by a unanimous vote.

The bulk of the meeting consisted of several updates by the library director on a variety of points:

Library Director Updates (Joe Toth)

- a. Open Educational Resources (OER) [Joe, in part, deferred this point to Eric Jeitner's report (mentioned below).
 - Library is the process of distributing a survey to Faculty to gather data on current use and awareness of OERs.
 - Identify Faculty work in cohort
 - VALE joined the Open Textbook Network.
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Eric Jeitner provided information regarding the textbook survey and the link to OER's (Open Educational Resources)

A spirited discussion ensued of various perspectives/angles regarding the potential use of such materials.

Elma Kaiser raised the question of whether the Library Committee might include some sort of request/suggestion/proposal to the Faculty Senate when the Committee presents its annual report during the Faculty Senate retreat in May.

After a brief discussion, Elma's idea was noted for discussion at the next Library Committee meeting in April with the possibility of online/email discussion in the interim.

The next meeting date will be announced by the committee Chair: target date would be April 18, 2019.

With no further business, the meeting adjourned at 5:40 pm.

**Committee on the Library
Agenda for Meeting of April 18, 2019
(4:30 pm, Room E-116 in the library)**

- 1. Approval of the minutes of the meeting of March 21, 2019 (submitted by David Lechner)**
- 2. Library Director updates (Joe Toth)**
- 3. Updates regarding the textbook survey (Eric Jeitner)**
- 4. Other updates from library administration**
- 5. Discussion of what the Library Committee might wish to convey to the Faculty Senate during the FS retreat in May.**
- 6. Other new business**

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