



COUNCIL ON THE LIBRARIES

Tuesday, 17 January 2023
12noon – 1:00pm

Minutes

Present: Castelot, Chor, Davis, Donovan, Gleiser, Goodman, Hovis, Mehrer, Millman, Olivetti, Parker (Chair), Skinner, Sunde, Tell, Webster

Apologies: Cantor, Singh, Vereshchuk

Library Leadership Team: Chamberlain, Reynolds, Taxman

Guest: David Kotz, Provost

1. Welcome

The Chair and Dean welcomed everyone and introduced the Provost.

2. Minutes of Meeting held on 8 November 2022

The Minutes of the November 8, 2022 meeting were approved as written.

3. Matters arising from the previous meeting

i. Council OER Subgroup

At the November 8, 2022 meeting, the Council agreed to form a subgroup to gather information and make recommendations around the use of Open Educational Resources and textbook affordability. Daniel Chamberlain, Associate Dean of Libraries for Research and Digital Strategies, issued a call for volunteers via email, and Council members Castelot, Donovan, Goodman, Hovis, and Millman have volunteered for the subgroup. The subgroup has four meetings scheduled over the next several months, and will be working with Library staff members in the Scholarly Communication department.

ii. Library Strategic Planning

The Dean reported that the Library has concluded the first phase of its strategic planning project. Most of the Council members were able to attend co-design workshops that shaped the Library's new purpose and vision statements, which will be rolled out in the coming weeks. This will be an agenda item for the next Council meeting.

4. FY24 Library Budget Requests & Reallocations

The Dean provided a summary of the Library's FY24 budget requests, as well as the required 1.5% reallocation. The Library has requested new funds for inflation increases in the Collections budget; compensation adjustments made to address compensation compression (for which the Library has also identified internal sources of funding); and two new positions: a full-time Assistant Archivist in Records Management, and a portion (30% Library, 70% Hood Museum) of

a technical developer position to continue cultural heritage work started under the Mellon grant. Budget decisions have not been finalized and the Library does not yet know the outcome of these requests.

For the required 1.5% reallocation, the Library looked at collections changes, operational changes, and open positions. Collections funding was reallocated for e-books, for which there is increased demand. Operational changes – including moving support for Biological Sciences from the biomedical libraries to the A&S STEM team – allowed for the reallocation of funds toward compensation adjustments. Additionally, funding for two open positions was reallocated for two new positions: a digital collections librarian and a metadata operations coordinator.

5. FY24 Budget Round: Discussion with Provost

The Provost explained that the outcomes of the budget process have been delayed due to the presidential transition and the need to consult with both the current and incoming Presidents. He noted there is budgetary pressure due to high inflation and the limited ability to increase revenue without raising tuition. Endowment returns have been lower than expected; the endowment did extremely well a couple of years ago, but lost money last year and is on track to break even this year. The Provost expressed support for the Library but indicated the institution is not able to fund everything requested in the budget round.

The Chair asked about the budget process and the potential for divisions or departments to over ask because they know they won't get everything requested. The Provost noted that every budget request requires a documented rationale. The Provost and Executive Vice President also meet with each division about their budget requests, and decisions are based on gauging the value to the institution.

A Council member inquired about the distinction between academic and non-academic units in the budget process. The Provost explained that there had been a process – before his time as Provost – for reallocating funds from non-academic to academic units, but that process is no longer in place and the designation of academic or non-academic is now moot.

A Council member asked whether compensation adjustments could be spread out over multiple years if not funded this year. The Provost indicated there is some discussion of developing a strategy for addressing faculty compensation longer term, but staff compensation is handled year to year with the annual merit pool.

6. Overview of FY23 Library Budget

The Library budget as a percentage of Dartmouth's total operating budget provides a rough indicator of trends and has been decreasing from 2.6% in 2019 to 2.3% in 2023. The Library is monitoring this trend and peer benchmarking indicates that 2.5-3% is a healthy target.

The Library's overall budget (~\$29.4M) includes funding streams from central (A&S), Geisel, Thayer, and Tuck. A small portion (6.4%) of the budget covers operating expenses, with the remainder almost evenly split between compensation and collections. With 69% of the budget from subvention (central funding), 31% comes from other funding, predominantly endowments that go toward collections.

7. Committee on Priorities: Chair and Dean to attend meeting on 6 February

Connecting its work to broader faculty governance structures has been a priority for the Council. Building upon last year's outreach, the Dean and the Chair have been invited back to the Committee on Priorities and will attend its February 6 meeting.

8. Any Other Business

None.

9. Next Council on the Libraries Meeting: 14 March 2023.