

Academic Vice President

RECEIVED
OCT 20 1981
ACADEMIC VICE PRESIDENT

TO: FULL-SERVICE FACULTY, ADMINISTRATORS, AND STUDENT GOVERNMENT
FROM: Cynthia Peterson, Secretary of the Senate
RE: SENATE MEETING
November 4, 1981, Schwebel Auditorium
4:00 p.m.

October 20, 1981

AGENDA

1. Call to Order
2. Welcoming Remarks by President Coffelt
3. Approval of Minutes of June 3, 1981
4. Report of Charter and ByLaws
5. Report of Executive Committee
 Report on Library Budget
6. Reports of Other Senate Committees
7. Unfinished Business
8. New Business
9. Adjournment

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 10-14-81

Report Number (For Senate Use Only) _____

Name of Committee Submitting Report Executive Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) _____

Elected chartered.

Names of Committee members: E. Largent, G. Hedrick, P. Baldino, G. Murphy,
T. Deiderick, J. Peterson, D. Ruggles, R. Nakley, J. Kelty (chair)

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report)

Approval of the revised Library Budget as submitted to the Executive Committee
on June 12. (See attached letters and budget.)

Do you anticipate making a formal motion relative to the report? No.

If so, state the motion: The matter is presented to the full Senate as a
provisional action of the Senate Executive Committee (such provisional action
is granted under the Charter and By-Laws.) However, the matter is at this time
moot since allocation has already been made on the basis of the approved budget.

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? _____

Other relevant data: _____

Jean M. Kelty
Chairman (please initial)

INTER-OFFICE CORRESPONDENCE

TO Executive Vice President Neil D. HumphreyDATE June 23, 1981FROM John J. Coffelt, President

SUBJECT

This will acknowledge receipt June 18, 1981, of the "Revised Recommendations for Library Budget 1981-82" as adopted by the Library Committee and provisionally approved by the Senate Executive Committee, and your recommendation in this matter. In transmitting the recommendation to me, Dr. Jean M. Kelty, Chairman of the Senate Executive Committee, noted that the matter would have to be presented to the Senate at its next regular meeting, scheduled November 4, 1981, but that by that time the matter would be moot. I agree that it will be moot because it is not feasible to delay allocation until that time.

I am approving the allocation of \$40,000 for binding and \$560,000 for books, periodicals, and microforms as stated on the attached table. This allocation is totally consistent with the Library Committee's recommendation, as approved by the Senate Executive Committee, as to distribution among the schools and colleges. You will note that I do not, however, list any departmental allocations. In the past, the allocations for the College of Arts and Sciences and the College of Fine and Performing Arts have been departmentally specific, and the 1981-82 recommendation was advanced in a similar manner. I request that Maag Library proceed following the distribution among the Arts and Sciences departments and the Fine and Performing Arts departments as recommended by the Library Committee. I also request, however, that the cognizant Deans, assisted by college library committees, review these departmental sub-allocations at their earliest convenience and inform me in writing as to the allocation desired. Should Deans of other schools and colleges, which have not had allocations divided by department, wish to review the allocations with their school or college library committee and make a recommendation for sub-allocations, they are welcome to do so.

I suggest that next year, especially in view of the expanded responsibility of the Senate Library Committee, it would be best if the Committee advanced recommendations by school or college only and that we again involve the Deans and the school or college library committees in the sub-allocation. I urge the Deans to be actively involved in this entire process in order to help insure equitable distribution.

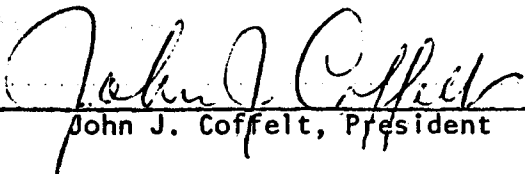
I note that included in the "explanatory notes" of the Senate Library Committee is the recommendation that the developmental ". . . increments carry the restriction that no funds from this category may be used for new subscriptions." I understand the Committee's point and appreciate the caution they advise; however, I believe that it is too restrictive. I request that Dr. Genaway, University Librarian, work closely with the Deans to hold down the new subscriptions but allow them if considered advisable.

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Executive Vice President Neil D. Humphrey
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I wish also to take this opportunity to suggest that the 1981-82 Library Committee should not use incremental budgeting but should use either: (1) a zero base concept supported by requests originating with school or college library committees advanced through Deans; or (2) develop a distribution formula grounded on the multiple considerations of type and level of program, number of faculty, number of students instructed, and consideration of approved new programs.

I thank the Library Committee and the Senate for their work and advice. For clarity of understanding by the people receiving a copy of this memorandum I am enclosing a copy of Dr. Kelty's memorandum to me.



John J. Coffelt, President

mf

Enclosure

cc: Senate Library Committee
Dr. Gillis
Dr. Rand
Dr. Paraska
Dr. Yozwiak
Dr. Dodge
Dr. Ruggles
Dr. Sutton
Dr. McGraw
✓ Dr. Kelty, Chairman, Senate Executive Committee

APPROVED ALLOCATION FOR
MAAG LIBRARY FOR 1981-82

1981-82

College of Applied Science and Technology	\$ 36,525
College of Arts and Science	318,696
School of Business Administration	38,360
School of Education	20,700
School of Engineering	35,935
College of Fine and Performing Arts	30,957
Subtotal	<u>\$481,173</u>
Library - General Works and Replacements	78,827
Total for Books, Periodicals, and Microforms	<u>\$560,000</u>
Binding	40,000
TOTAL ALLOCATION	<u><u>\$600,000</u></u>

RECOMMENDATION FOR MAAG LIBRARY ALLOCATIONS FOR 1981-1982

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<u>Category A</u>	<u>Allocation</u>	<u>Category D Developmental Increment</u>	<u>Allocation + Dev.</u>
College of Arts and Sciences:			
Biological Science	\$43,418		
Black Studies	1,690		
Chemistry	59,850		
Economics	10,185		
English	43,418		
Foreign Languages	11,865		
Geography	6,216		
Geology	6,216		
Health & Physical Educ.	1,250		
History	43,418		
Mathematics, Computer Sc.	15,225		
Philosophy, Religion	12,442		
Physics, Astronomy	18,060		
Political Science	21,525		
Psychology	6,825		
Sociology, Anthropology	10,762		
Interdisciplinary Studies	<u>-0-</u>		
	\$312,365	\$6,331	\$318,696
 <u>Category B - Professional Schools</u>			
School of Business Administration	24,360	14,000	38,360
School of Education	14,700	6,000	- 20,700
School of Engineering	25,935	10,000	35,935
College of Fine/Performing Arts:			
Art	3,412	2,000	5,412
Speech, Commun., Theatre	1,690	4,000	5,690
Music	<u>15,855</u>	4,000	19,855
College of Applied Science/Tech.	21,525	15,000	36,525
 <u>Category C - Library:</u>			
General Works	52,539	15,000	
Replacements	11,288		
Binding	<u>40,000</u>		<u>118,827</u>
 <u>Category D - Developmental Increment</u>			
TOTAL	\$523,669	\$76,331	\$600,000

REVISED RECOMMENDATION FOR LIBRARY BUDGET 1981-1982:

Appropriation Category:

(1) College of Arts and Sciences		\$312,365.00
(2) Professional Schools/Colleges		107,477.00
(3) Library (general reference, replacement, and binding)		103,827.00
(4) Developmental Increment		
(a) College of Arts/Sciences (for interdisciplinary studies only)	\$ 6,331.00	
(b) School of Business Administration	14,000.00	
(c) School of Education	6,000.00	
(d) School of Engineering	10,000.00	
(e) College of Fine Arts:		
Speech	4,000.00	
Art	2,000.00	
Music	4,000.00	
(f) CAST	15,000.00	
(g) Library, general reference works	15,000.00	
		<u>76,331.00</u>
		\$600,000.00

Explanatory Notes:

1. For categories (1) and (2), no change is made from the 1980-81 budget distribution of appropriations among school departments.
2. Category (3) shows an increase from the 1980-81 budget of \$10,000.00, reflecting estimated increases in binding costs.
3. Category (4) increments carry the restriction that no funds from this category may be used for new subscriptions.
4. The Library Committee will continue its work from the past four years to determine another allocation formula.

INTER-OFFICE CORRESPONDENCE

TO Dr. John Coffelt, President

DATE 6-18-81

FROM JMK
Jean M. Kelty, Chairman, Senate Executive Committee

SUBJECT Library Budget

I am, as Chairman of the Senate Executive Committee, enclosing the Revised Recommendation for Library Budget 1981-1982.

As you know the previous recommendation was turned down by the Senate on June 3, 1981. At its next meeting the Senate Executive Committee then ordered the Library Committee to submit a revised budget to them on or before June 22. The Library Committee met and presented the enclosed budget to the Senate Executive Committee on June 12. The Senate Executive Committee provisionally approved that budget on behalf of the Senate, as it is charged to do under Charter and By-Laws. It is my interpretation (and the interpretation of Gratia Murphy, chairman of Charter and By-Laws) that this matter will have to be presented to the full Senate at its regular meeting on November 4, but by that time the matter will, of course, be moot.

If you have any questions on this matter, don't hesitate to call me.

CC: Neil Humphrey, Vice President