

## Faculty Council Collection Review Task Force Recommendations

Atkins Library is the hub of research, learning and innovation on the UNC Charlotte campus. The library provides both important research content and a space for students and faculty to collaborate, study, explore and create. As the collection materials continue to move online, and UNC Charlotte's student population grows, the way the physical space of the library is configured needs to be reimagined.

In January 2017, the university invited the architecture firm Shepley Bulfinch to complete a proposal to modernize the library, allowing more space for student study and collaboration as well as creating more space for the library's special collections. As part of their recommendations, they suggested we move 70-80% of the print collection to a remote storage facility to provide the space the library needs to accommodate the growing student population.

Although the library has not received the funding for these renovations, some of the recommendations are being considered, including moving 70% of the materials to a remote storage location. There are many reasons why this move would be beneficial for the campus community including:

- Atkins Library currently has seating (1,900 seats) in the building for 6% of the current student body. It is recommended by the Association of College and Research Libraries that we seat 10-20% of the population, which is slated to increase to 35,000 students by 2025.
- The collection is not currently browseable
  - The library ran out of space for the print collection in 2012. Most new items, when added to the stacks, are put on an overflow shelf and are not discoverable by browsing.
  - The collection was split 20 years ago so that half of the collection is on the ground floor in compact shelving and the other half is in the tower, which hinders browsing and discovery.
- A good portion of the collection isn't currently being used. The information below is based on check-out data from 1999 to present (note this does not include in library use).

| Number of Checkouts | Number of books |
|---------------------|-----------------|
| 0 Checkouts         | 345,795         |
| 1 Checkout          | 122,893         |
| 2+ Checkouts        | 234,603         |
| Total               | 703,291         |

- The tower elevator and tower floors are not ADA compliant. When renovated, the floors will not be able to accommodate the same number of books that are currently shelved on floors 5-8.

### **Faculty Council Collection Review Task Force**

As the library started presenting this idea to different departments on campus, it was clear that this would be a big change for departments that rely heavily on our print collection. These concerns prompted the need for additional feedback on how decisions will be made in terms of what is moved to the remote storage location and what would remain in the building. This was specifically brought to the library's attention by a resolution put forward by the history department to the faculty council.

At the direction of the Faculty Senate Executive Board, a Task Force was formed of faculty members from various academic departments on campus, library employees, and student representatives to address issues related to the print collection. The task force was formed by the Dean of the library, through recommendations provided by our subject librarians.

The charge of the committee, in relation to space planning, included:

- 1) Options for what physical materials can be stored in an offsite facility and what materials should remain in Atkins Library. Options are recommendations; Atkins Library will make the final decisions.
- 2) Space planning for (arrangement of) print materials remaining in Atkins Library.
- 3) Policies regarding retrieval and use of print materials stored in offsite storage.

### **Task Force Recommendations:**

Here are the recommendations for the three goals

- 1) Plan for identifying titles to remain on campus (remaining titles will be moved to remote storage).
  - a) The committee wanted to make sure this decision was equitable among all subject areas based on need. The library created a [tool](#) in Tableau that includes all the eligible titles for review. Not included are Government Documents, Serials, CIMC materials, and multimedia materials. Decisions about these resources will be made internally by the library.
  - b) The tool also included LC Classifications, usage data, and publication date to help create models for what stays in the building and conversely what is stored in a remote storage facility.
  - c) The [model](#) we currently have is based on collection usage and publication date.
    - i) For each LC subject classification we identified the percentage of the collection being used.

- ii) We used that percentage to pinpoint the number of titles in that LC class to keep in the main library building with the overall goal of keeping 30% (approximately 211,000 titles) of the collection in the library. This percentage can be changed based on the size of the remote storage.
  - iii) Once we have the number of titles per subject area to keep in the main library building, we identified the titles by usage and publication date based on a set of criteria, for example, Prior to 1960 - 1999 with 1+ use after 2013; 2000-2009 1+ uses; 2010-present.
  - iv) There will be room for tailoring the collection to accommodate a need from a particular department.
  - v) The model can be re-calculated depending on the size of the remote storage.
- 2) Space planning for (arrangement of) print materials remaining in Atkins Library.
- a) The committee agreed the library should keep the LC classifications together in order to assist with browsing and management.
  - b) If possible, the library will try to brand tower floors based on LC Classification to bring awareness to the print collection (i.e. a literature floor, engineering floor, etc.). Other materials will be incorporated in the areas, including media materials, to create an optimal and engaging research experience.
  - c) The library will continue to enhance virtual browsing to help locate materials that have been moved to off-site storage and e-materials, including table of contents and indexing information.
  - d) The library will make room for new materials and review the collection each year to move titles to the remote storage or back into the main library, based on the formula used for initial review and usage over the years.
  - e) Continue to review possible expansion of the library to provide room for both new materials and student seating.
- 3) Policies regarding retrieval and use of print materials stored in offsite storage.
- a) The library will strive to retrieve materials within 24 hours of request during regular business hours.
  - b) The library will maintain service of delivering books directly to faculty, and work to make the process as accessible as possible.

The task force came to these recommendations through research, library data and experience provided by Atkin's Library experts and intense discussion among all constituencies on the task force. The task force is asking for the support of the faculty council for these recommendations to be implemented when offsite storage is provided.

The task force was also tasked with discussing the future of the acquisitions budget and how to communicate with faculty and students about the future of scholarly communications. The work of the task force related to the print collection took the majority of the team's time and then the work was cut short due to COVID-19. We did discuss these issues briefly and the faculty on the task force provided the following feedback:

- 1) The faculty believes the acquisitions budget should be regularly increased to provide the necessary resources required for research and learning, and align with the needs of all of the departments on campus.
- 2) The faculty would support breaking up the big deal packages as long as important journal articles are still provided either through subscriptions, interlibrary loan, or through open access. This would require a significant amount of outreach to the campus community, prior to any steps taken.
- 3) The faculty supports the library's efforts to promote open access publishing.

The task force has made an effort to present the print collection recommendations to the various colleges and departments across campus prior to presenting them to the full faculty council. It is important to the library that the campus is not surprised by this planned move of the collection. Feedback from faculty outside the task force has been included in the final recommendations being presented to the faculty council.

Thank you for your consideration.

#### Faculty Council Collection Review Task Force

- Liz Siler (Collection Development Librarian) - Co-Chair
- Paula Connolly (English) - Co-Chair
- Becky Croxton (Head of Assessment)
- Ryan Harris (Head of Research and Instructional Services)
- Amanda Binder (Social Sciences and History Librarian)
- Dawn Schmitz (Associate Dean of Special Collections and University Archives)
- Charles Bodkin (Marketing)
- Bruce Taylor (Education)
- Trevor Pearce (Philosophy)
- Christine Haynes (History)
- Adam Reitzel (Biological Sciences)
- Dan Rabinovich (Chemistry)
- Tara Cavalline (Engineering)
- Sophia Yates (Graduate Student representative)