



BUDGET YEAR 2020-2021

Department: Library
Library Archives

Date: April 8, 2020

Attendees: Mike McCoy, VP for Financial Affairs, Jonathan Craft, Asst. VP for Financial Affairs, Bethany Campbell, Staff Senate representative, Chris Nelson, College of Business representative, Mary Aquila, Library representative, Debra Vaughn, Faculty Senate representative, Wendy Cowan, College of Education representative, Bud Gifford, Information Technology representative, Chris Moss, Physical Plant representative, Mitchell Bazzel, Student Support Services representative, Tonya Bowling, University Advancement representative, Molly Myhan, Academic Affairs representative, Jeff Blankenship, College of Arts & Sciences representative, Katherine Quinnell, Library Director, Jackie Smith, Assoc. VP for Academic Affairs, and Barbara Ferguson, reporting

Due to the campus closure related to COVID-19, members of the Budget Advisory Committee participated in this meeting by means of electronic communications (through a telephone/Zoom conference call).

Dr. Quinnell requested \$315,450 for the library operations budget, up from \$297,820 the previous year. She has factored in a 4% increase for subscription costs. This is the expected rate of inflation for subscriptions each year.

The critical needs for the Library and Archives, totaling \$91,500, include:

- A new Integrated Library System - \$88,000 – a RFP is in process, to be awarded soon with implementation over the summer. The cost of the current library system is included in the operating budget subscriptions account. Once the new system is identified, going forward it will be reflected in the operating budget and a bid process will be done every 5 years.
- Storable partitions - \$3,500 – to create testing rooms for Honorlock as needed

Dr. Quinnell presented a personnel request for two new positions.

- Public Services Librarian – projected salary of \$59,015
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- These positions would coordinate distance learning, marketing and outreach and liaison with off-campus sites

Dr. Quinnell also requested \$6525 for the Library Archives budget, up from \$3925 the previous year. The increase is for in-state and out-of-state travel.