
1. **Election of the Chair and Vice-Chair**
   John Thornton agreed to serve as the chair again this year. Ann Jacobson agreed to serve as vice-chair.

2. **The expected impact of Responsibility Center Management on the Library**
   Mark Weber will find out more about RCM as time goes on. This topic will be put on the next agenda to be discussed in more detail after the December 3rd Faculty Forum on RCM.

3. **Research Collections process, budget, and timeline**
   Tom Klingler distributed a handout that detailed the collection highlights. He explained the move towards electronic access of journals, OhioLINK collection highlights, OhioLINK Electronic Book Center, and the book approval plan. The Library spends approximately 33% of our entire budget on OhioLINK resources.

4. **Review/distribution of fall Rep/Chair packet on collection budget and services**
   Tom Klingler discussed the handout outlining the Library Technical Services Contacts and where to find collection development resources ([http://www.library.kent.edu/collection](http://www.library.kent.edu/collection)). To keep up with inflation, we need a 7% increase to our collections budget each year. If there is no increase, we must cut our access. Cuts cannot be applied across the entire collection because of our OhioLINK agreement.

   OhioLINK is looking into some textbook publishers but there is not a program in place for e-textbooks where students would pay a per-use fee. It would cost approximately 70% of our budget if we were to reserve two copies of every text book. Professors are being urged to give their students a book list with plenty of time to be able to do comparison shopping. Tom Klingler will look into electronic e-book contracts. He will check with the manager of the KSU bookstore.

5. **Tour of the 2nd Floor**
   Barbara Schloman led the committee on a tour of the newly renovated second floor of the Library.

6. **Next Meeting**
   The next meeting will be January 29, 2008 from 9:00 – 10:00 a.m. in Room 301 of the Main Library.