

FY09 CAC Report - ISU Library

A. Summary section

Allocation and Expenditures Summary

Allocation and FY08 Carryover		Expenditures and FY09 Carryover	
Allocation	\$ 292,394.23	Expenditures	\$ 489,941.82
Special Fees	\$ -		
FY08 Planned Carryover	\$ -	FY09 Unspent Funds	\$ 69,737.57
FY08 Unspent Funds	\$ 267,285.16	Encumbured FY09 Items	\$ 6,225.04
		FY09 Carryover	\$ 63,512.53
Total	\$ 559,679.39	Total	\$ 559,679.39

Expenditure Category Breakdown

Department	Allocation	Hardware	Software	Expendable Supplies	Student Access to Newtorks	Security and Protection	Support Personnel	Personnel Involved in Course Development	Other Services or Fees	Total
ISU Library	\$ 292,394.23	\$ 231,657.53	\$ 181,280.25	\$ -	\$ 10,221.60	\$ 2,668.29	\$ 61,520.81	\$ -	\$ 2,593.34	\$ 489,941.82

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B. Carryover Funds

Library Long Term Projects and Planned Carryover

<u>Carryover and Expenditures</u>		<u>Project Description</u>
Expected Total Cost of Project	\$ 161,425.00	<p>In FY09, the Library purchased Ex Libris' ALEPH library management system for a total of \$306,838. \$80,575 was paid in FY09. \$161,425 will be paid in FY10. \$64,838 will be paid in FY11.</p> <p>The ALEPH system replaces the Horizon system - online catalog, circulation, cataloging, acquisitions. We will spend all of the FY09 carryover plus part of the FY10 allocation.</p>
FY09 Carryover	\$ 63,512.53	
Unspent Carryover	\$ (97,912.47)	

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C. Expenditure Item Listing

Item Listing by Expenditure Category

Hardware Purchase, Upgrades and Repairs

Department	Vendor	Location	Item	Cost	Quantity	Total
ISU Library	Open Technology	IT - Horizon & Web servers	Sun SPARC T5240 servers, storage devices & 3-yr maint	\$ 56,209.95	3	\$ 168,629.85
ISU Library	CDW-G	Public printers	PC2100 memory for HP Laserjets	\$ 30.89	8	\$ 247.12
ISU Library	CDW-G	Library Instruction Lab 32	HP ScanJet 8270	\$ 747.99	1	\$ 747.99
ISU Library	Dell	LCC Classroom	Dell PC w/ 17" monitor	\$ 775.00	21	\$ 16,275.00
ISU Library	Dell	LCC Classroom	Dell PC w/ dual 20" monitors	\$ 968.00	24	\$ 23,232.00
ISU Library	Dell	LCC Classroom	Dell PC w/ 20" monitor	\$ 809.00	25	\$ 20,225.00
ISU Library	CDW-G	Public PCs	Ethernet cable	\$ 72.10	1	\$ 72.10
ISU Library	CDW-G	IT - servers	D-Link ethernet switches	\$ 49.91	4	\$ 199.64
ISU Library	CDW-G	Public PCs	Network cables	\$ 39.74	6	\$ 238.42
ISU Library	CDW-G	LCC Studios	Seagate FreeAgentGo	\$ 86.77	1	\$ 86.77
ISU Library	CDW-G	LCC Studios	D-Link ethernet switches	\$ 21.78	10	\$ 217.80
ISU Library	CDW-G	LCC Studios	Osprey 240e video A to D boards	\$ 371.46	4	\$ 1,485.84
ISU Library	Telecom	Library Storage Bldg	Wireless hub	\$ 27.00	12	\$ 324.00
ISU Library	Thawte	IT - Ezproxy server	Wildcard SSL 2-yr certificate to support remote SciFinder Scholar access	\$ 1,349.00	1	\$ 1,349.00
ISU Library	CDW-G	188C	Panasonic DVD/VCR recorder	\$ 222.39	1	\$ 222.39
Total:						\$ 231,657.53

Note: total does not include encumbered (shaded) item above that were ordered in FY09, but will be paid in FY10.

Software

Department	Vendor	Location	Item	Cost	Quantity	Total
ISU Library	Oracle	IT - Sun servers in Durham	Oracle Database Standard Edition software on Sun servers	\$ 8,407.81	1	\$ 8,407.81
ISU Library	Oracle	IT - e-Lib server	Oracle Database Standard Edition software (1st quarter payment)	\$ 2,785.63	1	\$ 2,785.63
ISU Library	Oracle	IT - e-Lib server	Oracle Database Standard Edition software (2nd quarter payment)	\$ 2,785.63	1	\$ 2,785.63
ISU Library	Oracle	IT - e-Lib server	Oracle Database Standard Edition software (3rd quarter payment)	\$ 2,785.63	1	\$ 2,785.63
ISU Library	Oracle	IT - e-Lib server	Oracle Database Enterprise Edition software	\$ 63,443.66	1	\$ 63,443.66
ISU Library	Open Tech	IT - Sun servers in Durham	Sun Server OS & Cluster software	\$ 7,800.00	1	\$ 7,800.00
ISU Library	Insight	IT - Sun servers in Durham	Insight maintenance (Nov 08 - Oct 09)	\$ 4,000.00	1	\$ 4,000.00

ISU Library	TechCYte	IT - Windows Server	Windows Server 2008 Standard Media	\$ 300.00	1	\$ 300.00
ISU Library	Open Tech	IT - Sun servers in Durham	Sun Cluster hardware & software maintenance for 90 days	\$ 7,664.89	1	\$ 7,664.89
ISU Library	Ektron	IT - server	eWebEditPro + SML 2-yr maintenance	\$ 416.00	1	\$ 416.00
ISU Library	Ex Libris	IT - server	ALEPH library management system (FY09 payment)	\$ 80,575.00	1	\$ 80,575.00
ISU Library	TechCYte	LCC Studios	Apple Macintosh OS (2-yr maint)	\$ 79.00	4	\$ 316.00
ISU Library	Adobe Cyte	LCC Studios	Adobe Premier Elements (2-yr maintenance)	\$ 18.00	4	\$ 72.00
ISU Library	Adobe Cyte	LCC Studios	Adobe Master Collection (2-yr maintenance)	\$ 184.00	8	\$ 1,472.00
ISU Library	Oracle	IT - e-Lib server	Oracle Database Standard Edition software (4th quarter payments)	\$ 2,785.65	1	\$ 2,785.65

Total: \$ 181,280.25

Note: total does not include encumbered (shaded) item above that were ordered in FY09, but will be paid in FY10.

Expendable Supplies

Department	Vendor	Location	Item	Cost	Quantity	Total
						Total: \$ -

Student Access to Networks

Department	Vendor	Location	Item	Cost	Quantity	Total
ISU Library	ISU Telecom	Library-wide	Telecom charges for ethernet jacks			\$ 10,221.60
						Total: \$ 10,221.60

Security and Protection

Department	Vendor	Location	Item	Cost	Quantity	Total
ISU Library	Innovative Security Products		Master locks (90 @ \$7.46) & 406BA computer security cables (100@ \$19.97)			\$ 2,668.29
						Total: \$ 2,668.29

Support Personnel

Department	Vendor	Location	Item	Cost	Quantity	Total
ISU Library		Library 160	2 Grad. teaching assistants (incl. ben.)			\$ 21,014.66
ISU Library		LCC, VML, IT, e-Resrv	Grad. student assistants (incl. ben.)			\$ 40,506.15
						Total: \$ 61,520.81

Personnel Involved in Course Development

Department	Vendor	Location	Item	Cost	Quantity	Total
						Total: \$ -

Other Services or Fees

Department	Vendor	Location	Item	Cost	Quantity	Total
ISU Library		Library-wide	HazMat surcharge			\$ 2,593.34
						Total: \$ 2,593.34

Grand Total: \$ 489,941.82

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D. Narrative section

1. Current projects and impact on student learning

The first stated goal in the ISU Library's current *Strategic Plan* (2005-2010) is to "provide information, collections, research tools, and reference and access services to support and strengthen learning and teaching across the university, [and to] promote the integration of library resources and information technologies with instruction." In support of that goal, the Library makes a sizeable and ongoing investment in IT infrastructure and services that directly benefit the ISU student body. This includes hardware and software in a wide variety of locations in the physical library system (Parks Library, the Veterinary Medical Library, and reading rooms in Design and Physical Sciences), as well as the infrastructure for the web-based e-Library. Support personnel also play a key role in ensuring that students make effective and efficient use of the Library's growing array of computer-based systems, services, and information resources. Across all these areas, the Library makes use of CAC Central Pool allocations, and seeks to ensure that students benefit optimally from this particular use of their computer fees.

As indicated in last year's report, the Library had accumulated funds for several years in anticipation of upgrading the Library's servers and software infrastructure. A significant number of those purchases were made in FY09. Two Sun SPARC T5240 servers and related storage devices were purchased to replace the older servers. The Library also upgraded its Oracle license from Standard to Enterprise edition, to accommodate several new applications. Also reported last year was the intention to accumulate FY09 and FY10 rollover funds for a new Library Management System. However, the Library took advantage of an opportunity to sign a contract this year for the desired new Library Management System (Ex Libris ALEPH) at a 35% discounted price, with partial payment being made in FY09.

Based on regular surveys of the ISU community, roughly 40% of undergraduate students and 80% of graduate students use the e-Library collections and services on at least a weekly basis. The vast majority of the Library's current journal collection is now available online, along with a growing number of e-books and other electronic resources (including journal indexes and full-text article databases). The e-Library serves as a gateway to online collections, but also provides sophisticated "discovery and delivery" tools to assist users in identifying, retrieving, and utilizing information resources, along with a wide variety of online services. The latter include synchronous "chat" reference service, online user account information, and interactive request forms for circulation and delivery services, interlibrary loan, and purchase requests. Throughout FY09, CAC funds were used to pay ongoing hardware and software maintenance fees for various e-Library components.

Within the physical library building, CAC funds in FY09 were used to upgrade public PC workstations in Lab 32. In addition to this upgrade, a total of 24 entirely new PCs and two laser printers were purchased for use in the new classroom currently being renovated in Room 140A.

Support personnel in the Library play a key role in ensuring that students make optimal use of public computing equipment, information technologies, and online information resources & services. In FY09, CAC funds supported two teaching assistants in the Library 160 program. Library 160 is a for-credit, mandatory class in information literacy skills that is delivered through a mix of online and face-to-face instruction to over 6,000 students each year. Students learn to make effective and efficient use of the wide variety of information resources and services available in the e-Library (and elsewhere on the Web), along with generalized skills related to lifelong learning. CAC funds were also used to support a limited number of casual-hourly student employees in the following areas: e-Reserve Processing (i.e., students digitizing course reserve material in a variety of formats, for delivery via the e-Library); Learning Connections Center (students trained to assist users working with the Library's growing array of multi-media production equipment); Information Technology Department (students who assist in maintaining the Library's more than 250 public computers, along with printers and peripherals); and the Veterinary Medical Library Service Desk (students trained to assist users of computer-based equipment and services in this facility, including the e-Library).

Thanks in part to the Library's use of student computer fees, a student at ISU is able to visit the ISU Library's physical facilities up to 102 hours per week and find there a growing number of public-access computers (both PCs and Macs), networked laser printers, scanners, multi-media production equipment, and other peripherals, all maintained in good working order and replaced/upgraded on a reasonable cycle. Using IT equipment and services within the Library, students can simultaneously consult information resources, conduct research, and complete projects (term papers, PowerPoint and other multi-media presentations, etc.) in a "full-service" environment. Students can likewise access the web-based e-Library from remote locations on a 24/7 basis, and therein find a growing array of electronic-resources, including full-text journal articles, and a plethora of electronic services. To provide but one illustration: a student might locate (through author, title, keyword, or structured subject searching, using a variety of "discovery" tools) the citations to five relevant journal articles to support a research paper; might then link seamlessly (through the SFX link resolver) to the full-text of three of these articles; might request the fourth article via Interlibrary Loan (using an online request form, and anticipating the delivery of that article via email, as a PDF file); and finally might contact (via live chat) a reference librarian to discuss some access problem related to the fifth article. In the case of both the physical library and the e-library, support personnel are prepared to assist students in understanding, navigating, and exploiting the resources in these learning environments.

The Library publicizes its effective use of student computing fees in a page on the e-Library website, accessible via the "Library Information" link on the e-Library homepage. The direct URL is: <http://www.lib.iastate.edu/narrative-main/2026/11000>

2. Future projects and anticipated future need

Given the cost of our ongoing e-Library hardware/software infrastructure redesign and the purchase of PCs for the new multi-media classroom adjacent to the Learning Connections Center, the Library will spend all of the FY09 carryover funds plus part of the FY10 allocation to meet these financial obligations. The transition to new servers and a new Library Management System will also require some overlapping (i.e., double) maintenance payments for selected hardware and software in FY10. As reported last year, the new classroom project will increase the number of public workstations in Parks Library by nearly 20%, and will increase the long-term ongoing costs of maintenance and replacement of those machines. As a result of all these projects, it seems unlikely the Library will have any carryover funds remaining at the end of FY10.

3. Planned allocation and allocation methods for the next fiscal year

In addition to the projects outlined above, another major allocation planned for FY10 is the replacement of approximately 80 of the oldest public workstations. Most of the remainder of our FY10 allocation will be spent on on-going maintenance and support of the existing infrastructure.

The Library's allocation methods do not vary from year to year. A budget is prepared by the Dean in consultation with her administrative cabinet, and is reviewed by the Library's (internal) CAC Committee, which consists of one library faculty member, one library P&S employee (currently the Associate Dean for Research & Access and the Information Technology Officer, respectively), and two appointed student representatives. Student representatives are chosen in a manner to encourage diversity (e.g., balance between undergraduate/graduate, male/female, science & technology/social sciences & humanities background, etc.). This same committee has a variety of other responsibilities, including: (1) reviewing the internal proposals from Library staff for one-time CAC-funded purchases, and making recommendations regarding these proposals to the Library Dean; (2) reviewing and commenting on any Library proposals for competitive central CAC funds; and (3) providing feedback and advice to the Library's representative to the University CAC Committee, particularly regarding the annual review of central CAC proposals.

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