

**U.S. NATIONAL COMMISSION ON LIBRARIES
AND INFORMATION SCIENCE**

FY 2003 APPROPRIATIONS JUSTIFICATION

**Submitted to the House Committee on Appropriations,
Subcommittee on Labor, Health and Human Services,
Education and Related Agencies**

February 2002

For necessary expenses of the National Commission on Libraries and Information Science, established by the Act of July 29, 1970 (Public Law 91-345, as amended by Public Law 102-95), [\$1,000,000] \$2,831,000. (*Departments of Labor, Health and Human Services, Education and Related Agencies Appropriations Act, 2002.*)

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U.S. NATIONAL COMMISSION ON LIBRARIES AND INFORMATION SCIENCE (NCLIS)

SALARIES AND EXPENSES

FY 2002

Appropriation: \$1,000,000

Full-time-equivalent positions: 7

FY 2003

Budget request: \$0 (\$2,831,000)

Full-time-equivalent positions: 0 (12)

The Administration Budget for Fiscal Year 2003 proposes the elimination of the National Commission on Libraries and Information Science (NCLIS). However, when the Congress created the Commission in 1970, it provided for an *independent* agency, representing the library and information needs of the public and advising *both* the President and the Congress. Therefore, the Commission respectfully submits this budget justification for consideration by Congress

In the Administration's FY2003 Budget it is stated:

The National Commission on Libraries and Information Science (NCLIS) was established in 1970 as the agency primarily responsible for assessing issues related to library and information services policy. With the creation of the Institute of Museum and Library Services (IMLS) and the growth of the information science industry, issues that used to be the exclusive domain of NCLIS are now part of the mission of many other agencies. As noted earlier in this chapter, IMLS is currently involved in significant research and evaluation concerning museums and libraries. While the Administration supports the nation's libraries, it does not support duplicative or ineffective agencies. NCLIS' products—primarily reports on a wide variety of information issues—have failed to have a significant impact on public policy. NCLIS does not operate programs; 100 percent of its funding has been for salaries, travel, and other expenses for its commissioners and staff.

The Administration believes that other agencies can take on the responsibilities of NCLIS that continue to be necessary, such as compiling basic statistics on libraries. NCLIS' other activities have failed to demonstrate that their results justify their cost. The budget recommends eliminating this agency in 2003, saving taxpayers \$1 million.

NCLIS has never had "exclusive domain" for issues affecting information policy. Throughout its three decades existence, it has worked closely with a plethora of government agencies from the Federal Communications Commission to the National Telecommunications and Information Administration, from the U.S. Postal Service to the Copyright Office, from the National Institute for Standards and Technology to the Office of Information and Regulatory Affairs, from the Government Printing Office to the

National Technical Information Service, as well as with libraries at all levels. What NCLIS has done consistently and exclusively is bring an independent perspective to the host of information policy issues dealt with throughout these and other agencies.

In fulfilling its role, the Commission has concluded numerous studies that have been useful to policy makers. Sometimes at its own behest, sometimes at the request of agencies such as the Government Printing Office, committees of Congress, and the White House, NCLIS has examined difficult information age issues and brought together advocates representing a host of opinions. At times its recommendations have been incorporated into policy; other times, not. But it has brought a fresh and independent perspective on the issues it addresses, and it has done so for a cost of less than a penny a year per U.S. citizen.

The Budget suggests that other agencies can take on the responsibilities of NCLIS that continue to be necessary, but it did not identify which agencies were intended to carry on the Commission's functions, nor was it made clear how these functions were to be funded once the successor agency or agencies were identified. Furthermore, there was no proposed legislative language to amend the National Commission on Libraries and Information Science Act of 1970 (as amended) to transfer the functions that Congress directed to be performed by NCLIS. Presumably, these determinations are left to Congress. It is of interest that the Institute for Museum and Library Services (IMLS) was mentioned as one agency with potentially overlapping responsibilities. However, NCLIS has been assigned specific oversight responsibilities regarding IMLS activities. It would be inappropriate for oversight to take place by an entity within the organization being evaluated. Congress understood this at the time the Commission was created and explicitly mandated that NCLIS carry out its functions as an independent body.

Consequently, this document will set forth the functions that the Commission believes are appropriate to pursue in FY 2003 and their funding levels so that Congress might fully consider the appropriate assignment of these functions and the concomitant resources to accompany the assignment.

BACKGROUND

The key statutory functions of the U.S. National Commission on Libraries and Information Science (NCLIS) can be summarized as follows:

1. NCLIS *identifies the needs* of the people of the U.S. for library and information services.
2. NCLIS *translates those needs* into recommendations for national policy.
3. NCLIS *advises* the President, the Congress, state and local governments and others on implementation of national policy.

To carry out these functions, NCLIS:

1. conducts studies, surveys and analyses of the nation's library and information needs;
2. appraises the adequacies and deficiencies of current library and information resources and research and development activities;
3. conducts meetings, hearings and forums; and
4. issues reports and publications.

The Commission includes the Librarian of Congress, the Director of the Institute of Museum and Library Services (IMLS) and fourteen Commissioners appointed by the President and confirmed by the Senate for five-year terms. Five of the appointees are librarians or other information professionals. The President has designated Martha B. Gould of Nevada as Chairperson, to succeed Jeanne Hurley Simon of Illinois who died in February 2000. The Commission staff includes an executive director, a deputy director, an administrative officer, and research associates, support staff and consultants in varying numbers according to the funding levels and program requirements for individual fiscal years.

Public Law 91-345 (20 U.S.C. 1501 et seq.), signed July 20, 1970, established the U.S. National Commission on Libraries and Information Science as a permanent, independent agency in the Executive Branch.

This budget request is organized by a master list of program areas around which NCLIS has shaped its yearly priorities:

1. Policy Planning and Advice
2. Federal Information Dissemination Policy
3. National Information Policy
4. International Information Policy
5. Library Statistics & Surveys
6. Services to Special Populations
7. Disaster Preparedness & Emergency Response
8. Agency Administrative Requirements

For several years the Commission has recognized the need to expand its coverage of emergency preparedness and disaster response with respect to library collections and services, primarily in response to national and international natural disasters. The terrorist attacks of September 11, 2001, have brought this issue to the forefront, with the recognition that the local public library can serve as a source of timely, reliable information for the community. The remaining program areas are long-standing areas of activity for the Commission. All of the program areas are vast, complex and critical to meeting the needs of the American people for libraries and information services. They are also obviously beyond the scope and resources of NCLIS (or any other one organization, for that matter) to address completely.

On the other hand, NCLIS is uniquely mandated and uniquely qualified to undertake initiatives on these important topics, and it will do so increasingly and very deliberately in collaboration with federal and national public and private partners.

Specific NCLIS objectives, activities and required resources for FY 2003 are summarized in this document.

FY 2003 PROGRAM DESCRIPTION AND OBJECTIVES

[Note: The following is a description of the activities NCLIS would pursue if it were funded. In light of President Bush's proposal to not fund the Commission, the Congress may wish to consider how these functions are to be achieved and funded. A total budget of \$2,831,000 for FY 2003 is the basis for the figures in this section. Amounts for all program areas will not total \$2,831,000 due to rounding.]

The Commission's programs and projects for FY 2003 are long-standing areas of activity for the Commission, with the addition of a new area of special focus on the role of libraries in disaster preparedness and emergency response. Finally, the Commission addresses its routine internal and administrative requirements. The program areas presented in this budget submission are as follows:

Priorities may shift, depending on plans made by Commissioners, the executive director and the staff as part of a continuing strategic planning process, requests from the Administration and the Congress, or in response to unexpected technological and policy developments elsewhere. Each program area is critical to the mission and responsibilities of the Commission; moreover, each area will be at critical points in its development in 2003. NCLIS needs to increase its resources significantly so it can address each area at its critical points and thereby maximize the timeliness and utility of the Commission's advice to the President, the Congress and others with responsibility for programs that affect the library and information services available to the American people.

FY 2003 should be the year for the Commission to take the proactive leadership position envisioned in the NCLIS statute and called for by the unprecedented rate of change in the library and information arenas. The internal re-building and planning of recent years will equip the Commission well to assume this role. Wider and more substantial collaboration with other organizations will be a feature of FY 2003 as well.

There are currently eight vacancies on the Commission and two more will occur before the beginning of FY 2003. The President has the opportunity to appoint ten Commissioners, and name a new Chairperson, by FY 2003, ensuring that the

Commission is able to effectively assist the Administration and the Congress with a wide range of issues related to education, life long learning, and other information policies.

Specific objectives and tasks in all of the Commission's program areas are detailed below.

1. POLICY, PLANNING AND ADVICE

Answer all inquiries from Congress on legislation related to library and information services and take the initiative to offer information and comments on matters that are within the purview and expertise of the Commission, when appropriate. Answer all memoranda from the Legislative Reference Division of OMB within the required time frames and take the initiative to offer information and comments to OMB and the White House on all items that are within the purview and expertise of the Commission.

- Advise on necessary changes in Federal information dissemination laws, policies and practices; and
- Advise on major policy and legislative initiatives affecting library and information services.

Carry out responsibilities to advise the Institute of Museum and Library Services (IMLS) on federal grant programs to libraries as required by statute.

- Advise on the state-administered grants under the Library Services and Technology Act (LSTA);
- Advise on National Leadership Grants and Contracts under the Library Services and Technology Act, based on results of the prior grants;
- Meet with the National Museum Services Board to advise on library-museum cooperative projects;
- Emphasize coordination of policies and activities of the Institute of Museum and Library Services with other activities of the federal government;
- Evaluate the implementation of the Museum and Library Services Act; and
- Advise on the selection of the FY 2003 recipients for the National Library Service Awards.

Maintain and strengthen working relationships with officials throughout the government, including the Departments of Education, Labor, State, and Commerce, in the Office of Information and Regulatory Affairs (OIRA) in the Office of Management and Budget (OMB), the National Institute for Literacy (NIFL) and in other agencies so that NCLIS provides timely input on national and international policies affecting library and information services. Continue to provide data and findings from the NCLIS studies on public library-Internet access to the Federal Communications Commission and the Schools and Libraries Division (SLD) of the Universal Service Administrative Corporation (USAC) to support and improve the universal service discount program,

incorporating data on other types of libraries and library cooperatives as available and appropriate.

Maintain and strengthen working relationships with officials in national library associations, such as the American Library Association and its affiliates, the American Association of Law Libraries, the Association for Research Libraries, the Medical Library Association, and the Special Libraries Association, as well as state and regional library organizations.

Develop new avenues for formulating, exchanging or conveying policy, plans and advice, such as:

- Expanded contact and substantive cooperation with organizations such as
 - Association for Library and Information Science Education;
 - Center for Research Libraries;
 - Coalition for Networked Information;
 - Council on Library and Information Resources;
 - National Information Standards Organization;
 - National Forum on Information Literacy
 - British Museums, Libraries and Archives Council;
 - European Union;
 - International Federation of Library Associations and Organizations; and
 - UNESCO.
- Exploration of ways to emphasize the information science part of NCLIS responsibility, in cooperation with organizations such as
 - Association of American Publishers;
 - American Society for Information Science and Technology; and
 - Software and Information Industry Association.

Increase printing and distribution of NCLIS publications, reports and brochures, and enhance the Commission website to expand electronic communication with federal, state and local governments and other organizations and individuals with an interest in improving national library and information services.

Continue to expand the relationships necessary to provide information to and receive information from state and local governments.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$593</u>
Salaries and benefits	363
Travel and meetings	70
Printing	13
Consultant services	50
Other (share of rent, telecom., supplies, etc.)	97

2. FEDERAL INFORMATION DISSEMINATION POLICY

Continue a multi-year initiative on the transition of federal government information from print to electronic form:

- Assist or advise the Government Printing Office as appropriate in further transition of the federal depository library system to incorporate electronic information;
- Continue work with the Computer Science and Telecommunications Board of the National Academy of Sciences and/or other experts to evaluate federal information policy in a networked, electronic environment;
- Follow up the efforts undertaken in recent years to collect and understand the implications of data about agency publications transitioning from ink-on-paper to various electronic formats and mediums, particularly the recommendations from the Commission's FY 2001 report: *A Comprehensive Assessment of Public Information Dissemination*;
- Consult with Congress and the Administration on the goals and approach for additional NCLIS work in this area, including advice on public printing, the Federal Depository Library Program, and other programs for the sale or dissemination of, and permanent public access to, government information;
- Cooperate with the Office of Management and Budget, the National Archives and records Administration (NARA), and others studying or planning changes in Federal information dissemination policy and practices for production and distribution of public federal information;
- Continue to participate in other initiatives of the library and information science communities seeking to re-define federal information access and dissemination responsibilities; and
- Monitor the implementation of relevant Federal legislation, policies and practices and prepare any necessary recommendations for Congress and the Administration.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$225</u>
Salaries and benefits	152
Travel and meetings	22
Printing	6
Consultant services	0
Other (share of rent, telecom., supplies, etc.)	45

3. NATIONAL INFORMATION POLICY

Initiate a formal review of the implementation of the recommendations of the National Information Infrastructure Advisory Council and prepare a report assessing the state of the National Information Infrastructure. This assessment will incorporate information gathered under the other program areas, particularly Disaster Preparedness and Emergency Response and Services to Special Populations. The primary staffing and funding for such subtopics are covered in those program areas.

Support Commissioners and staff participation in conferences in the library and information communities to help ensure that NCLIS has the information it needs about the concerns and activities of these constituents and that these constituents have the information they need about NCLIS initiatives and other relevant federal activities.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$384</u>
Salaries and benefits	\$158
Travel and meetings	23
Printing	6
Consultant services	150
Other (share of rent, telecom., supplies, etc.)	47

4. INTERNATIONAL INFORMATION POLICY

Continue investigations of the international and global aspects of networking and the NII as these affect the U.S. library and information services communities and their ability to meet the information needs of the people of the U.S.

Continue to implement plans for NCLIS participation in international affairs, including these areas:

- Aiding the State Department in supporting library and archival activities in the global information infrastructure, including coordination with UNESCO;
- Acting as the lead U.S. agency, in cooperation with the Departments of State and Education, the National Forum on Information Literacy and other organizations, to organize and hold a UNESCO-sponsored international conference on information literacy;
- Supporting Commissioner and staff participation in international conferences;
- Supporting other international activities or initiatives, including closer ties with organizations in other nations with functions analogous to those of the Commission; and
- Proactively responding to global or international issues and concerns.

Continue to expand the relationships necessary to exchange relevant policy and legislative information with foreign governments and international organizations.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$165</u>
Salaries and benefits	103
Travel and meetings	28
Printing	4
Consultant services	0
Other (share of rent, telecom., supplies, etc.)	30

5. LIBRARY STATISTICS AND SURVEYS

Negotiate an agreement with the National Center for Education Statistics (NCES) to continue the Library Statistics Program in FY 2003, and fulfill the terms of the agreement negotiated with the NCES to continue the cooperative Library Statistics Program.

Plan, develop, and/or sponsor or co-sponsor national sample survey(s) on academic, school or special libraries to assess the information access needs of individuals with disabilities. This initiative falls within the scope of two program areas, Library Statistics and Surveys and Services for Special Populations. A portion of the staffing and funding are covered in this program area.

Fulfill research-, innovation- and future-oriented roles for NCLIS in work with the Institute of Museum and Library Services, the National Center for Education Statistics, the National Institute for Postsecondary Education, Libraries and Lifelong Learning and others in the federal government to structure, strengthen and shorten cycles of needed and useful data collection (including sample surveys), analysis and research pertaining to libraries and information services. Also emphasize products, outputs and outcomes in measurement and research generally.

Plan and begin implementation of a major data gathering effort to measure the effectiveness of staff education and training, services to students and teachers, and the information needs of students and teachers in schools throughout the nation, building on the findings of the Commission's Hearing¹ and work with the School Library Media Center survey sponsored by NCES. This initiative also falls within the scope of two program areas, Library Statistics and Surveys and Services for Special Populations. A portion of the staffing and funding are covered in this program area.

Continue participation with the European Union statistics initiative as a member of the Strategic Advisory Committee of LIBECON, a research study into international library economics.

Continue active participation in the National Information Standards Organization (NISO), with an NCLIS staff member chairing the Library Statistics Standard revision committee and serving on other library statistics related committees in the United States.

¹ The Commission conducted a hearing on *School Libraries: Knowledge Navigators Through Troubled Times* in Cincinnati, Ohio, on April 26, 2001.

Continue participation by an NCLIS staff member as a U.S. representative to the International Standards Organization (ISO) committees regarding library statistics and library performance measurement.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$693</u>
Salaries and benefits	325
Travel and meetings	58
Printing	12
Consultant services	200
Other (share of rent, telecom., supplies, etc.)	98

6. SERVICES FOR SPECIAL POPULATIONS

Gather data on the library and information needs of special populations through a hearing or other means. Review prior Commission studies with respect to services for special constituencies, such as Native Americans, to evaluate progress and assess the most pressing needs for improvement in library and information.

Plan, develop, and/or sponsor or co-sponsor national initiatives to encourage greater awareness of the need for information literacy as well as basic literacy in the population of the United States.

Plan, develop, and/or sponsor or co-sponsor national sample survey(s) on academic, school or special libraries to assess the information access needs of individuals with disabilities. Plan and begin implementation of a major data gathering effort to measure the effectiveness of education of staff, services to students and teachers, and the information needs of students and teachers in our schools throughout the nation, building on the findings of the Commission's Hearing² and work with the School Library Media Center survey sponsored by NCES. These initiatives fall within the scope of two program areas, Library Statistics and Surveys and Services for Special Populations. A portion of the staffing and funding are aggregated under Library Statistics and Surveys.

Information gathered through these initiatives will be incorporated into the assessment of the state of the National Information Infrastructure described under the National Information Policy program area.

² The Commission conducted a hearing on *School Libraries: Knowledge Navigators Through Troubled Times* in Cincinnati, Ohio, on April 26, 2001.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$212</u>
Salaries and benefits	104
Travel and meetings	23
Printing	4
Consultant services	50
Other (share of rent, telecom., supplies, etc.)	31

7. DISASTER PREPAREDNESS AND EMERGENCY RESPONSE

Following the terrorist attacks of September 11, 2001, the Commission began to plan and implement a new initiative to focus on changes in the role of libraries, archives and other information services following the attacks. The initiative focuses on three areas:

- Libraries, archives and other information services as trusted sources of information and channels for dissemination of government information at all levels (federal, state and local);
- Libraries, archives and museums as stewards of information and cultural assets, with unique materials whose preservation must be ensured, and for which public access must be maintained, through development of individual plans to protect their own collections and facilities and in coordination with other institutions;
- Libraries as active partners in community emergency preparedness and disaster response, serving as a clearinghouse for reliable, timely information to the community from a variety of emergency response agencies and from other sources.

Plan, develop, and/or sponsor or co-sponsor national sample survey(s) on libraries and emergency response agencies implementation of policy recommendations developed and promulgated by NCLIS in FY 2002.

Sponsor invitational meeting(s) to discuss models and best practices for libraries in stewardship of information and cultural assets and community emergency preparedness and disaster response. Disseminate the results to encourage their adoption and adaptation by other institutions.

Information gathered through these initiatives will be incorporated into the assessment of the state of the National Information Infrastructure described (and funded) under the National Information Policy program area.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$165</u>
Salaries and benefits	80
Travel and meetings	9
Printing	3
Consultant services	50
Other (share of rent, telecom., supplies, etc.)	23

8. AGENCY ADMINISTRATIVE REQUIREMENTS

Continue to develop a professional staff for NCLIS of program officers, augmented by consultants, visiting scholars and/or other appointees to support the content of the Commission's work.

Plan, conduct and follow up on four full NCLIS meetings, with at least one including a session with the National Museum Services Board and at least one including a hearing or forum to gather information on the library and information needs of the nation.

With the director, the deputy director for library services and other key staff at IMLS, refine and implement policies and procedures for keeping NCLIS Commissioners advised and up to date, so they can in turn provide timely and useful advice on both the implementation and effectiveness of the federal grant programs for libraries under LSTA.

Plan, carry out and follow up on meetings of committees established by the Commission.

Plan, carry out and follow up on other meetings with allied groups and individuals as approved by the Commission.

Hold orientation sessions for new Commissioners after their confirmation by the Senate as NCLIS Members.

Continue to carry out recommendations of the previous year's evaluation of the need for and uses of information resources management and information systems and procedures for Commissioners and staff, including:

- Improving local area networks, servers, desktop and/or laptop computers and peripherals;
- Developing the NCLIS web site, including greater interactive capability;
- Increasing desktop publishing and publishing on the Web;
- Expanding the use of electronic manuals and other administrative tools, and of electronic communications generally, among Commissioners, among Commissioners and staff, and among staff;
- Collecting and organizing files, books and serial resources to support the work of the Commissioners and staff;
- Improving records management, including evaluation of the Commission archives and preparing historical material for transfer to the National Archives and Records Administration (NARA) as well as assuring ongoing mechanisms to identify, preserve and schedule for transfer appropriate Commission materials; and
- Providing periodic training for Commissioners and staff.

Maintain appropriate administrative services for the management of the Commission office and staff, including use of administrative services from other agencies to support Commission legal, payroll, personnel and financial services requirements.

<u>Resources for FY 2003 (in thousands)</u>	<u>\$393</u>
Salaries and benefits	230
Travel and meetings	36
Printing	8
Consultant services	40
Other (share of rent, telecom., supplies, etc.)	79

AMOUNTS AVAILABLE FOR OBLIGATION

(in thousands)

APPROPRIATION	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimated	FY 2003 Request
Salaries & Expenses	\$1,295 ³	\$1,495	\$1,000	\$2,831
REAL TRANSFERS FROM				
National Center for Education Statistics	\$ 220	\$ 325	\$ 192	\$ 275
Department of State	\$ 100	\$ 75	\$ 75	\$ 150
NCLIS GIFT ACCOUNT				
	19	11	22	50
TOTAL ADJUSTED BUDGET AUTHORITY				
	\$1,634	\$1,906	\$1,289	\$3,306

Note: The current reimbursable programs from National Center for Education Statistics (NCES) and the Department of State are expected to continue. Other programs, similar to the FY 1998-1999 joint project with the Government Printing Office (GPO) on access to electronic government information, may also be established, but there are no specific commitments at this time.

³ Reflects the mandatory reduction of .38% (\$4,940) in FY 2000.

BUDGET AUTHORITY AND OUTLAYS

(in thousands)

BUDGET AUTHORITY	Actual FY 2001	Estimated FY 2002	Requested FY 2003	Change FY 01 to FY 02
Appropriations only	\$1,495	\$1,000	\$2,381	\$1,381
OUTLAYS				
Appropriations only	\$1,493	\$999	\$2,379	\$886
OUTLAYS, GROSS				
Including Transfers and NCLIS Gift Account	\$1,900	\$1,287	\$3,300	\$
FTE PERSONNEL²				
	8	7	12	5

² Includes FTE allocated for Commissioners' salaries.

BUDGET AUTHORITY BY OBJECT CLASS

(in thousands)

OBJECT CLASS	Estimated FY 2001	Estimated FY 2002	Requested FY 2003²	Change FY 01 to FY 02
Staff Salaries	\$588	\$471	\$1,005	\$534
Commissioner Salaries	87	64	230	166
Other		0	0	0
Benefits	136	140	280	140
SUBTOTAL, PAY	811	675	1,515	840
Travel	108	31	270	239
Rent	145	170	180	10
Comm, utilities, misc	29	15	48	33
Printing, reproduction	28	10	55	45
Consulting services	205	26	540	514
Other services	66	21	70	49
Govt/interagency services	37	42	67	25
Supplies and materials	39	5	26	21
Equipment, Non-Capitol	28	5	60	55
SUBTOTAL, NON-PAY	685	325	1,316	991
SUBTOTAL, DIRECT OBLIGATIONS	1,495	1,000	2,831	1,831
NCLIS GIFT ACCOUNT	7	22	50	28
REIMBURSABLE OBLIGATIONS	400	267	425	158
TOTAL OBLIGATIONS	1,634	1,289	3,306	2,017

² Assumes a full complement of 14 appointed and two statutory Commissioners.

SUMMARY OF CHANGES FROM FY 2002 TO FY 2003

Full-Time Permanent Salaries - During FY 2003 the Commission will fill three vacancies for senior staff to support Commission initiatives in disaster preparedness and emergency response, library statistics, and information policy (including access to government information). Several positions that have been filled by consultants will become staff positions in FY 2003 and several administrative positions that are filled by temporary and part-time employees in FY 2002 will be reinstated to the FY 2001 levels. The increase also covers the pay raises effective January 2003. [\$534,000]

Other than Full-Time Permanent Salaries - Commissioners FY 2003 salary is budgeted at 2 full-time-equivalent positions, up from 1 full-time equivalent in FY 2002. This projection assumes that all current vacancies will be filled. Commissioners are classified as intermittent government employees and are paid only when on official business for NCLIS. In FY 2003 the rate of pay for Commissioners will continue to be equivalent to the daily rate of pay for a Senior Executive Service Level 2 position (SES-2). The rate will be adjusted for the pay raise effective January 2003. An average of 30 working days per Commissioners is projected for FY 2003, up from 20 days in prior years. This includes 90 days allocated for "resident Commissioners," so that several Commissioners can dedicate additional time to Commission program activities. [\$166,000]

Civilian Personnel Benefits - The increase in staff benefits is largely due to the addition of new and restored positions, but also includes matching anticipated employee Thrift Savings Plan (TSP) contributions and anticipated increases in costs for health care and other benefits. Commissioners require only OASDI and Medicare matching funds as benefits, and these are estimated at 7.65% as in prior years. [\$140,000]

Travel and Transportation of Persons - Travel for NCLIS is different from many agencies because travel is required for Commissioners to meet to conduct the basic business of the agency and to otherwise represent the Commission. Experience from FY 1996 and FY 1997, years in which the Commission met only twice, has shown that meeting more often is necessary for adequate management of programs, planning, development and communication of policy recommendations, and establishing consensus or directions on issues. More frequent sessions are even more important with the responsibility of advising on federal financial support for libraries under the Library Services and Technology Act (LSTA). FY 2003 travel also includes two hearings to be held in conjunction with Commission meetings. Additional professional staff will require travel for participating in relevant professional meetings and in Commission meetings that are held outside of Washington, DC. [\$239,000]

Rental Payments to GSA - During FY 2001 the Commission changed the configuration of its office, adding some adjacent space its the current location and giving up some other space that was poorly configured for the activities of the Commission. This resulted in a slightly larger, and more efficiently arranged, office suite which will accommodate the

additional staff and resident Commissioners, as well as providing, for the first time, an adequate conference room for Commission meetings held in Washington, DC. The impact of the increased space did not affect the full year in FY 2001, but will affect the full year of the FY 2002 rent. The increase covers the anticipated FY 2003 GSA rent increase, including an increase in the annual surcharge for building security. [\$10,000]

Communications, Utilities - Charges for communications services are expected to increase due to the expanded utilization of facsimile for timely dissemination of documents to and among Commissioners and regular use of conference calls during periods without scheduled Commission meetings. Additional factors are requirements for higher speed and more reliable access to the Internet for research and electronic mail and the projected increases in the number of professional staff and consultants. Postage is expected to increase substantially as the Commission increases its outreach to federal, state and local government and others concerned with the library and information service needs of the American people. Additional staff and new projects will generate additional reports, publications and brochures for distribution. The Commission website will continue to expand and to be used for data collection and dissemination of Commission publications and other time sensitive materials. All Commission reports and publications will be available in electronic forms to increase public access. [\$33,000]

Printing - This object class covers minimal and required expenses for notices in the *Federal Register* and annual publication of Commission regulations in the *Code of Federal Regulations*. It includes print publication through GPO of the NCLIS annual report, research and survey results, and forum and hearing reports, as well as stationery. Printing is expected to increase substantially as the Commission increases its outreach to federal, state and local government, foreign government and international organizations, and others concerned with the library and information service needs of the American people. Additional staff and new projects will generate additional reports, publications and brochures for printing. [\$45,000]

Consulting Services - This object class includes policy analysts and researchers with the skills and availability to work intensively on short term projects in support of NCLIS programs, applied research using data generated by the Library Statistics Program, and Commission-sponsored surveys. The requested budget of \$540,000 will provide:

- \$200,000 for surveys and analysis in support of Commission policy initiatives;
- \$150,000 for a report on the state of the National Information Infrastructure;
- \$50,000 for evaluation of the implementation of the Library Services and Technology Act (LSTA) and related Federal support for the nation's museums and libraries;
- \$50,000 to support Commission activities on disaster preparedness and emergency response;
- \$50,000 to support Commission initiatives on services to special populations; and
- \$40,000 for the evaluation the Commission archives and preparation material for transfer to the National Archives and Records Administration. [\$514,000]

Other Contractual Services - This object class covers items such as lease, repair and maintenance of equipment, maintenance of computers and the local area network, meeting space, booth fees for Commission exhibits at national and international meetings, transcription services, and memberships in organizations such as the National Information Standards Organization (NISO), International Federation of Library Associations and Organizations (IFLA) and American Society for Information Science and Technology (ASIST). [\$49,000]

Government (Interagency) Services - This object class includes the memorandum of understanding (MOU) with Department of Education for administrative and fiscal services, as well as payments to the General Services Administration and Office of Personnel Management for their administrative support. In some prior years, it has included payments to the FBI for its background investigations on Commission nominees. [\$25,000]

Supplies and Materials - This object class covers all office supplies, subscriptions to professional journals and periodicals, and the purchase of books for the NCLIS reference library. New staff members and research projects account for the majority of the increase. [\$21,000]

Equipment - This object class covers replacing and upgrading NCLIS office and computer equipment. This includes upgrading computer hardware and software as well as expansion of the Commission's network to support faster and more reliable Intranet and Internet services for Commissioners and staff and to improve communication with NCLIS constituents through the Commission website. Obsolete equipment will be donated to organizations that refurbish the equipment and donate to schools and libraries. New staff members and the obsolescence of currently owned equipment and software account for the majority of the increase. [\$55,000]

Due to the fact that the Administration requested no funding for NCLIS in FY 2003, the Commission may cease ongoing operations. If the Commission is to close in FY 2003, it is estimated that \$475,000 will be required for salaries and expenses to close outstanding obligations, prepare records for transfer to the National Archives and Records Administration, arrange for the disposition of furniture and equipment, and severance pay. It is estimated that these activities could be concluded not later than December 31, 2002, or three months following passage of the FY 2003 appropriations bill, whichever comes later.

APPROPRIATIONS HISTORY

(in thousands)

Fiscal Year	Admin. Request to Congress	House Allowance	Senate Allowance	Appropriation
Supplemental 1972	200	not considered	200	200
1973	406	406	406	406
1974	406	406	406	406
1975	502	409	409	409
1976	502	409	468	468
1977	517	517	493	493
Supplemental 1977				15
1978	607	598	598	598
1979	683	660	683	660
1980	668	668	668	668
Pay Supplement 1980				18
1981	691	691	691	691
1982	750	702	702	674
1983		674	674	674
1984	553	553	674	674
1985	690	690	720	720
1986		690	690	660
Sequester 1986				-30
1987	690	660	690	660
Pay Supplement 1987				23
1988	791	750	791	718
1989	755	750	750	741
1990	770	750	770	750
1991	777	750	750	732
1992	911	750	911	831
1993	1,000	590	982	889
1994	904	904	904	904
1995	904	901	901	901
1996	962	450/829	829	829
1997	897	812	897	897
1998	1,123	1,000	1,000	1,000
1999	1,000	1,000	1,000	1,000
2000	1,300	1,300	1,300	1,295
2001	1,495	1,295	1,495	1,495
2002	0	1,000	1,495	1,000

Note: Until the enactment of PL 102-95 in FY 1992, the statutory ceiling on the annual appropriation for NCLIS was \$750,000.

STAFFING HISTORY

<u>Fiscal Year</u>	<u>Full-Time Equivalent Positions</u>
1984	9.5
1985	11.0
1986	11.0
1987	9.0
1988	9.0
1989	10.0
1990	9.5
1991	6.5
1992	6.0
1993	6.0
1994	6.0
1995	9.0
1996	9.0
1997	9.0
1998	9.0
1999	9.0
2000	9.0
2001	9.0
2002	7.0

Note: In FY 2003, the Commission expects to increase the number of positions utilized for Commissioners salaries from 1 to 2. Additional senior professional positions are planned in FY 2003 to staff major Commission program areas.

**MEMBERS OF THE U.S. NATIONAL COMMISSION ON
LIBRARIES AND INFORMATION SCIENCE**

FY 2001

Commissioner	Term Expiration	Profession	Estimated FY 2001 Salary
Martha B. Gould NCLIS Chairperson Reno, NV	2002	Retired public library director	\$34,949
Joan R. Challinor, Ph.D. NCLIS Vice Chairperson Washington, DC	2004	Historian	\$5,186
C. E. Abramson ⁴ Missoula, MT	2000	Real estate broker	\$10,887
Walter Anderson ¹ New York, NY	2000	Author, editor	\$ 0
Rebecca Bingham Louisville, KY	2001	Retired school library system director	\$3,274
LeVar Burton ¹ Los Angeles, CA	2000	Actor, film and TV director	\$ 0
José-Marie Griffiths, Ph.D. Ann Arbor, MI	2001	University CIO	\$2,803
Jack E. Hightower, Esq. Austin, TX	2004	Attorney	\$7,964
Paulette H. Holahan ⁵ New Orleans, LA	2004	Retired judicial administrator	\$3,300
Marilyn G. Mason ² Tallahassee, FL	2003	Retired public library director	\$3,772

⁴ Commissioners Abramson, Anderson and Burton served one additional year beyond the expiration of their terms as allowed under 20 USC 1505(a)(1)(B), and their service ended on July 19, 2001.

⁵ Commissioners Holahan, Mason and Robinson received recess appointments, and their service ended with the adjournment of the first session of the 107th Congress.

Commissioner	Term Expiration	Profession	Estimated FY 2001 Salary
Bobby L. Roberts, Ph.D. Little Rock, AR	2003	Public library director	\$1,414
Donald L. Robinson ² Washington, DC	2002	Director, federal internship programs	\$5,230
James H. Billington Washington, D.C.	<u>ex officio</u>	Librarian of Congress	N/A (Federal employee)
Winston Tabb (Alternate for Dr. Billington) Washington, DC		Assoc. Librarian for Library Services, Library of Congress	N/A (Federal employee)
Beverly Sheppard Washington, DC	<u>ex officio</u>	Acting Director, Inst. of Museum and Library Services	N/A (Federal employee)
Robert S. Martin, Ph.D. ³ Washington, DC	<u>ex officio</u>	Director, Inst. of Museum and Library Services	N/A (Federal employee)
TOTAL			\$78,778

NOTES:

Terms of the Commissioners expire on July 19th of the years listed above. However, P.L. 102-95, Sec. 5 (2) states "...the term of office of any member of the Commission shall continue until the earlier of (A) the date on which the member's successor has been appointed by the President; or (B) July 19 of the year succeeding the year in which the member's appointed term of office shall expire."

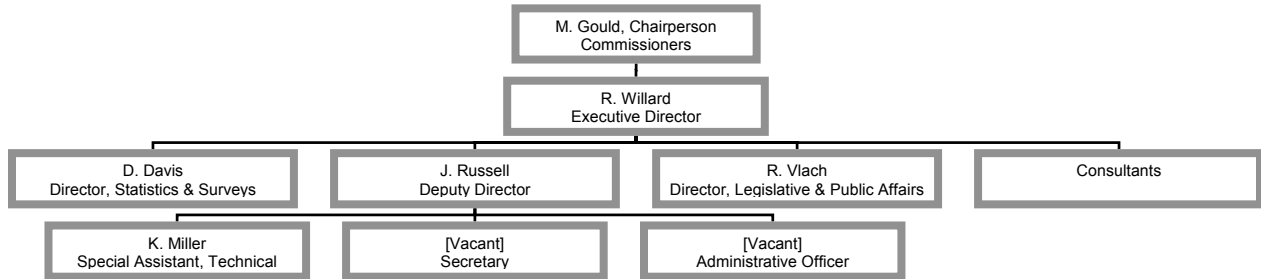
Historically, a few Commissioners have chosen not to earn salary when working for NCLIS. However, budget projections assume that each Commissioner may choose to be paid salary for the days served.

There are currently 8 vacancies on the Commission. Two Commissioners (Dr. Griffiths and Ms. Bingham) are serving during the one year extension provided in the statute.

³ Dr. Martin was appointed Director of the Institute of Museum and Library Services in August, 2001.

NCLIS ORGANIZATION CHART

As of September 30, 2001



FY 2000 MEETINGS

November 1999 Washington, DC	Joint Meeting with the National Museum Services Board; ¹ Business sessions in conjunction with American Society for Information Science (ASIS) meeting
February 2000 Los Angeles, CA	Business sessions in conjunction with <i>Los Angeles Times</i> and Los Angeles Public Library
April 2000 Washington, DC	Business sessions in conjunction with first National Library Services Awards and National Library Week
September 2000 Washington, DC	Joint Meeting with the National Museum Services Board; Business sessions
Ongoing Washington, DC and Other Locations	Meetings with legislative and executive officials, library and information associations and other not-for-profit groups to discuss mutual concerns, especially federal information dissemination policy, libraries and the National Information Infrastructure, and federal grant programs for libraries.

FY 2001 MEETINGS

November 2000 Washington, DC	Business sessions in conjunction with a public meeting on the <i>Comprehensive Assessment of Public Information Dissemination</i>
April 2001 Cincinnati, OH	Business sessions in conjunction with the hearing on <i>School Libraries: knowledge Navigators Through Troubled Times</i>
August 2001 Boston, MA	Business sessions in conjunction with the annual conference of the International Federation of Library Associations and Organizations (IFLA)
September 2001 Old Sturbridge Village, MA	Joint Meeting with the National Museum Services Board [Postponed due to terrorist attacks on September 11, 2001]
Ongoing Washington, DC and Other Locations	Meetings with legislative and executive officials, library and information associations and other not-for-profit groups to discuss mutual concerns, especially federal information dissemination policy, libraries and the National Information Infrastructure, and federal grant programs for libraries.

¹ A minimum of one joint meeting of NCLIS and the NMSB per year is required by law.

FY 2002 MEETINGS

October 2001 Washington, DC	Business sessions in conjunction with Commission initiative on Trust and Terror: New Demands for Crisis Information Dissemination and Management.
December 2001 Washington, DC	Business sessions in conjunction with Commission initiative on Trust and Terror and the Joint Meeting with the National Museum Services Board
June 2002 Washington, DC	Business sessions in conjunction with the Joint Meeting with the National Museum Services Board
Ongoing Washington, DC and Other Locations	Meetings with legislative and executive officials, library and information associations and other not-for-profit groups to discuss mutual concerns, especially federal information dissemination policy, libraries and the National Information Infrastructure, and federal grant programs for libraries.

The objective is for the full Commission to meet quarterly, with at least one meeting each calendar year including a joint session with the National Museum Services Board (NMSB), as required by law. Between meetings the Commissioners stay informed and involved through telephone conference calls, electronic mail, the NCLIS web site, monthly executive director's reports and other means.

NCLIS committees and working groups meet—separately and/or in conjunction with meetings of the full Commission—to proceed with their activities, with the approval of the NCLIS Chairperson. The Executive Committee meets as needed, either in person or by telephone conference call, usually every other month.

The NCLIS Chairperson, other Commissioners and staff continue to meet with officials in Congress and the Administration, federal government officials, library and information associations and other private-sector groups to discuss mutual concerns, especially federal information dissemination policy, libraries and federal grant programs for libraries.

Hearings and forums are held to appraise the adequacies and deficiencies of current library and information resources and services and evaluate the effectiveness of current library and information science programs.