

Council of State University Libraries  
Collections Planning Committee

Meeting Minutes  
September 20, 2007  
2<sup>nd</sup> day of Orlando meeting  
Final draft with corrections

**Present**

Brenda Wright (FAMU); Linda Barrette (FAMU-LAW); Rita Pellen (FAU); Michele Newberry (FCLA); Claire Dygert (FCLA); Becky Donlan (FGCU); Tony Schwartz (FIU); Roy Ziegler (FSU); Carolyn Klatt (FSU-MED); Michael Arthur (UCF); John Ingram (UF); Cecilia Botero (UF-HSC); Sarah Philips (UNF); Larry Heilos (USF); Helen Wigersma (UWF); Jeanette Ward (UCF).

Recorder is Tony Schwartz.

**CSUL web site change**

The CSUL web site ([www.csul.net](http://www.csul.net)) is now hosted by FSU rather than FCLA.

**Approval of Minutes**

The minutes of the August 14, 2007 conference call were approved with corrections, and distributed by e-mail later the same day.

**Selection of Vice-Chair/Chair-Elect**

In January 2008, Roy Ziegler becomes Vice-chair/Chair-Elect; and Becky Donlan, Chair.

**Task Force Reports and Discussion**

**1. Janus Issues Task Force (Roy Ziegler and Michael Arthur)**

Roy gave an overview of the history of Janus. In October 2005, Cornell University held a conference, mostly attended by upper-tier ARL libraries, on the future of collection development. A report was published in *Library Resources & Technical Services* vol. 50, no. 4, pp. 244-51 (distributed). This was an ALA topic last year and for CPC at its February, 2007 meeting in Ft. Meyers. Roy emphasized that Janus is not so much a philosophical matter but one for strategic planning.

Michael suggested that our editorial recommendations focus on the composition of the various working groups, effects of the current budget reduction on such plans, inclusion of medical and law libraries, and extensions to some of the time frameworks.

Roy and Michael's revision, to include an executive summary and links to the *LRTS* article and to a Janus video, will go to the CSUL directors for their December meeting.

Most of the discussion was on challenge one: RECON (converting the scholarly record). A need is to clarify the role of the Special Collections Subcommittee. This challenge reflects the transition now under way from PALMM special digital collections to mass digitization of selected print resources. Such resources will require more quality control than that typical of Google-type conversions. This challenge should be aligned with development of the CSUL storage facility.

Some of the other challenges do not require substantive revisions: #2 (PROCON, prospective conversion); #4 (licensing principles and publisher relations); and #6 (alternative channels for scholarly communication). In #6, we need to correct the spelling of SPARC.

Challenge #3 (creating core collections) should include medical and law libraries.

Challenge #5 (archiving) should include WorldCAT analysis and will require a delivery service. The goal should omit the word "all."

## **2. Special Collections Subcommittee** (Mark Greenberg, by telephone)

This subcommittee's most recent conference call, on August 28<sup>th</sup>, discussed how to adapt its January 2007 goals to the budget reduction. Without a FCLA allocation, only a few CSUL members have funds for digitization projects. Those members as a subgroup will focus on projects of institutional histories. Claire Dygert noted that the Washington Library Consortium found that digitization of student newspapers from the 1960s and 1970s was popular, especially for alumni and generated monetary support from them for the project, an option that may be worth considering for future CSUL digitization projects.

Non-digitization projects will likely focus on cataloging standards of descriptive metadata, disaster preparedness and recovery, descriptive bibliography standards for rare books, and insurance.

Regarding insurance, no special collection in the state has it because, as the University of Florida found, it is too expensive. Mark cited figures of \$7K to cover \$2.5M a year, based on 28 cents per \$100, with a \$100K limit per item. Roy Ziegler noted that a BOT subcommittee is looking into statewide insurance for CSUL institutions that would include library collections. Dr. Julia Zimmerman, Director at FSU, serves as the CSUL representative on the subcommittee.

## **3. E-Book Task Force** (Carolyn Klatt)

Helen distributed the draft committee charge. It was recommended that licensing be added to the bulleted list of issues. The essential question is how to define "core."

Carolyn distributed a spreadsheet of current e-book vendors used by CSUL libraries. Everyone should send updates to the spreadsheet of holdings.

4. **Law Library Task Force** (Ed Hart)—no report.

5. **Collection Statistics Task Force** (Becky Donlan)

The essential question is what Aleph can count so we know what we can measure, particularly with regard to serials. A broader goal is a call-number project that would correlate collections by LC class and circulation data. Michelle Crump will be the new chair of this task force.

#### **Remote Storage Discussion / JSTOR Survey** (Roy Ziegler)

Ten libraries completed the March survey; most have JSTOR components and are considering removal of print volumes to relieve space needs; some are not binding issues within the three-to-five-year period before the volumes are archived by JSTOR.

We need a more refined inventory of specific title holdings with information on the final place for removed volumes. The Center for Research Libraries has about 80% of JSTOR print holdings with an aim for 100%. Claire Dygert said that she could provide the print-volume holdings information. Eventually we may want to expand remote storage inventorying and planning to Project Muse and Heine.

**Action Item:** Members agreed to submit an inventory of JSTOR titles with detailed holdings and linear footage held in their library(ies) to Roy Ziegler by the end of 2008. This information will be beneficial for remote storage planning.

#### **2007 CPC Goals: Review of Progress**

Goals # 1 (complete phase 1 of the WCA project) and #2 (develop a recommendation for completion of that project) are completed. Goal #3 (undertake a study of the Janus issues) will be completed by December. Goal #4 (study of e-books) is in progress.

**Action Item:** Members agreed to request that CSUL authorize CPC to have a face-to-face meeting in February, 2008, for the purpose of goal development and discussion of possible membership on task forces recommended in the report of the Janus Issues Task Force.

#### **Medical/Health Center Library Task Force** (Carolyn Klatt)

There are two main concerns: one is to inform BOG that CSUL has an infrastructure for resource sharing among the state medical libraries; the other is to decide the composition of this group and how it should relate to CPC and to ERS.

Discussion focused on inclusion of FAU/U. Miami and the several health-center libraries that are independent of the medical school libraries. CPC did not see an obvious problem with inclusion of U. Miami and Nova Southeastern in a CSUL medical/health center subcommittee.

The CPC supported that a recommendation be made to CSUL that a Medical/Health Library Task Force, under the direction of the CPC, be formed consisting of the autonomous medical/health libraries at UF, USF, FSU, FIU, UCF, and FAU-Miami.

### **Budget Reduction Strategies at Campuses**

These include solicitation of faculty wish lists for books in place of comprehensive approval plans; and WorldCAT analyses of peer-institutional holdings for selected programs as a basis for requests to provosts for supplementary funding.

CPC will not have a conference call in October.

The next conference call is November 13<sup>th</sup> from 1:00 to 3:00.