

Collections Planning Committee
Conference Call Minutes
Tuesday, February 9, 2009
1:00 – 3:00 p.m. (EDT)

Attendees:

Brenda Wright (FAMU), Linda Barrette (FAMU-Law), Rita Pellen (FAU), Claire Dygert (FCLA), Rebecca Donlan (Chair, FGCU), Valerie Boulos (Chair, ERS, FIU), Tony Schwartz (FIU), Janet Reinke (FIU-Law), Barbara Shearer (FSU-Med), Roy Ziegler (FSU), Judy Kelly (NCF), Michael Arthur (UCF), Cecilia Botero (UF-HSC), John Ingram (UF), Sarah Philips (UNF), Monica Metz-Wiseman (USF), Helen Wigersma (UWF), Kathy Miller (CSUL Liaison)

1. Welcome and Roll Call
2. Additions to Agenda/Announcements
Roy reported that the registration for the Collection Development/Resource Sharing Conference scheduled for March in Tallahassee is going well. There is a moderate amount of funding from selected vendors in the form of scholarships for individuals to use for travel.
3. Recorder: Sarah Philips, UNF (Does this belong here?)
4. Approval of January 29-30, 2009 Minutes
The approval of the minutes was tabled pending additional review by Committee members. Becky Donlan will resend the minutes with a deadline for corrections and comments. Becky asked that anyone who has concerns with budget information being included in the minutes to make those concerns known to her.
5. Review of Revised Janus Steering Committee Report
Becky noted the following changes that she made to the Report following the meeting in Gainesville.
 - Included paragraph of explanation before diagram to explain what is meant by core collections.
 - Moved discussion of committee structure.
 - Combined last paragraph to flow better into initiative programs.
 - Changed some topics on activities.

There was discussion from the group on the following items related to the Report:

- Definition of “core collections” and representation in graphic on page 2
- Criteria for identification of titles that should be accessible by all institutions
- Suggestion to look to YBP and other vendors for definitions of core collections

- Recommended activity related to adoption of licensing principles
- Expectations of institutional participation in Janus projects
- Role of Deans and Directors in determining the programs to pursue and plan for implementation
- Proposed shift from print to electronic and considerations for interlibrary loan
- WorldCat Collection Analysis and titles shared
- Question of whether goals and priorities reflect current budget situation

Claire will send the revised graphic to the Committee members. Becky and Claire will work on the definition of core collections. At Roy's suggestion, "Building" will be removed from the top of the graphic. Monica suggested that "management" be changed to "negotiation and management" under Phase I, Core Collections, Activity 2. Barbara suggested that CPC propose a joint meeting between CPC and CSUL for strategic planning.

Becky responded to Tony's question concerning the role of the Steering Committee by saying that the role was to synthesize the Janus Task Force reports and provide recommendations for projects that are revenue-neutral and that are manageable for completion in two years.

The motion was made and seconded that the Janus Steering Committee Report be included in the CPC quarterly report to CSUL which is due on February 16. The Report will contain the revised graphic and suggested changes to the documents. **Motion Passed** with one dissenting vote.

Note: Rita Pellen (FAU) left the call at 1:55 pm and Sarah Phillips (UNF) left at 2:00 pm. Helen Wigersma served as recorder for the remainder of the conference call.

6. Fund/Object Code Task Force:

Becky asked the members to review the charge and membership proposed for this task force. The task force may develop its own action plan and she encouraged the group to complete its work before end of fiscal year rollover (suggested deadline is prior to July 2009). Valerie Boulos noted that Nancy Hershoff (FIU) has volunteered to also be on this task force.

John Ingram moved that the proposal for the Fund and Object Code Task Force be endorsed; Tony Schwartz seconded: **Motion Passed** unanimously

7. Collection Valuation Task Force:

Becky asked the members to review the charge and membership proposed for this task force. The task force may develop its own action plan. Its suggested deadline is the end of 2008-2009 fiscal year. John Ingram (UF) volunteered to be added to this task force. Becky briefly reviewed the summary document she had distributed to the CPC regarding a meeting on May 5, 2008 between representatives from the Florida Board of Governors (including Julia Zimmerman, Director of FSU Libraries) and the Division of Risk Management. Because of Julia's involvement on that group, Roy Ziegler (FSU) noted that she is willing to serve as an *ex officio* member of this Task Force. He also reminded us that CSUL has asked CPC to review and make a recommendation regarding the issue of standardized library valuations and is awaiting a report from us.

John Ingram moved that the proposal for the Collection Valuation Task Force be endorsed; Helen Wigersma seconded: **Motion Passed** unanimously

8. ERS Update – Valerie Boulos touched on several items:

- Valerie announced that two new members have been added to ERS. One is from FIU – Med and one is from UCF- Med.
- She noted that they are trying to standardize the timeframe within which all database use statistics are to be reported. In 2008 the statistics were reported on a calendar year rather than fiscal to accommodate the early ERS meeting schedule. There is some discussion on whether to continue this practice to align statistics with COUNTER reports, or to continue reporting on a fiscal rather than calendar year to assure the ability to compare from one year to the next.
- ERS decided not to revisit a discussion of canceling Lexis/Nexis Academic. As its subscription term is on a fiscal year basis and the renewal decision is out of sync with the other databases and needs to be addressed early. ERS had done a thorough review of this database several years ago and no major changes have taken place since then.
- A small “steering group” of ERS members are designing a database prioritization process and hope to have the procedure finalized soon. They anticipate having results back from the ERS as a whole by mid-April
- ERS anticipates that inflation and/or reduction of database allocation may require cancellations, and will use the prioritized list to make these decisions.
- They also plan to use the prioritization process with the “unmet curricular need” list (the old “wish list) to determine whether the high priorities on it may be more important for purchase than some of our existing databases.
- In response to a question about the timing of a face-to-face meeting for finalizing a recommendation for CPC and CSUL by September, Valerie indicated that they hoped to have that meeting in August. They are also exploring suitable virtual options for conducting the voting if travel funds become a problem for members.
- Core electronic collection for BOG: The BOG has asked FCLA what a core collection for the SUS might look like. Claire Dygert provided a brief update on a profile of a core collection she is putting together based upon current FCLA collections and overlapping e-resource collections at the SULs. At the January CPC meeting, she had shared information on the process she was using, and she noted that she and Melvyn Davis from CCLA have been discussing the possibilities and the expenditures. They hope to incorporate some of this information into a draft of the white report for CSUL at their March meeting.

With no further business, Becky reminded us that the next CPC conference call would be on March 10, 1:00 – 3:00 EST and the meeting was adjourned.

Second section recorded by: Helen Wigersma (UWF)

Respectfully submitted
Sarah Philips UNF
February 11, 2009