

Council of State University Libraries
Strategic Planning Session
Thursday, June 8, 2006, 8:30 A.M.-Noon
University of West Florida
John C. Pace Library Conference Room (Room 116)

Members Present: Barry Baker (UCF), Dale Canelas (UF), Laurel Crump (New College), Jim Corey (FCLA), Antonie Downs (FIU), Shirley Hallblade (UNF), Kathy Miller (FGCU), William Miller (FAU), Derrie Perez (USF, Chair), Dana Sally (UWF, Recorder), Lauren Sapp (FAMU), Bill Summers (FSU)

This strategic planning session was an extension and continuation of an initial discussion held on March 9, 2006, at the University of North Florida. Derrie Perez, CSUL Chair, developed the agenda for the meeting and discussion followed the topics outlined. After a round of introductions, work on the agenda commenced.

1. **Agreement on agenda**

The group reviewed the proposed agenda and approved it without change.

2. **Minutes of March 9, 2006**

Minutes of the March 9, 2006, strategic planning session were reviewed and approved by the group as written.

3. **Review set questions about FCLA future service**

Jim Corey reintroduced the set of 17 questions/issues that he had first developed for consideration at the initial strategic planning discussion in March, 2006, by indicating that the purpose of the initial discussion of these questions was to identify issues the group wanted to address sooner rather than later. With that, Jim described the current situation with regard to FCLA's purchase of Endeca, a product that would provide a new, improved public interface to the ALEPH database. Jim indicated that he thought buying Endeca was warranted at this time. A general discussion of Endeca versus PRIMO ensued. Though Endeca and PRIMO are conceptually similar, PRIMO seems to be in very early development and there is some question about when, if ever, it will be a fully developed alternative to Endeca. However, should PRIMO meet its alleged potential, it could supplant Endeca in the future, if the CSUL and FCLA boards so chose. Jim indicated that going with Endeca now was simply a matter of going with the best tool at present, which is FCLA's basic operational approach to technologies of this type.

After further discussion relating to how adopting Endeca would affect FCLA priorities, timelines, etc., the group endorsed, by acclamation, the purchase of Endeca, with the understanding that the PRIMO development would be closely followed.

Jim Corey then initiated a discussion of the 17 questions that he originally proposed. He presented a list of the questions from the initial March meeting, with comments and notes that emerged from that original discussion. Additional review of these numbered questions revealed the following:

- (1) There was agreement that a virtual union catalog seemed the most reasonable approach and that there is no need for physically separate catalogs.
- (2) Currently, Ex Libris's unmediated borrowing feature does not work. Jim Corey indicated that the SUNY implementation was a failure. There was discussion of the priority of this feature, and several indicated that this function was not a top priority for their libraries, given the other work that currently needed to be done. There was general agreement that such a feature has some utility and attraction, but that accountability and ILL processes needed to be thoroughly investigated and better understood.
- (3) There was discussion of how various libraries are using CMS (course management systems). CMS's have great potential for more closely tying library resources to specific course offerings. Jim indicated that FCLA could provide training, on Ex Libris product features that enable linking between CMSes and library services, if desired. It was generally agreed that there is no current priority for FCLA to do this.
- (4) This question was addressed by the Endecca discussion (see above).
- (5) No further discussion.
- (6) Not an urgent priority.
- (7) With regard to FCLA taking on system-wide digitizing functions, the group decided to ask DDAC to provide a system-wide needs assessment from the members and to provide a list of known vendors for such digitization efforts/activities.
- (8) No discussion.
- (9) Jim explained that the matter of FCLA's balancing support for system-wide collaborative efforts versus individual libraries, or groups of libraries, arose in the context of SFX and MetaLib implementations. After some discussion, there was general agreement that individual libraries should be able to request technical help from FCLA for products/services commonly held and that the FCLA Director (Jim) should use his/her judgment about the extent and nature of support provided. There was further agreement that such an understanding should be formally stated and incorporated into the FCLA/CSUL Strategic Plan.

- (10) There was further discussion of DigiTool as an institutional repository management tool. It was reemphasized that there is still time for individual libraries to decide how they want to implement its use. Jim indicated that FCLA was converting PALMM collections to DigiTool. He also clarified that each library may work both individually and collectively. FCLA runs the hardware; each library may put in content and metadata.
- (11) There was general agreement that FCLA would provide training where and when needed, depending on the Director's judgment, as discussed with regard to Question No. 9.
- (12) It was agreed that library directors should share their Continuation of Operations Plans (COOP) with Jim Corey between now and the September meeting and that FCLA's role in library disaster recovery should be put on the Director's discussion agenda for the September, 2006, meeting.
- (13) There was general agreement that accepting materials from non-CSUL organizations/institutions into PALMM could be beneficial and therefore seemed appropriate. However, it was also agreed that before such materials were accepted for PALMM inclusion from external institutions that there should be review by interested CSUL institutions and FCLA. It was decided that FCLA and CSUL should develop a general policy/procedure statement that would outline appropriate review processes and procedures for such requests.
- (14) Jim Corey will obtain more information on the Open Content Alliance and bring that information to the September, 2006, meeting in Gainesville.
- (15) DDAC will be asked work with FCLA to identify standards and protocols that FCLA should support.
- (16) Jim Corey was asked to provide a greater sense of what actually is meant by FCLA's "supporting e-journal publishing" before further discussion of this issue.
- (17) Since it is not known how much time FCLA spends representing CSUL needs to Ex Libris and other vendors, it is not possible for CSUL to answer this question, but if any library thinks that some of its problems reported to FCLA are not getting proper attention from Ex Libris, please let FCLA know.

4. **Review of FCLA Strategic Plan**

For discussion, Jim Corey provided drafts of a full and abbreviated version of FCLA's Strategic Plan for 2006-2010. The group asked that discussion center on the full version, since it contained more specificity and detail. Jim briefly mentioned the activity related to migration to ALEPH version 18 (Goal 1), and the support that DigiTool offers for local

creation of digitized content. Further discussion related to funding (Goal 13), and the following points were made:

- The basic strategy for presenting the FCLA funding request to the BOG and legislature needs to be reviewed and perhaps changed;
- More and better information regarding the timing of budget considerations and decisions in Tallahassee needs to be provided to the Directors;
- Additional/different mechanisms for increasing the visibility of FCLA with the legislators and legislative staffs need to be identified;
- The “packaging” and “pitching” of FCLA’s LBR should be reconsidered;
- Jim will continue to consider ways to increase FCLA budget request visibility.
- Jim will talk to Larry Abele (FSU) to discuss strategy and a possible meeting with Chancellor Rosenberg and staff. If the Chancellor and Provost Abele agree to the meeting, two to three CSUL directors will be asked to join Jim, depending on their availability.

5. **Report of strategic planning draft updates:**

(1) & (2)

Dana, Barry, and Lauren provided a draft version of an updated vision statement. The working groups indicated that there was reason to think that our vision statement and mission statement enjoyed too much overlap and that, perhaps, they needed to be considered and re-created in tandem. Shirley Hallblade, who had worked on redrafting the mission statement, agreed that the two statements needed to be reconsidered, but together. Barry, Dana, Lauren, and Shirley were asked to redraft the vision and mission statements in light of this discussion for the September 2006, meeting.

(3)

Dale Canelas asked that members send her additional readings pertinent to planning library futures.

(4) & (5) (Goals 1, 2, 3, 4, 5, 6)

After some discussion, it was agreed to retain the goals as restated by the working groups (Goals 1-3: Kathy Miller, Laurel Crump; Goals 4-6, Bill Miller) as working drafts until completion and agreement on the vision and mission statements is final.

It was suggested that since Goal 6.2 relates to the former Board of Regents (now defunct) that it be eliminated.

6. **Adjournment**

The strategic planning discussion ended at approximately 12:10 P.M.

**CSUL/FCLA STRATEGIC PLANNING SESSION
ACTION ITEMS AND FOLLOW UP LIST
UNIVERSITY OF WEST FLORIDA
JUNE 8, 2006**

1. During the Planning Session, the directors agreed to the purchase of Endeca, with the understanding that the PRIMO product development would be closely followed.
2. DDAC will be asked to do an SUL needs assessment for digitization of content and identify vendors who are doing, or have done, such work. Derrie will discuss this with the DDAC chair, Todd Chavez (USF), and a deadline will be established.
3. FCLA is asked to develop a formal statement for its strategic plan indicating that a SU library director/dean or designee may ask the FCLA Director or designee for assistance with any commonly held product and that the FCLA Director will his discretion and judgment in responding.
4. Directors will share campus COOPs with Jim Corey, preferably in electronic form before the September 2006, meeting. This topic will be a directors' discussion item in September.
5. FCLA will develop a policy/procedure statement regarding review of items accepted from external agencies for inclusion in PALMM. DDAC will be asked to work with FCLA.
6. Jim will obtain additional information regarding the Open Content Alliance for the September meeting.
7. DDAC will be asked to identify standards and protocols for FCLA's potential support of entities outside the SUL. Derrie will discuss this with DDAC chair, Todd Chavez (USF), and a deadline will be established.
8. Jim Corey will provide a more developed sense of what FCLA might offer in support of e-journal publications, to be discussed at the September meeting.
9. Jim and the directors will work together to develop increased visibility for FCLA's LBR. Jim will talk with Larry Abele (FSU) to discuss future strategies and meet with Provost Abele and Chancellor Rosenberg if they agree a meeting would be useful.
10. Shirley, Dana, Lauren, and Barry will rework and integrate the vision and mission statements for discussion at the September meeting.

Recorded by,

Dana Sally
June 13, 2006