

Public Services Planning Committee (PSPC)
Monday, June 2, 2008

2:00 pm to 3:30 pm

Minutes

Attendance: : Laurel Crump, Chair (UNF), Phyllis L. Ruscella (USF), Elizabeth Outler (UF Law), Kristine Shrauger (UCF), Barbara J. Stites (FGCU), Michele Newberry (FCLA), Jean Phillips (FCLA), Joyce Johnson (FAMU), Lorelle Anderson (FAMU Law), Jennifer Kuntz (FCLA), Rebecca Bichel (FSU), Jan Stone (FIU Law)

Notetaker: Jan Stone, FIU Law

Additions to Agenda *No additions to agenda; FCLA report to follow minutes*

Approval of Minutes from April 28, 2008

Minutes approved after striking sentence reading: FCLA representatives will also be looking at CCLA's implementation of shared storage. Also amended : 3M

FCLA Report

Today is last day for NOTIS. Will be taken down and no longer available after tonight (6/2).

*FCLA **self-check machine** moved to UF library. Needed different mount for bar code scanner due to placement of barcode on books. Still awaiting installation by 3M on new placement of scanner. Also Wendy and Jennifer are training on use of machine at UF.*

CCLA's Scott Schmucker visited FCLA to discuss patron-initiated (and shared storage) ILL through ALEPH. Testing ALEPH ILL capabilities, but also looking at possibilities for shared storage. Need to change from 11 separate instances (patron points) to one. Question is: how to manage use of one item when all records say "storage." Need to have items retrieved through less circuitous routes and also manage to treat all patrons same way. Currently, request from patron in holding institution gets HOLD request; same request from patron at another institution registers as ILL request.

Subcommittee Reports

- Circulation Services (Bridgett Turnipseed)
No meeting; no report.
- Interlibrary Loan (Michelle Foss)
*Michelle Foss asked if there would be **face-to-face meeting** of subcommittees. Suggestion was to make this more of a working group meeting rather than just an update meeting. Travel budgets may affect this. Suggestion was to ask for request to go out from PSPC requesting Deans/Directors to support travel to this meeting, with additional recommendation from FCLA. Meeting likely toward end of year.*

Phyllis asked if we could re-think guideline/policy of not making request by ILL for a resource that was checked out at home institution. Checkout period for ILL is short---three weeks. This could encourage greater use of our collections. Michelle said that this has been discussed in subcommittee, but question arose as to who would decide this policy---the local institution or would all schools participate. Members present were asked to speak to their ILL subcommittee rep about changing this guideline.

Another issue raised was whether an institution which had an item only in e-format could request the same in printed format through ILL. Again, consensus was that we should encourage greater use of our collections by making them available in this circumstance.

- Information Literacy (Jacque Druash)

Generic podcast tentatively scheduled for December 2008. Could be used by all institutions. Topic is "How to use Endeca."

Jacque also encouraged us to check their website for info literacy materials.

- OPAC (Melinda Gottesman)
Melinda checked in from New Orleans to report. Keyword search/ "Search begins with" options now available. Soon be able to text message call numbers on cell phone. Catalog being enhanced to show where item is located in library, including map being built in.

Jason Fleming will write up something on usability study which Melinda will send by e-mail.

PSPC Action Plan

- 1.1 Phyllis ---sent summary to Jacque in anticipation of distribution to the group. Discussed extensively with Becca: 1) Can GPO dataminer be used to generate list of holdings? 2) Can MARCive include tape load for just electronic GPO documents. If so, we could get these with URLs embedded into our catalogs.3) Can FCLA do a tapeload?

*UF intends to put almost all of gov docs into a shared storage facility. Suggesting 2 copies in storage---1 non-circulating (from UF collection) and 1 circulating—for selected titles to backup the electronic version. . **Phyllis sent written summary of this issue for addendum to these minutes, see below:***

Questions <seeking answers>

Can GPO Data Miner be used to generate collated listing of holdings in SULs?

Can Marcive provide tapeload that only includes electronically accessible GPO documents (with imbedded urls)?

If so, can FCLA do a centralized tapeload for the records of electronic only Gov Docs?

Recommendations

2 copies of *select GPO titles be retained in the planned SUL Shared Storage Facility.

Regional copy to be the archival copy, non-circulating

Additional copy from one of the SUL Selective Depositories, circulating

*select means core series, such as Serials Set, U.S. Reports, Federal Register,, etc. to be identified by an appointed Task Force

It was determined that several of the SULs have been purchasing the Lexis-Nexis digital products to replace lengthy runs of print gov docs, i.e. Congressional Hearings Serials Online Congressional Record (new product)

For those digital products/titles, it may be sufficient to retain only one print copy in Storage Facility.

Jean at FCLA will also be discussing issue with Phyllis and Becca. Next month, Phyllis will report back on the 3 questions.

2.1a Shelley --not present

2.1b Barbara

Thanked those who worked with/for her and issue will be discussed at upcoming CSUL meeting. Recommendation has distributed to group already. Request was made to have this sent again. Consensus was that this should be posted as separate document on the PSPC website.

Michele Newberry suggested that all committee reports should be posted on website.

2.1c Bridgett -

Bridgett reported that she has been having difficulty getting into the archive

2.2 Michelle V; Elizabeth O and Becca B

These three will be talking more later this week. Do expect e-mails asking us to help with collection of policies and stats that cannot be retrieved on website to assist this group in gathering data.

Research support services---stats are for what hours someone is at the reference desk. Question has arisen because different institutions call services different things. Are we asking about full service to all, including faculty services, or does it just mean hours at the desk. Q: as the library becomes more of a learning center/commons, how do we draw lines between the tiers of information service? What happens when you add technical support?

We need to be careful to define what our statistics include at each level of service.

3.1 *Jacque reported that she and Nancy Cunningham are working a generic podcast for searching Endeca, to be done by Dec. 2008.*

3.2 Nancy C

5.1 *Melinda reported that Jason Fleming will be writing something to the Listserv on the action plan.*

5.2 Meg

Announcements

Call with heads of public services across the state this Friday at 1 pm, or at another time, if unable to make this call, to learn more about what services the library provides for undergraduates. Law libraries are considered one of the "outside services" for purposes of this study.

Phyllis reported that a new communications manager being hired at USF. Also writing a proposal for 24/5 operation of the library. Will be opening a new "greeter" desk in the learning commons. And, they are introducing WorldCat local this fall. (Check U of Washington libraries to see how this works.) Could mean an increase in ILL.

At FGCU, their new public services librarian will focus on assisting with information literacy, but the library will be closing on Saturdays. UWF library has been closed Saturdays.

Respectfully submitted,

Jan Stone, FIU Law

Next meeting: Monday, June 23, 2008. Note taker: Jan Stone (FIU Law)