

**CSUL Meeting**  
**Thursday, March 7, 2013**  
**12:00pm – 4:30pm**  
**University of Florida**  
**Gainesville, FL**

**Members present:** Barry Baker (UCF); Tom Breslin (FIU) Brian Doherty (NCF); Bob Dugan (UWF); William Garrison, Chair (USF); Shirley Hallblade (UNF); Kathleen Miller (FGCU); William Miller (FAU); Judy Russell (UF); Ruth Swan (FAMU); Julia Zimmerman (FSU)

**Guests:** Cecilia Botero (UF); Chris Case (UF); William Covey (FLVC); Lucy Harrison (FLVC); Florence Jandreau (USF); Kristine Shrauger (UCF); Betsy Simpson (UF); Lois Widmer (UF)

1. The chair, Bill Garrison (USF), called the meeting to order at 12:15pm. A buffet lunch was provided prior to the meeting. Judy Russell (UF) and her staff were thanked for hosting this meeting and providing refreshments.
2. Agreement of the agenda was made with one exception of change in wording to the agenda on 7a. The heading should read: Last Monograph Copy Policy.
3. Approval of December 6/7 2012 minutes.  
*A motion to approve the minutes from the December 6/7, 2012 meeting was given by Kathy Miller (FGCU), seconded by Bob Dugan (UWF). Motion passed.*  
It was noted that all action items from that meeting has been completed.
4. A discussion was led by Julia Zimmerman (FSU) regarding the timing of the next CSUL meetings and meetings of the FLVC. It was agreed that CSUL will continue their quarterly meetings on the first Thursday/Friday of the month. *The following dates and locations were agreed upon by all.* Location may change due to personnel or hotel availability.
  - a. June 6/7 – hosted by FAU, Boca Raton
  - b. September 5/6 – hosted by FIU, Miami
  - c. December 5/6 – hosted by FGCU, Ft. MyersIn addition, suggestions regarding FLVC meeting location, timing (length), and setting a master calendar were given to Julia to take back to the FLVC Executive Committee for consideration.
5. Bill Garrison (USF) brought to attention that the CSUL website that was formerly maintained by FCLA is in need of someone to host and keep up-to-date. Currently, the chair of the CSUL makes documents available via a libguide for the current year.

**ACTION ITEMS:**

- Bill Miller (FAU) volunteered Florida Atlantic University to host the official CSUL website.
- Lucy Harrison (FLVC) will check to see if FLVC could host the CSUL listservs .

- A CSUL Webmaster will need to be recruited.
6. The completed Administrative Salary for CSUL libraries was distributed by Shirley Hallblade (UNF). It was noted that wording of job duties, not official titles, varied from institution to institution. For the next survey, perhaps this could be corrected by using job duties or areas of responsibility or function could be used.
  7. A power-point presentation was given by Lois Widmer (UF) in addition to a written report from the Statewide Storage Task Force (SSTF).
    - 7a. Last Monograph Copy policy for inclusion in FLorida Academic REpository (FLARE) collection draft was presented by Judy Russell (UF). After discussion, it was decided that the "procedures" would be removed from the policy (and made into a separate document); and rewording in the third paragraph of the policy would make ownership clearer. As a conduit for communication, the SSTF will send the document through Cataloging, Authorities, and Metadata Committee (CAM) and the Collections Advisory Committee (CAC).  
*Bob Dugan (UWF) made a motion to accept the policy with the changes noted; Barry Baker (UCF) seconded. Motion approved.*
  8. Cataloging, Authorities, and Metadata Committee (CAM) charge was reviewed by Betsy Simpson (UF) on behalf of Susan Heron (USF). Suggestions on tweaking wording to add the coordination of other committees with mutual interests were noted.  
*A motion was made by Barry Baker (UCF) and seconded by Brian Doherty (NCF) to accept the charge of the committee. Motion passed.*  
*Judy Russell (UF) made a motion to accept appointments of Susan Heron (USF) as chair, and Amy Weiss (FSU) as chair-elect. Tom Breslin (FIU) seconded. Motion passed.*
  9. SUL Resource Sharing Committee charge was reviewed by Kristine Shrauger (UCF). Wording to clarify the committee's purpose is mainly Interlibrary Loan related (such as UBorrow; Rapid; Document Delivery, etc.) was made.  
*Judy Russell (UF) made a motion to accept the charge; Barry Baker (UCF) seconded. Motion passed.*  
*Kathy Miller (FGCU) made a motion to appoint Kristine Shrauger (UCF) as chair, and LeEtta Schmidt (USF) as chair-elect. Bob Dugan (UWF) seconded. Motion passed.*  
 Kristine stated that a new service for book chapters had been started by Rapid. It was agreed that FLVC would expand the Rapid service to include book chapters for Rapid participants.
  10. A Special Collections & Archives Interest Group statement of purpose was reviewed by Bill Garrison (USF). After adding "any librarian in Florida" may be a member, *Shirley Hallblade (UNF) made a motion to accept; Bill Miller seconded. Motion passed.*  
**ACTION:** Since Mark Greenberg (USF) will be leaving USF in April, Bill Garrison (USF) will appoint someone to be the Moderator of this group.

**ACTION:** A question regarding FLVC's involvement in keeping listserv's active and accurate was raised. Judy Russell (UF) volunteered the University of Florida to monitor the listserv.

11. Elizabeth Killingsworth (UCF) is chairing a new Information Literacy Group and is currently working on the charge which will be presented at a future CSUL meeting.

**ACTION:** Barry Baker (UCF) will work with Elizabeth to insure similar wording to include all interested librarians in Florida can join the listserv.

12. Law Librarians Interest Group had no representative attend the meeting, nor a report.
13. Health/Medical Librarians Interest Group was represented by Cecila Botaro (UF). Cecila reviewed the written report, stressing information on the negotiation process for Elsevier.
  - 13a. **Additional Agenda Item** – during conversations regarding negotiation processes, Lucy Harrison (FLVC) reiterated that FLVC will continue negotiation assistance.
14. Chris Case (UF, a Florida Partner Representative), presented an overview of Kuali OLE (Open Library Environment) project to date. This community-source library management system continues to be funded by Kuali OLE Partners and a Mellon grant and could eventually replace ALEPH.

**CSUL Meeting**  
**Friday, March 8, 2013**  
**8:30am - Noon**  
**University of Florida**  
**Gainesville, FL**

**Members present:** Barry Baker (UCF); Tom Breslin (FIU); Brian Doherty (NCF); Bob Dugan (UWF); William Garrison, Chair (USF); Shirley Hallblade (UNF); Kathleen Miller (FGCU); William Miller (FAU); Judy Russell (UF); Ruth Swan (FAMU); Julia Zimmerman (FSU)

**Guests:** Mark Sullivan (UF); Cecilia Botero (UF); Valerie Boulos (FIU); William Covey (FLVC); Lee Dotson (UCF); Lucy Harrison (FLVC); Florence Jandreau (USF); Betsy Simpson (UF); Laurie Taylor (UF); Lois Widmer (UF)

Continuing agenda:

15. A power-point presentation was given by Mark Sullivan (UF) regarding the status of SobekCM, the University of Florida Digital Collections (UFDC) digital repositories.

Islandora, another digital content management system, was previously voted on and approved by CSUL which FLVC has taken on as a legacy project. Bill Covey

(FLVC) reported that Fedora, Drupal, and DigiTool are currently being used by FLVC. FLVC is looking to maintain fewer digital systems, as with every updated version brings up challenges and is very time consuming.

**ACTION:** After further discussion, it was suggested that FLVC survey colleges and universities to identify the amount of content. An analysis can be given at the next meeting.

16. DiSC – Lee Dotson (UCF) presented the March 2013 quarterly report to CSUL. Since the new FLVC committee, Digital Initiatives standing committee will not begin until June 2012, the CSUL DiSC committee continues to meet to discuss work flow, but does not have authority for funding. Judy Russell (UF) and Bill Garrison (USF) remain on the DiSC listserv and will monitor progress. When the new FLVC committee forms in June 2013, the Florida State Colleges (FSC) will be added to the group.
17. Collections Advisory Committee (CAC) draft charge was reviewed by Valerie Boulos (FIU). Similar changes added to reflect the communication with other FLVC committees and staff.  
*Kathy Miller (FGCU) made a motion to accept the charge, and Tom Breslin (FIU) seconded. Motion passed.*  
*Kathy Miller (FGCU also made a motion to appoint Valerie Boulos (FIU) as chair, and Shari Johnson (UWF) as chair-elect. Judy Russell (UF) seconded. Motion passed.*  
**Additional information** regarding the (long overdue) PDA project was shared. With an August 2013 implementation target date, it appears that publishers are pulling out due to objecting to the 3 uses multiplier instead of a 5 users multiplier.
18. Bill Garrison (USF) reminded the group that E-Resources License negotiations will begin shortly again for Elsevier, Springer and Taylor Francis. It was the consensus of the CSUL group to allow the CSUL Deans that worked on the previous negotiations continue their service. It is expected that meetings will begin at ALA in Chicago.  
**ACTION:** Collection Advisory Committee, Claire Dygert and Scott Schmucker from FLVC will be present at the June CSUL meeting.
19. The White Paper on Shared Bib Authority Control was distributed for discussion as directed from the CSUL December 2012 meeting minutes. This document was accepted by the CSUL in December and now needs to be sent to the new FLVC committee for their review and action. Discussion of centrally funding was held.  
**ACTION:** As follow up, this project needs to be recalculated and placed on the June Members Council meeting.
20. FLVC Update was given by Lucy Harrison (FLVC). She reviewed the notes which were sent prior to CSUL directors regarding staffing and meeting requirements. She also reviewed the strategic planning that took place at the last Members Council meeting. In addition, she announced that the 2013-14 budget will be discussed at the June 3<sup>rd</sup> Members Council meeting in St. Petersburg. Bill Covey

(FLVC) said that reports are still processed the same. He mentioned that additional tracking method is being looked into.

21. Additional requests for information:

- a. Tom Breslin (FIU) asked a question on behalf of his staff regarding forming a Task Force on Scholarly Communication. It was noted that this is now an Interest Group.
- b. Table of Contents service – Betsy Simpson (UF) inquired about a request to fund the service for all of SUS libraries. Julia Zimmerman (FSU) reported that a letter was sent to Jane Hayes in June 2012 and will forward the original message to Bill Garrison (USF) for follow-up.
- c. Bill Miller (FAU) will ask his CIO to join CSUL in June to discuss data curation.
- d. **ACTION:** Valerie Boulos (FIU) asked for those CSUL's who have not responded to Lyris SCOAP3 survey to please do so immediately.

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