



Council Meeting

Thursday, March 1, 2007
University of South Florida, Tampa
Library, 4th Floor, Florida Studies Center
(inside Special Collections Department)

1:00pm – 5pm
6:30pm Dinner at *Don Jose Cafe*
11009 N. 56 Street, Tampa, 813-980-1021

Welcome and Introductions

1. **Agreement on Agenda** [Approval]
2. **Minutes of December 7, 2006** [Ratify] [\[CSUL-Attachment 2\]](#)
3. **Schedule next meetings** [Approval] [\[CSUL-Attachment 3\]](#)
 - May 31– June 1, 2007 – FIU, Miami
 - September 13-14, 2007 – FAU, Boca Raton
 - December 6-7, 2007 – Florida Gulf Coast, Ft. Myers with CCLA
 - March 6-7, 2008 – University of Central Florida, Orlando
 - June 5-6, 2008 – Florida State University, Tallahassee
4. **Updates [Information & Action]**
 - A- **Organizational Document Corrections/Additions** – Kathy Miller
 - B- **Metadata & Cataloging Summit**(November 13-14, 2006) **Status Report** (November 27, 2006 [\[CSUL-Attachment 4.B\]](#) and December 1, 2006 [\[CSUL-Attachment 4.B.1\]](#))
 - (1) TSPC is working on the MetaData subcommittee's composition, membership, and charge. It is an item on the agenda at their next conference call meeting in early March. They will also clarify the relationship between CAGER, the MetaData subcommittee, and the Digital Collections subcommittee (second DL/PALMM Group). TSPC will make recommendations to CSUL via e-mail.
 - C- **Recognition(s) sent on behalf of CSUL** [Information] – Derrie Perez
 - D- **E-Resources Licensing Specialist Search Update** – Jim Corey
5. **CPC Report/ERS Report** [Information & Action] – Helen Wigersma, UWF, chair; Larry Helios, USF representative
 - A- **ACTION:** [CPC Quarterly Report, February 2007] [\[CSUL-Attachment 5.A\]](#)
 - (1) **WorldCat Collection Analysis (WCA) Proposal from SOLINET** [\[CSUL-Attachment 5.A.\(1\)\]](#):
The Collections Planning Committee (CPC) recommends that

- a. CSUL approve the attached proposal from SOLINET to complete Phase I of the collection analysis consulting report;
- b. Funding of the cost (\$7,500) be assessed equally across the ten participating state universities (excludes New College from billing);
- c. FCLA be empowered to initiate the contract for this proposal and be allowed to proceed with billing of the universities in advance of completion of this project.

Note: upon completion of Phase I and receipt of the report from SOLINET, the CPC will discuss and make a recommendation to CSUL, seeking a quote from SOLINET as appropriate, on possible extension and completion of the entire collection analysis project.

(2) Electronic Resources Subcommittee Pilot Project with SOLINET: [see the ERS quarterly report for details - [CSUL-Attachment 5.A.\(2\)](#)]

The CPC recommends that CSUL approve the ERS request to extend the pilot project in which SOLINET is serving as negotiating agent with the University of Chicago and Taylor and Francis. The extension would continue through the next quarter. SOLINET informed ERS that costs to date are significantly less than the maximum amount authorized by CSUL (\$9,750). The ERS agrees that SOLINET staff have made good faith efforts and are coping with some circumstances beyond their control.

(3) Special Collections Subcommittee Goals: [see the SCS quarterly report for details - [CSUL-Attachment 5.A.\(3\)](#)]

The CPC concurs with the prioritized goals that have been advanced by the Special Collections Subcommittee, and asks that CSUL review and approve or provide response. [Two action items:]

1. SCS Selection and renewal of chair
2. SCS Prioritized Goals

(4) Recognition of John Ingram:

The CPC recommends that CSUL join in acknowledgement of the leadership provided by John Ingram who served as Chair of the Collections Planning Committee (previously, Collection Management Committee) from 2003 through 2006. Under John's guidance the committee gained focus and has undertaken discussions and projects leading to a collaborative spirit in addressing state-wide collection development and collection management issues. The CPC extends its appreciation to John for sharing his vision and his expertise and for encouraging the committee to undertake actions to address collection planning challenges.

(5) CSUL Minutes:

In the spirit of open communication, the CPC respectfully requests that the CSUL take whatever steps necessary to maintain current CSUL minutes on its website (<http://www.fcla.edu/csul/index.shtml>). The discussions and actions of CSUL are of importance to many interested parties, including the membership of CSUL committees and subcommittees.

(6) Goals: The CPC welcomes reaction or approval from CSUL regarding the following goals identified as high priority for 2007.

- a. Complete Phase I of the SUL WorldCat Collection Analysis (WCA) project
- b. Based on results of the Phase I project, develop a recommendation for completion of the WCA project, covering all 31 WCA Divisions.

- c. Undertake a study, from the perspective of the Florida SULs, of the collection development/management issues posed by ARL through the Janus Conference with the purpose of developing recommendations for CSUL (may be a two-year project). Issues include:
 - 1. Digitization (both retrospective and future)
 - 2. Core Collections
 - 3. Archiving (may include the topic of state-wide or region-wide storage facilities)
 - 4. Scholarly Communication (may include the topic of Institutional Repositories)
 - d. Complete a study and develop recommendations regarding the impact of e-book purchases on issues such as access vs. ownership, subscription vs. purchase, perpetual access, and availability for interlibrary loan.
- (7) **Portico** (from Digital Archives Task Force Quarterly Report, February 2007) [\[CSUL-Attachment 5.A.\(7\)\]](#)

The SUS should join Portico as a consortium (Cf. www.portico.org). Libraries within participating consortia receive 5% off their individual library archive support payment, and this can be credited retrospectively to US libraries who have already joined Portico individually. Joining in 2007 gives libraries the status of "Portico Archive Founders" and an additional 10% discount. (The 5-year cost of ownership was compared for options of joining in 2006 and in 2007 and 2007 was found to be more favorable.)

Most of the task force agreed it was worthwhile to support Portico now even though content is limited, because only through building support for this infrastructure will we ensure access to more content later. The group (with one dissenting vote) agreed to recommend joining Portico in 2007. However, it should be noted that not all institutional representatives were confident their institutions could afford this investment.

- (8) **Archiving e-Journals** (from Digital Archives Task Force Quarterly Report, February 2007)

The Task Force investigated in greater depth a smaller number of options considered to be most promising for the SUS. In this analysis it considered only electronic journals subscribed to collectively. Coverage, costs and benefits of these options were explored. Based on this evaluation, the Task Force makes the following recommendations to the CSUL.

- 1) Each institution should run its own LOCKSS box. The costs to run LOCKSS are minimal; the software is free and a server runs about \$1500 to \$2000 although it can be run on an older PC. LOCKSS has the advantage that it is easy and inexpensive to run, it preserves the look and feel of journals, and it can be used to replicate titles from smaller publishers not included in Portico.
- 2) Joining the LOCKSS Alliance, a membership organization open to libraries, is not recommended SUS-wide. Participation in the LOCKSS Alliance should be an institutional decision, and will probably be feasible for only the larger institutions.

B- **Janus Challenge** [Information] [\[CSUL-Attachment 5.B\]](#)

6. **PSPC Reports** [Information] – Becca Bichel, FSU, chair [\[CSUL-Attachment 6\]](#)
 - A - **ACTION:** [OPAC Subcommittee Quarterly Report, February 2007]
As subcommittee leadership changes, the roles of the PSPC OPAC Subcommittee and FCLA staff in leading and coordinating these OPAC discussions should be reviewed. The roles of LIBOPAC-L and the new FCLA Endeca blog in ongoing discussions also need to be clarified.
 - B - **Circulation Subcommittee Report**, February 2007
 - C - **Interlibrary Loan Subcommittee Report**, February 2007
 - D - **Information Literacy Subcommittee Quarterly Report**, February 2007
 - E - **OPAC Subcommittee Quarterly Report**, February 2007

7. **TSPC Reports** (February 2007) [Information] – Susan Heron, USF representative [\[CSUL-Attachment 7\]](#)
 - A - **Authorities Subcommittee Report**, February 2007 [\[CSUL-Attachment 7.A\]](#)
 - B - **CAGER Subcommittee Report**, February 2007 [\[CSUL-Attachment 7.B\]](#)

8. **Technical Advisory Group** – Discussion and Election
[Excerpts from Attachment 10 CSUL Agenda, December 1, 2007] [\[CSUL-Attachment 8\]](#)
 - A - Responsibilities & Composition
 - B - TAG Members Required Skill Sets

9. **Director's Discussion** [Information Exchange]
 - A - Independent, outside assessment of FCLA – Jim Corey
 - B - University of California Report – Jim Corey [\[CSUL-Attachment 9.B\]](#)
 - C - Remote Storage Facility – Barry Baker
 - D - digital Library of the Caribbean (dLOC) – John Ingram
 - E - SUL Salary Report – Shirley Hallblade

10. **Adjournment**