



Board Meeting
Thursday, June 8, 2006
University of West Florida
John C. Pace Library Conference Room (Room 116)
Noon – 5:00pm
6:30pm – Dinner at Eat!

Welcome and Introductions

- William Summers (FSU)
- Dan North (UWF/TSPC)
- Other Guests

1. Agreement on Agenda [Approval]

2. Minutes of March 9, 2006 [Ratify] [[Attachment 2.0](#)]

3. Schedule next meetings [Approval]

- September 11-12, 2006 – UF, Gainesville
- December 7-8, 2006 – Indian River Community College, CCLA
- March 1-2, 2007 – FAU, Boca Raton
- June 7-8, 2007 – FIU, Miami

- Review future location summary [[Attachment 3.0](#)]

4. Updates [Information]

- a. Organizational Document Corrections/ Additions – Kathy Miller
 - i. Salary Survey
 - ii. DDAC
 - iii. Information Literacy
- b. SFX Metalib Summit Status Report
 - From the last ERS Report...*A survey was developed and sent through SUL listservs. Monica Metz-Wiseman, Lynn Shay, Athena Hoeppepner from ERS and Todd Chavez (DDAC) met to analyze the results. An additional survey was constructed and distributed, with the intent of receiving one response per university. These will be analyzed and the subcommittee will respond with its recommendations for the summit. [see [Attachment 5.c](#)]*
 - E-Mail from Monica Metz-Wiseman [[Attachment 4.b](#)]

- c. Metadata & Cataloging Summit Status Report
- From the TSPC Report...*The TSPC ultimately could not agree on a rationale for a summit as originally proposed last November. On May 17 a new focus was approved at the TSPC conference call meeting, which is to “(re)define access guidelines for digital and electronic resources” and to “charge CAGER with identifying key metadata issues that need to be addressed with DDAC,” including consistent application of appropriate standards and “issues related to union catalogs, digital collections, and digital collection management software that should be discussed in a cross-departmental, cross-institutional setting.” In addition, the catalog/TS and digitization staffs in our libraries need to be more aware of each other’s workflows, tools, and evolving standards and systems. The summit would be held in Fall, 2006 and a small group of CAGER and DDAC members would begin the planning as soon as possible and make a proposal back to both TSPC and DDAC. Dan North and Naomi Young (UF), CAGER chair, have been invited to discuss this new proposal during DDAC’s June 2 conference call. A proposal for the summit will be submitted to CSUL as soon as it is ready. [see [Attachment 8.a](#)]*
- d. VERDE Meeting Status Report
- From the TSPC Report...*A consortial version of Ex Libris’ Verde electronic resources management software is to be installed in June by those libraries which have bought it (FIU, UCF, UF, and USF) and the planning process with FCLA is underway. [see [Attachment 8.a](#)]*
- e. ERS Database List
1. FCLA LBR 2007/08 [[Attachment 4.e.1](#)]
 2. From the ERS Report...*The ERS revised the list according to the CSUL Directors’ discussion of March 9, 2006 that suggests an emphasis on “biotechnology, nursing, education, and other workforce related areas.” Additional resources were added; Children’s Literature Comprehensive Database (CLCD), CommunicationDisordersDome, Learning Express, Nature Online, ProQuest Education Complete, and Science Online. The revised list is provided in two formats; a descriptive document and a spreadsheet and was attached to the report. [see [Attachment 5.c](#)]*
- f. Pilot Project from SOLINET
- From the ERS Report...*The ERS has decided to approach SOLINET with 2 projects, both of which involve negotiating e-journal packages; University of Chicago Press and Taylor & Francis. We will request a proposal that includes SOLINET costs and what will be delivered for that cost. The proposal(s) will be presented to the CSUL Directors for approval. [see [Attachment 5.c](#)]*
- g. February 2007 Joint Meeting Agenda – Kathy Miller

5. **CPC Report/ERS Report** [Information & Action Items]

a. **CPC Report** [[Attachment 5.a – 5.a.1](#)]

Action Items:

1. *The CPC recommends that the CSUL Directors approve renewing our WCA group subscription.*
2. *The CPC recommends that a position be created at FCLA to use WCA to identify the strengths, uniqueness, and age of our collections, as well as to identify shifts in collecting patterns.*
3. *The CPC recommends that the CSUL Directors hire a full-time staff person (to be located at FCLA) to perform all the duties and responsibilities associated with negotiating, implementing, and monitoring multi-institutional licenses for electronic resources within the CSUL, specifically: Elsevier, Springer, Wiley, Blackwell, Oxford, Cambridge, SciFinder Scholar, and ISI Web of Science/Knowledge, and any other license agreements associated with these major publishers. See draft position description for such a staff person. Also, please cf. quarterly report from the ERS which has been separately submitted. [[Attachment 5.a. 1](#)]*
4. *The CPC recommends approval of the ERS proposal for SOLINET to pursue negotiations for licenses with Taylor and Francis as well as the University of Chicago Press.*

b. **FCLA Digital Archive Succession Plan, “The CPC will define the boundaries of a collection, and will review the Policy Guide.”** [[see FCLA Agenda, item 4](#)]

c. **ERS Report** [[Attachment 5.c](#), [5.c.1](#), [5.c.2](#), [5.c.3](#), [5.c.4](#) and [5.c.5](#)]

d. **Digital Archive for E-journals Subcommittee Report**

From the CPC Report: *John Ingram and Priscilla Caplan are moving ahead with a appointing a taskforce to investigate the opportunities and challenges related to establishing a CSUL-based ‘digital archive’ for materials that we purchase in electronic format, specifically for our electronic journal subscriptions. Rita Pellen and Monica Metz-Wiseman are requested to serve on the taskforce. Priscilla will seek a member of the DDAC to participate. Priscilla Caplan is working on the charge. FCLA is already looking at LOCKSS and PORTICO as vehicles to address this issue. Priscilla remarked that the FCLA archive is not designed to handle commercial e-journals. The FCLA archive is designed as an institutional repository, and e-publishers have a wide variety of formats in which they publish. It can take a lot of effort to massage that data into a single XML format. Priscilla noted that LOCKSS is a replication solution, but not a preservation strategy. Another archival initiative, Portico, appears promising, but it may not cover all our needs. Since the SUL is a big customer in the e-journal business, we should also consider archival avenues specifically designed for us. [[see Attachment 5.a](#)]*

6. **DDAC Report** [Information] [[Attachment 6.0](#)]

7. PSPC Reports [Information]

- a. PSPC Report [[Attachment 7.0](#)]
 - ALEPH Issues [note]
- b. Circulation Subcommittee Report [[Attachment 7.a](#)]
- c. OPAC Subcommittee Report [[Attachment 7.b](#)]
- d. ILL Subcommittee Report [[Attachment 7.c](#)]
- e. Information Literacy Report – Update

From the PSPC Report....*Members were appointed, co-chairs volunteered for 2006, webpage was created on FCLA website, and initial organizational meeting was held on May 8, 2006. PSPC Chair set the agenda and led the discussion. The draft charge was somewhat revised; monthly meeting schedule put in place, and brainstorming about possible goals for remainder of the year were discussed. Volunteer co-chairs Carole Hinshaw (UCF) and Nancy Cunningham (USF) will take the lead now through end of 2006. [see [Attachment 7.0](#)]*

8. TSPC Reports [Information and Action Items] [[Attachment 8.a](#), [8.b](#), and [8.c](#)]

- a. TSPC Report [[Attachment 8.a](#)]

Action Item:

The TSPC recommends that any lists for other committees and subcommittees which are not yet secure be made so as well.

- b. Authorities Subcommittee Report [[see Attachments 8.a](#), [8.b](#)]

Action Item:

Request approval for the Authorities Workshop be held November 2-3 at UCF.

- c. CAGER Subcommittee Report [[see Attachments 8.a](#), [8.c](#)]

9. Director's Discussion [Information Exchange]

- a. Library-wide CSUL Committee members meetings – Derrie Perez
- b. Print subscriptions – Kathy Miller
- c. Joint Meeting in December 2006 with CCLA – Derrie Perez [[Attachment 9.c](#)]
- d. Martha Hruska's Recommended Reading – Derrie Perez
- e. Contracts and Licensing – Shirley Hallblade

10. Adjournment