



## **Council Meeting Summary**

Thursday, May 31, 2007

Florida International University, Miami

Green Library, Room 835

1:00pm – 5:30 pm

Members Present: Barry Baker, Chair(UCF), Rebecca Bichel (FSU), Jim Corey (FCLA),  
Antonie Downs (FIU), Shirley Hallblade (UNF), John Ingram (UF), Kathy Miller  
(FGCU), Bill Miller (FAU), Derrie Perez (USF), Judy Russell (UF), Dana Sally  
(UWF), Lauren Sapp (FAMU), Julia Zimmerman (FSU)

Guests: Gail Clement (TAG, FIU), Nancy Cunningham (OPAC SC member, USF),  
Mary Ann O'Daniel (FCLA), Kyle Rimkus (Project Coordinator, dLOC, FIU), Sue  
Wartzok (TSPC member and Chair, Authorities Subcommittee, FIU)

Welcome and Introductions – Barry Baker, Chair, welcomed the attendees.

1. The agenda was approved as circulated with the following additions:
  - 12.F – Shared regional federal government depositories across state lines – Judy Russell
  - 12.G – Results of insurance value exercise – Shirley Hallblade
  - 12.H – Tuition veto results – Shirley Hallblade
2. The minutes of March 1, 2007 were ratified as distributed.
3. Schedule of next meetings was approved with the exception of the September 2008 meeting where there might be a conflict for Jim Corey. This will be clarified at a later date.
  - 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
  - September 4-5, 2008 – Florida A&M University, Tallahassee
4. Updates [Action & Information]
  - A- Organizational Document Corrections/Additions.  
Several additional changes were made during the meeting which corrected wording in the Technical Advisory Group and recognized the sunseting of the CAGER subcommittee and the incorporation of those responsibilities into the Metadata Subcommittee
  - B- Recognition(s) sent on behalf of CSUL [Information] – Shirley Hallblade  
The drafts of the two letters were not yet ready for review. Postponed.

- C- Establishment of CSUL Website at FSU. Becca reviewed the additions and changes to the CSUL. The existing Council of State University Libraries Strategic Plan webpage was discovered to be from 2003-04 and considerably out of date. Board members are to review the document to bring it up to date and it will be an item on the September Strategic Planning Meeting agenda.
5. Digital Library of the Caribbean (dLOC) – Kyle Rimkus, Project Coordinator, reported on the progress of the project and that contributions were welcomed from all sources. Institutional branding of all contributions is standard procedure.
  6. Authorities Discussion – Sue Wartzok and Mary Ann O'Daniel reported that the TSPC is continually looking for ways to improve authority control in the Aleph catalogs which will improve the merged records in Endeca. There are limitations on the current Aleph automated updating system with expectations of improved services with V. 18. This report was followed by TSPC report (item#10)
  7. Endeca Discussion – The PSPC and TSPC are meeting weekly with the OPAC subcommittee meeting weekly. It is a very open process with every meeting being recorded.
    - (1) The May 9 stress test failed. FCLA is doubling the size of the computer.
    - (2) The committees are continually working to correct the merged records. They are working to have the notes from the local record appear only in the local catalog. Everything is open to review.
    - (3) Each individual institution will have the option to remain with Aleph as the front screen or switch to Endeca when the institution migrates to Aleph v.18. The issue with reserves is being addressed by the PSPC Circulation Subcommittee.
  8. CPC Report/ERS Report
    8. ACTION: [CPC Quarterly Report, May 2007]
      - (1) Digital Archives Task Force Portico Recommendation - withdrawn in favor of independent campus decisions.
      - (2) CPC/ERS Joint Meeting planned for September 2007 – approved
      - (3) Special Collections Subcommittee Digital Collection Project for FY08 - approved  
The Special Collections Subcommittee requests CSUL reaction to its recommendation that the digitization project for FY08 be targeted to one or more of the following three areas, each of which the Subcommittee feels is most pressing and will be most useful to researchers:
        - a. University Newspapers
        - b. Oral Histories
        - c. Audio-Video Conversion

Jim noted that the FCLA \$75,000 is used for projects where a copy of the data is sent to FCLA for loading into the union database so, in this case that would be oral histories or audio-video.

B- Electronic Resources Subcommittee Quarterly Report, May 2007 –  
Recommendations for 2008-09 acquisition was approved.

9. PSPC Report –

A. Action

(1) Endeca Status Report – The recommendation that FCLA sign a short-term contract with a web designer for the Endeca OPAC to address “design and navigation issues” that need to be addressed before roll-out was postponed.

B - Circulation Subcommittee Report, May 2007 was accepted.

C - Information Literacy Subcommittee Quarterly Report, May 2007 was accepted.

D - Interlibrary Loan Subcommittee Report, May 2007 was accepted.

E - OPAC Subcommittee Quarterly Report, May 2007 was accepted.

10. TSPC Reports

A - ACTION:

(1) One Bibliographic Record for All SUL: The importance of this discussion was acknowledged by the TSPC, however, the group decided to table further discussion on this topic in favor of taking on some of the imminent issues surrounding the upgrade to ALEPH v.18. SUL members attending ELUNA this year will pursue this topic with other colleagues using ALEPH to garner information on their experiences with this one bib model. The issue of a shared master bib record in Aleph is separate from the shared master bib record in Endeca where the 14 million ALEPH bib records are merged into 7 million master records. The 8 million record limit in Endeca is tied to the dollar amount in the contract with Endeca. The number may be raised by paying more money.

(2) Continuation of NOTIS: TSPC recommendation to the Directors to allow NOTIS to continue until a current and fully operational authority file is available in ALEPH was approved. The estimated time frame to discontinue NOTIS is now the end of the calendar year.

B - Authorities Subcommittee Report – Discussed in item #6

C - CAGER Subcommittee Report – The subcommittee recommended that the CAGER Subcommittee evolve into the new Metadata Subcommittee that would include former CAGER members along with digital projects metadata creators from each university. – approved

D - MetaData Subcommittee Charge was approved with the caveat that some institutions might only have one member and not two.

11. Technology Advisory Group Report was accepted. Michael Kucsak from UNF was approved by CSUL as the new member to TAG. Communication between TAG and the other committees will be improved by TAG having access to all communication forums used by the committees. The CSUL chair will communicate this to the committee chairs. CSUL will develop a list of topics that TAG can research for the Board. All members of TAG will be invited to the September Strategic Planning and CSUL meetings.

## 12. Directors' Discussion [Information Exchange]

- A. Independent, outside assessment of FCLA – Update
  - (1) Preliminary ISF Report – Three staff members have visited FCLA. They are in the process of drafting descriptive reports. Two consultants will be attending the September meeting.
  - (2) Stakeholder Evaluation - postponed
- B. LBR 2008/2009 Strategy – The 08-09 strategy will be based on three focus points. First is increasing the resource budget, not only to cover inflation but to increase purchasing leverage for all state universities. Second is to address operating expense inflation and the third is to introduce a program to replace equipment in an annual rotation basis to the level of one million dollars per year based on \$5.1 million purchase price in multiple sites. There will be a meeting with CSUL/FCLA representatives and the Vice Chancellor for Academic Programs and the BOG Budget Officer on June 20, 2007.
- C. Remote Storage Facility – Judy Russell reported that the UF Provost is willing to approach the Chancellor to build a high-density storage capacity building to support all state universities. It would provide a twenty-year capacity and include building journal archives. The cost will be approximately \$20 million. All directors are urged to submit storage requests that would increase the chances of the building being added to a PECO list as a state university initiative. All CSUL members are urged to communicate with the appropriate academic office on this concept.
- D. SUL Salary Report – Shirley Hallblade – The last salary report was conducted in 2005-06. The group indicated its desire to have the study done every 2-3 years. The immediate challenge is to create a descriptive equivalency between various ranks that are similar in responsibilities but not in title. Shirley will attempt to create such a cross match.
- E. Program Planning for December Meeting with CCLA – There was a discussion as to the format of the December joint meeting. The consensus was that an outside speaker would be appropriate. Barry Baker requested any suggestions for speakers.
- F. Shared Regional Federal Depositories - GPO has drafted guidelines for the creation of shared regional depositories that cross state lines. Several states currently have no regional depositories and this structure would allow joint state depositories. GPO will be soliciting response for such a move. Judy Russell is requesting letters of support for this structure from the institutions within Florida.
- G. Insurance Value Exercise - Disappointment was expressed with the State's decision to exempt journal backfiles from state coverage. Several Libraries have independent policies for special collections.
- H. Tuition Veto Results – As of this time no library has concrete evidence of the fallout of the tuition veto. The general consensus was that no new monies would be approved.

Adjourned 5:30 pm