



CSUL MEETING MINUTES

Thursday, June 11, 2009
Thomas G. Carpenter Library
University of North Florida
12:00 p.m. – 5:00 p.m.

Members present: Lauren Sapp, Chair (FAMU); Bill Garrison (USF); Shirley Hallblade, (UNF); Douglas Langston (NCF); Kathleen Miller, (FGCU); William Miller, (FAU); Barry Baker, (UCF); Judy Russell, (UF), Laurie Probst, (FIU); Jim Corey, (FCLA); Helen Wigersma, (UWF); Julia Zimmerman, (FSU).

Guests: Carole Hayes, (Board of Governors); Rick Donnelly, (UF LAW); Wallace McLendon, (UF HEALTH SCIENCES); Becky Donlan, (FGCU, CPC); Michele Newberry, (FCLA); Claire Dygert, (FCLA); Janet Owen, (UNF Lobbyist); Michael Kucsak, (UNF, TAG); Priscilla Kaplan, (FCLA); Jean Phillips, (FCLA); Dawn Smith, (FAU, PSPC); Jeff Bowen, (UNF, TSPC); Barbara Tuck, (UNF, OPAC), Laurel Crump, (UNF, minutes)

The meeting was called to order at 12:15 p.m.

1. **Chair Lauren Sapp welcomed members and guests. Introductions were made.**
2. **Janet Owen, UNF Lobbyist** gave the Council a legislative update and statistics focused on the recent budget activity. The State University System received a 1% increase and 16% of the education budget. Discussion of tuition reform plans. Other education legislation will be reviewed this year. Projection for recovery is FY 2010/11 with FY 2011/12 showing some weak growth. Discussion of remaking Florida's economy with a focus on education with universities at the center.
3. **Agreement on Agenda**
 - Bill Garrison asked to postpone the RDA/FRBR until the next meeting
 - Judy Russell asked for a discussion about OLE (Open Learning Environment) at tomorrow's FCLA meeting
 - Julia Zimmerman will give an update on the UBORROW Task Force
 - Carole Hayes will update on legislation
 - Bill Miller moved, Helen Wigersma seconded and ratified agenda approved.
4. **Minutes of March 5, 2009 [CSUL Attachment 1]**
 - Corrections: page 2, CPC report, strike "the legislation knows of the 'core collection'. If the legislature begins to fund this specifically, that would help with funding and educating legislators. There are many different subjects/schools to consider."
 - Bill Miller; page 4 correction of spelling of Elluminate from Elluminante.
 - Helen Wigersma moved to approve the minutes with corrections, Laurie Probst seconded and minutes approved.
5. **Schedule of next meetings approved without changes**
 - September 10-11, 2009 – UWF
 - December 3, 2009 CSUL and FCLA; December 4, 2009 FCLA/CCLA – New College
 - March 4-5, 2010 – UF
 - June 10-11, 2010 – FIU
 - September 2-3, 2010 – FAU

6. **CPC Quarterly Report** Rebecca Donlan [CSUL Attachments 2, 2a]
 - Action Plan was submitted and approved with the following amendments: Kathy Miller as CSUL liaison will advise the CPC that Action Plan 2.1 and 2.2 and 2.3 are on hold because of actions taken by CSUL at this morning's plenary meeting. Action Item 4.2 was placed on hold - moved by Kathy Miller, seconded by Shirley Hallblade, and approved by the Council.
 - Item 1.1 on WCA overlap analysis discussed. Questions rose about e-book usage and assessment. CPC would like to do a usability study for e-books as part of item 1.3b. Discussion on Items 3.1, 3.2 and 3.3 on licensing principles/best practices, centralization and statewide single vendor approval. Item 4.2 on CSUL RECON team assessment was discussed.
 - CPC's request for CSUL's approval to hold the annual joint ERS/CPC meeting on August 12-14, to finalize database selections was approved.
 - CPC requested approval of the Guidelines for Review and Negotiation of License Agreements for Electronic Resources (Appendix G). The document was reviewed and approved by UF legal counsel. Reminder that these are guidelines, not requirements. Suggested the need to be reviewed by each campus' legal counsel. Laurie Probst moved, seconded by Helen Wigersma, and approved by Council that the Guidelines be used by FCLA and local licensing. These guidelines are evidence of collaboration and structures for licensing and a step forward to General Appropriations Act Section 81.
 - Discussion of a handout Claire Dygert distributed on Cost Impact of Service Fees in Centralized E-Journal Packages with Harrassowitz.
 - Discussion of CPC Attachment 2 on Health/Medical Libraries shared collections.

7. **PSPC Quarterly Report** Dawn Smith [CSUL Attachments 3, 3a]
 - Per Barry Baker, UCF Director of Libraries, the ILLiad discount (Action Item 1) does not need CSUL approval. All the SUL ILL Departments will have to do is ask their Acquisition Departments the next time the ILLiad invoice is up for renewal is to tell Solinet (now Lyris) that OCLC has agreed to a 7% discount, the Florida rate. (Kristine Shrauger via email 5/19/2009)
 - Discussion of Action Item 1.1 on policy for FDLF. There was a PSPC meeting on April 2 to see how to make the records discoverable in MANGO. FCLA will create a test database of 500 records with PSPC reviewing these. Concern that Government Documents Librarians not aware of this action item. Helen Wigersma will talk to her Government Documents Librarian about a possible Government Documents task force as a subcommittee of PSPC.
 - Discussion of TBLC courier and problems with services.
 - Dawn Smith announced that the ILL and CIRC subcommittees had merged and are now called the Access Services Subcommittee. Scott Kass (FIU) replaced retiring Sherry Carrillo on the PSPC; Nancy Allen (USF) replaced Jackie Druash (FSU) as chair of the Information Literacy subcommittee; and George Pearson (FIU) replaced Melinda Gottesman (UCF) as OPAC subcommittee chair.

8. **TSPC Quarterly Report** Jeffrey T. Bowen [CSUL Attachments 4, 4a, 4b]
 - The TSPC requests approval for a face-to-face meeting of catalogers during September or October in Tampa. Discussion about whether this meeting is premature considering the single bib pilot of 3-4 libraries. Helen Wigersma moved, Barry Baker seconded and approved by Council for the face to face meeting.
 - Discussion about creation of an Acquisitions subcommittee. This will be reviewed and decided at the September CSUL meeting.
 - Discussion about OCLC reclamation project and the Gen Load work.

9. **TAG Quarterly Report** Michael Kucsak [CSUL Attachments 5, 5a, 5b, 5c]
 - TAG asks for CSUL's opinion on video conferencing solutions. Discussion of options, pricing, needs. CSUL suggested TAG contact Susie Henderson with the Florida Distance Learning Consortium to see about Elluminate licensing assistance. TSPC volunteered to pilot the use of Elluminate for their July meeting.
 - Request to refer discussion of issues related to digital collections in Mango to the PSPC and TSPC was tabled. Priscilla Caplan (FCLA) will report at the CSUL September meeting about her work with the OPAC subcommittee on the issue of digital collections in MANGO.

10. **Storage Facility Update** Judy Russell [CSUL Attachment 6]
 - Discussion of Statewide Storage Facility Task Force quarterly report.
 - Task Force approved policies for one copy of each printed journal to be retained in the storage facility and that journals were for in-facility use only.
 - Monograph issues, costs, and timeline reviewed.
11. **Lyrasis Membership/OCLC Services** Jim Corey
 - Jim Corey noted that FCLA will stay with Lyrasis, as will the SULs.
12. **Administrative Salary Survey Update** Shirley Hallblade
 - Final draft distributed and includes all SUL changes. Shirley explained how the document was changed. The salaries are current as of October, 2008.
13. **RDA/FRBR Tutorial** was tabled.
14. **Director's Discussion**
 - Carol Hickson, the new Dean of USF St. Petersburg Library will begin Aug 1.
 - New NCF Dean, Brian Doherty, begins July 1.
 - Laurie Probst announced retirements of Sherry Carrillo and Tony Schwartz and a new position for Director of Technical and Digital Services at FIU.
 - Helen Wigersma said there had been a problem with the CSUL minutes' website, but that FSU staff had addressed it and that everything was now up-to-date. Kathy Miller will resubmit the latest organizational structure document from September 2008 for inclusion.
 - Shirley Hallblade announced that UNF Associate Dean Kathy Cohen has retired and interviews of three candidates will occur later in June. Two positions remain frozen but able to replace a staff position in Technical Services.
 - Judy Russell announced that Rachel Schipper is the new UF Associate Dean of Technology.
 - CSUL meeting action items will be extracted from the minutes, approved within a few weeks and ratified. Minutes can be posted in a few weeks, rather than waiting three months. Agreement to send separate attachments for any sensitive documents about contracts, pricing, etc.
15. **Additional Agenda Items**
 - Julia Zimmerman discussed the Unmediated Borrowing Task Force. Project is in three phases – policies, pilot and functions. Currently a task force headed by Rebecca Bichel (FSU) and Doug Langston (NCF) is reviewing the policy paper. After Doug steps down as Interim Dean at NCF, new Dean Brian Doherty, will go forward with this work. Jean Phillips (FCLA) will manage the pilot projects, for either Aleph or ILLiad UBorrow. Discussion of platform choice. Functions will be the third part of the project.
 - Carole Hayes distributed a handout and gave a brief summary and update of legislation on the Distance Learning Consortium. Open access textbooks will be reviewed in the coming months. Orange Grove Digital Repository should be reviewed for future development and partnerships.

Meeting adjourned at 5:05 pm.

Respectfully submitted,

Laurel M. Crump, UNF