

**Council of State University Libraries**  
**Statewide Storage Task Force (SSTF)**  
Quarterly Report for the June 2011 CSUL meeting

This report includes discussions and activities from task force meetings conducted via conference call on March 14th, April 11th and May 9th and communication via e-mail.

## **1. Conference call discussion topics**

### **a. Facility and project updates**

- i. Over 67,000 volumes from the UF Auxiliary Library Facility (ALF) have been placed into trays and accessioned using the AIMS inventory control software.
- ii. Equipment and furniture have been added to the loading dock area of ALF in order to accommodate a higher volume of processing.
- iii. Three full time temporary staff were hired with end of the year funds to jump start a JSTOR print inventory project focusing on titles causing space pressure at 4 SUS libraries. That project was suspended until CSUL considers a proposal from CPC to utilize the CRL JSTOR print archive and the staff have been allocated to other storage projects.
- iv. Dean Russell informed Task Force members that ASERL will be pursuing a plan for a distributed JSTOR print archive in the SE. UF intends to participate in the initiative so some JSTOR titles will be retained in Florida based on UF decision/obligation with respect to the ASERL initiative.
- v. Dean Russell also reconfirmed that the collection management policy from at the last CSUL meeting was that participating libraries would make their individual decisions about what they wished to retain through the shared collection and those decisions would be honored by the other participants. So even if some CSUL members decide to rely solely on CRL, the state of Florida facility will have some JSTOR titles in the shared collection based on the decisions of individual libraries participating in the Florida shared collection.
- vi. Deduplication of the 1 million volume collection currently at ALF continues. Since April of 2010, 20,584 volumes have been processed, with 8,064 being trayed and 1,359 being sent out for scanning. The remainder have been donated.
- vii. The Special Collections Subcommittee (SCS) of the CPC received a request from SSTF to explore the issue of placing archives and manuscripts into the high density facility. A preliminary response was requested for the December 2010 CSUL meeting. SCS discussed our request on their March 22<sup>nd</sup> call and a report should be forthcoming.
- viii. PECO funding for construction of the facility was not provided this year. We expect construction to be delayed at least 2 to 3 years. A revised time line is available at <http://csul.net/storage/Operating%20expense%20timeline%20letter%20May%202011.pdf>
- ix. Interim storage space in Gainesville is being sought so that those with more immediate needs can join with the University of Florida in beginning to develop the

Shared Collection in leased space. These collections will be prepared for rapid transfer to the high density facility when it opens. Cost sharing for the interim storage has yet to be determined.

**b. Storage Cataloging, Access and Discovery (S-CAD) group**

- i. The S-CAD group meets once a month. The Cataloging Guidelines for Originating Libraries document was drafted and sent to SSTF. The document was approved and has been sent to TSPC for their feedback. It should come to CSUL in the next few months.

**c. Storage needs in light of the delay in PECO appropriation**

- i. During the March call, each representative on the call was asked to describe any immediate space needs that they had.
- ii. School that indicated they did have an *immediate* space need were:
  1. FIU
  2. UF- Health Science Center
  3. UCF
  4. FSU Law in Summer of 2012
  5. USF
  6. UWF – performing a large monograph weeding project now
- iii. School that indicated they did not have an *immediate* space need were:
  1. FSU
  2. UNF
- iv. Representatives from several libraries indicated that while they do not have immediate space pressure, they will have space issues in the next 2 to 3 years.

**d. Last Copy policy**

Based on a report from a consultant, Jonathan Rollins learned that 429 of the titles in his collection were held by 10 or less libraries in OCLC. This brought up the topic of a statewide last copy policy. At this time, there is not such a policy with the CSUL organization. After careful discussion, it was decided that CPC should be approached to draft a statewide last copy policy. Cheryl McCoy (USF) and Robb Waltner (UNF), members of both SSTF and CPC, took the topic to CPC.

**e. Communication Round Robin**

Cathy asked each participant on the May call to outline how they each communicated back to their respective libraries the outcomes and results of the SSTF calls. Most used a combination of face to face discussions at staff meetings, email updates, forwarding of SSTF meeting minutes and phone calls, depending on the urgency of the topic in question.

**f. Future discussion topics for the group:**

- i. Begin discussions about what materials could/should be placed in an interim storage facility and how would they be noted in Aleph.
- ii. Draft language for suggestion to SUS Libraries re barcode placement.
- iii. Review outcome of first year of Uborrow program with respect to fees and fines. Determine if the Uborrow model of not charging back directly for fees and fines was equitable and if the Storage facility could or should adopt this model.
- iv. Receive and discuss expected response from CPC Special Collection Subcommittee re archives and manuscripts in high density facility.
- v. Discuss work flows and implications of new OCLC symbol.

## **2. Action items**

NONE

Respectfully submitted,  
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Chair, Statewide Storage Task Force