Council of State
University Libraries

Agenda
Thursday, March 4, 2010
Smathers Library Room 1A
University of Florida
10:00 a.m. – 5:00 p.m.

Dinner: @ 6:00 - Embers Prime Steaks Wood Grill 3545 SW 34th St., 352-380-0901

1. Welcome and Introductions

2. Agreement on Agenda

3. Minutes of December 2009 [Attachment 3]

4. Schedule of Next Meetings
    a. June 3-4, 2010   FIU
    b. Sept. 2-3, 2010   FAU
    c. Dec. 2-3, 2010   St. Petersburg College, CCLA to arrange
    d. Mar. 3-4, 2011   FGCU

5. CPC report on the academic book selection and acquisition landscape (Roy Zeigler & Michael Arthur)

6. Alternative models for sharing ejournal costs (Roy Zeigler)

11 a.m.–12 p.m. Roger Schonfeld, Ithaka What to Withdraw: Print Collections Management in the Wake of Digitization

7. CPC Quarterly Report - Roy Zeigler [CSUL Attachment 7]
    Action Items
    a. The CPC recommends that Claire Dygert be authorized to establish an immediate trial of the Cambridge Psychology e-books and to start negotiations with Cambridge to purchase the collection or individual titles with the dedicated FCLA funds.
    b. ERS and CPC request permission to hold a face-to-face meeting at a central location in July or August, 2010. The intent of the meeting is to review FCLA funded databases and make renewal recommendations for consideration at CSUL's September meeting. Updating 2010 Action Plans will also take place.

8. PSPC Quarterly Report - Barbara Stites [Attachment 8]
    Action Items
    a. Approval of PSPC's 2010 Action Plan. The plan has been amended and placed at the end of this report. As requested, activities related to government documents were removed and is resubmitted for CSUL approval.

9. TSPC Quarterly Report - Amy Weiss [Attachment 9]
    a. We request that CSUL approve the 2010 Action Plan [Attachment 9a]

10. TAG Quarterly Report – Bill Covey[Attachment 10]
    Action Items:
    a. TAG requests mission clarification from CSUL.

b. DISC requests permission to proceed with the Digital Open Stacks project [Attachment 10d]

11. Future of TAG (Kathy Miller & Shirley Hallblade)

12. Task Force Updates
    a. Single Bib. – Laurie Probst
    b. U Borrow – Julia Zimmerman & Jennifer Kuntz from FCLA
    c. Storage Facility – Judy Russell
        i. Paying for materials storage before there is a storage facility (Bill Miller)

3:00 p.m. Jane Adams, UF Vice President of Government Relations

13. Director's Discussion
    a. Expectations for CSUL director liaisons on committee conference calls (Hallblade)

Council of State
University Libraries

CSUL MEETING MINUTES
Thursday, December 3, 2009
New College of Florida
8:30am – 4pm

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

Guests: Carole Hayes (Board of Governors); Lisandra Carmichael (UWF); Rebecca Donlan (CPC Chair / FGCU); Roy Ziegler (CPC Representative / FSU); Dawn Smith (PSPC Chair / FAU); Cecilia Botero (Medical Libraries/ UF Health Sciences); Susan Heron (TSPC Representative / USF); Selma Jaskowski (TAG Coordinator/UCF); Michelle Newberry (FCLA); Claire Dygert (FCLA); Jean Phillips (FCLA); Jennifer Kuntz (FCLA); Lucy Carroll (NCF); Ralph Janotti (NCF)

The meeting was called to order at 8:45am.

Charlene Callahan, Provost of New College welcomed members and guests to New College of Florida.

Agreement on Agenda
    No items were added to agenda and it was approved as distributed.

Minutes of September 10, 2009 meetings were approved.

Schedule of next meetings revised as follows:
    March 4-5, 2010 -- UF
    June 3-4, 2010 -- FIU (revised dates)
    September 2-3, 2010 -- FAU
    December 2-3, 2010 -- CCLA

CPC Quarterly Report: Rebecca Donlan
    Action Items

- Motion was made to accept the ERS recommendation to purchase the ProQuest African American Biographical Database. Motion passed.

- Motion was made to accept the ERS recommendation to reduce the number of ports in the OCLC Research Package databases to one port per database, with the exception of Anthropology Plus, which will stay at 10 ports. Motion passed.

  > CPC requested permission to hold a meeting in February 2010 to discuss contracts in negotiation and the 2010 CPC Action Plan. Since there were other similar requests for face-to-face meetings, this request for a meeting in February was tabled for CSUL discussion of all such committee requests and to determine whether it is possible to save on travel costs by asking CSUL committees to meet at the same time in the same location.
  > - CSUL continued with a discussion of the Wiley/Blackwell contract process. Fees for this contract are considerably more than other similar contracts. A motion was made to send a counter proposal to Wiley/Blackwell and write a letter from CSUL supporting the position of CPC. Motion passed.

- CPC proposal for a single bid contract for academic books was discussed and put on hold, pending further information and development. This would not be mandatory, but rather an option. There was some concern expressed that purchasing officers in the universities might see it as desirable merely from a fiscal standpoint without regard to other considerations. Other topics for further consideration include:
  - Examining what USF is doing with WorldCat Selection to see if this tool has relevance to the project; and
  - The relevance of the merger of Blackwell with YBP under Baker and Taylor.

CPC and the Acquisitions subcommittee were directed to have one or more conference calls and on site meetings along with additional CSUL member input prior to the next quarterly meeting. The CPC was directed to draft a discussion document that explores different models for reduction of duplication with an increase in unique content. They are asked to return with a bulleted list of advantages of a single vendor and if this process is necessary. This would provide CSUL with a better idea of its book acquisitions development options, not just a rationale for a statewide primary vendor.

PSPC Quarterly Report: Dawn Smith
Action Items

PSPC request for Access Services Subcommittee to hold a face to face meeting in December has been tabled pending discussion regarding joint meeting times/dates for all CSUL committees.
- A motion was made to reject the proposed Government Document Subcommittee. Instead, issues to be dealt within existing PSPC

subcommittees. Motion passed, with one dissenting vote from the University of West Florida.

- The 2010 Action Plan was presented as a work in progress. The committee will work with other assessment librarians to review guidelines and processes to have specific information.

TSPC Quarterly Report: Susan Heron
   Action item:

- Cecelia Botero, as the former incoming chair nominee of TSPC has taken the position of Director of Health Sciences Library. TSPC requested approval of Amy Weiss as the incoming chair for 2011. A motion was made for approval. Motion passed.

- The committee reported that the Cataloging summit was a success. A report was included in distributed packet.

TAG Quarterly Report: Selma Jaskowski

- Request for a face-to-face meeting in February was tabled pending discussion regarding joint meeting times/dates for all CSUL committees.

- Action item regarding Elluminate was presented and discussed. A motion was made to accept the comprehensive quote for Elluminate (Contract # EL-22045). FCLA will administer the license and software. Costs will be distributed equally among all CSUL institutions. Motion passed.

- DISC Action Item: Request to refer discussion of digital collections appearing in Mango, along with thumbnails, to the OPAC subcommittee of PSPC was approved.

Additional discussion revolved around dissertations and Proquest. UCF will be talking to other universities that do not use Proquest to determine if there are any issues or concerns and will convene a conference call with interested CSUL members.

Face to face meetings of CPC, PSPC Access Services Subcommittee, & TAG:
Discussion to charge committee chairs to co-ordinate with other committees to reduce costs of face to face meetings. A motion was made that the 3 committees strive to meet simultaneously in February. Motion passed.

Directors were instructed to use forms on CSUL website to add new committee members. Nancy Spaid was recommended as the New College CPC committee member.

RDA/FRBR Tutorial – Bill Garrison

Bill presented a tutorial on new RDA/FRBR cataloging standards. The current version of RDA is not complete and implementation is approximately 1-2 years out.

Unmediated Borrowing – Julia Zimmerman

Testing and training are in place for the UBorrow system. Jennifer Kuntz presented a test version in Aleph of the UBorrow process. Jennifer gave a demonstration of transactions of borrowing institution to lending institution and back again to close the transaction. A request was made to CSUL to approve the process in spring 2010, have a soft launch in summer 2010, and all institutions go live fall 2010. Reporting and statistics are areas for development. There will also be a test of ILLIAD as both systems are being considered. No decision has been made as to which system will be implemented.

Single Bib: Laurie Probst

The Single Bib project is proceeding with the three beta institutions. There was discussion regarding how to do the merge and save local information. The committee is looking at the Endeca merge logic in order to decide what to do differently for merging in Aleph. Special collections and general collections need to be dealt with separately. Each institution is encouraged to think about how to deal with the issue of those different collections. The TSPC representative reported that the project coordinators of the three schools are meeting (with FCLA) and reporting back to Laura Probst.

Storage Facility: Judy Russell

The new storage facility will be completed in about four years. A survey will be sent to institutions about what print JSTOR holdings are to be considered for storage. There is a need to determine the size of a storage facility that will accommodate these materials for now and up to 10 years. This survey needs to be ready in January so that the size and cost of a facility can be sent to the Board of Governors by March 2010 for PECO funding. There will be some interim space available until the new building is completed. Institutions were asked to determine if the level of security or materials in storage as presented is sufficient. Storage costs are to be shared on an FTE basis. Circulation of bound journals to faculty should not present a problem and this recommendation will be included in the directive. These journals will not be included in the general circulating collection. There will be a need to create a separate code to indicate non-circulating titles. Ben Walker, director of the storage facility task force committee, is leaving for another position. Kathy Martyniac will be the new director of the task force. Consider items that can be put on pallets until the storage facility is built.   A list of titles currently in storage will be sent to all institutions to assist in determining what materials may be sent. As was discussed at the last meeting, a formal agreement will be completed and sent to all.

OSTI Records: Judy Russell

OSTI records are available to institutions for addition to local catalogs. Each institution can determine if it is enough that these records are on the union list, or if they want to add them to their catalog.

The meeting was adjourned to be followed by the FCLA Board Meeting.

Recorders: Lucy Carroll and Ralph Janotti

Council of State University Libraries
Collections Planning Committee
Quarterly Report: March 2010

This report includes discussions and activities from committee meetings conducted via conference call on December 15, January 12, and February 9, during a face-to-face meeting on February 4-5, and via e-mail.
Attached is the ERS quarterly report (Appendix A) and the CPC 2010 Action Plan (Appendix B). The E-book usability survey form is being sent separately.

Action Items

1. The CPC recommends that Claire Dygert be authorized to establish an immediate trial of the Cambridge Psychology e-books and to start negotiations with Cambridge to purchase the collection or individual titles with the dedicated FCLA funds.

2. ERS and CPC request permission to hold a face-to-face meeting at a central location in July or August, 2010. The intent of the meeting is to review FCLA funded databases and make renewal recommendations for consideration at CSUL's September meeting. Updating 2010 Action Plans will also take place.

Information Items

1. *Book Related*

   - Blackwell merger with Yankee. In early December 2009, Baker andTaylor announced their purchase of the North American division of Blackwell and that they would be consolidating Blackwell accounts and services with Yankee Book Peddler within the year.

   - *New monograph selection models report.* At the December CSUL meeting, CPC and the Acquisitions Subcommittee of TSPC were asked to prepare a report on new monograph selection models. This report will be presented at the March CSUL meeting.

   - *Ongoing work with WCA Collection Analysis and Aleph. The WCA information gathered in 2009 was used to identify the most popular publishers of psychology books for the SULs. This data has informed the Psychology e-book project. Data for other subject areas have been downloaded and similar analysis will be conducted. There is a possibility of extracting data from Aleph but this is a preliminary investigation and Cecelia Botero has offered to work with FCLA to determine feasibility. There are no current plans for renewing the consortial WCA subscription.*

   - The *E-book Usability Survey. The E-book Usability Task Force* has developed a survey to assess patron use and preference for e-books. The survey is ready for distribution and will run for the balance of the spring semester. The survey can be found at http://www.surveymonkey.com/s/ebookfinal

2. Electronic Journal Related

- <u>Wiley-Blackwell</u>.   The three-year Wiley contract has been approved. ICUF schools are also participating in the contract.
- <u>Collaborative Ventures Steering Committee</u>. FCLA and CCLA have been cooperating on joint contracts. ICUF schools are also involved with discussions to license a product this year.
- <u>Sage</u>. Sage offers consortial pricing on their all-access package but because so many new titles are included, the pricing is prohibitive for most of us. Currently this is not a centrally-brokered package but Claire Dygert will be working to negotiate the SUS contract.

- <u>Distribution models for shared journal packages</u>. A discussion related to new distribution funding models took place at our February meeting. A more extensive discussion will take place at the CSUL meeting.

3.   Technology and Other Related Topics

- *Special Collections Subcommittee working more closely with DISC. Several items on the CPC Action Plan relate to better cooperation. There seems to be a break in communication and an approach to bring areas of subject expertise together is increasingly needed.*

- *Elluminate training for use with March CPC conference call. Nancy Spaid will be our moderator.*

4. Other

Respectfully submitted,
Roy Ziegler
Chair, Collections Planning Committee

Collection Planning Committee
ACTION PLAN for 2010
Revised February 9, 2010

CSUL Core Activity 1. Acquire, manage, and provide access to scholarly information resources in multiple formats, subjects, and languages in support of academic programs.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
1.1 Analyze areas of high overlap and identify key publishers to supply shared core collections in electronic format, using OCLC WorldCat Collection Analysis business and psychology results, and explore the use of Aleph data to generate similar reports.	a) With report data, create Access database to determine high-use, widely-held publishers in these areas.	March-November 2010	CPC, FCLA, support staff at FGCU and UWF	A list of key publishers is identified in business and psychology.	Psychology done. Business in process.
	b) Create a process for acquiring shared core collections in business and psychology	By June 2010	CPC	Key publishers contacted to determine eligibility for e-book provision.	Psychology done. Business in process.
	c) Aleph union list; analysis of Business book holdings	Feb – Oct 2010	CPC, FCLA	List of business publishers are identified.	Cecilia Botero is talking with FCLA staff to determine if this (i.e., Aleph union list?) is possible.
1.2 Begin comprehensive identification of subject collection strengths at the institutional level, starting with WCA business and psychology report results.	a) Using WCA data in Access database and/or Aleph data, determine individual collection uniqueness and strength.	July-October, 2010	CPC, support staff at FGCU and UWF	A matrix demonstrating subject strengths is created.	Will commence on completion of overlap project.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
1.3 Develop and acquire a shared e-book reference collection using funds from existing institutional acquisition commitments.	a) Appoint task force to create common e-resource object codes across libraries, enabling consistent comparisons.	March-July, 2010; phase 2 July 2009-June 2010	CPC, ACQ, FCLA	Institutions will be able to run reports capturing expenditures on specific types of e-resources	Completed August 2009: Object Code task force has completed new e-resource codes. Phase 2: implementing a one-year pilot with volunteer libraries.
	b. Appoint task force from CPC and subject specialists to select reference works for joint purchase	August-October, 2010	CPC, subject specialists, Health/Medical Libraries Task Force		Analyze data collected from Object Code project's first year.
	c. Identify local funds to be diverted to consortial purchase	October-December 2010	CPC, local acquisitions staff		On hold pending availability of funds.

ON HOLD PER CSUL MEETING JUNE 2009 **CSUL Core Activity 2.** Develop and deliver services to facilitate user-centered discovery and understanding of the record of human knowledge and to promote scholarship leading to new knowledge.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
2.1 Explore a common gateway for existing SUL digital collections (PALMM, UFDC, others) AND 2.2. Begin designing a scholarly communications portal that links local IRs with general information about scholarly communications issues.	a) Work with TAG to recommend a product to serve as the common platform for digital collections and for a scholarly communications portal, if feasible, or two separate products if necessary.	June 2009-	TAG, CPC, DISC, FCLA, UFDC	A product is identified and a strategy developed for creating the common gateway for digital collections and/or scholarly communication issues.	Feb 2010: On hold pending TAG report to CSUL. Provide citation for TAG report.
2.3 Support statewide education about scholarly communication, either through hosting an ARL Scholarly Communication Institute and/or by applying for an IMLS grant to fund education initiatives. (Funds for holding institutes are repaid by participant fees.)	a) Submit a proposal to ARL to host a regional institute for scholarly communication. If proposal is accepted, host the event in late 2009 or early 2010. All CSUL institutions will be expected to send teams.	June-December, 2009	$40,000 to ARL upfront to pay for promotion and faculty expenses, to be recovered via registration fees. Participation of CPC, Scholarly Communication TF		

CSUL Core Activity 3. Collaborate to increase access to content, to create economic efficiencies, and to employ information technology in support of development and delivery of services.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
3.1 Seek CSUL approval for and begin system-wide adoption of licensing principles and best practices for e-books and e-journals as submitted by the Licensing Task Force.	a) Proposal submitted to CSUL and approved.				Accepted at June 2009 CSUL meeting. http://fclaweb.fcla.edu/eresource *click on General Licensing Guidelines*
3.2 Pursue greater centralization of electronic resource negotiations and management.	a) Review all CSUL e-journal packages to determine whether they are candidates for central management.	March-Dec. 2010	CPC, ERS	Will achieve a statewide contract with Sage for 2011.	In process
	b) Convene a task force to identify new purchase models for e-journal packages, including cost distribution and holdings selection, in preparation for contract renewals. Institutional journal cancellations for packages will also be considered	March-June 2010			Task force requires CSUL approval.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
3.3 Begin drafting specifications for a statewide primary vendor bid document for print/electronic approval/firm order plan to support continued development of identified areas of specialization within each library and contributing to the strength of the state's academic library collections.	a) Draw from work done at the CDRS preconference on e-books to begin drafting bid specifications for statewide approval/firm order plan.			Report to be presented at CSUL December 2009 Quarterly Meeting. Report on New Selection and Acquisition models to be presented at CSUL March 2010 Quarterly Meeting.	A task force was created at the August CPC meeting and a full report was submitted at the December CSUL meeting. CSUL suspended its support for continued work on the bid document until receiving additional information on new selection and acquisition models.
3.4 Build stronger collections with less duplication between the SUS, Florida College System, and ICUF	a)Continue work with Collaborative Ventures Steering Committee	March – Dec. 2010	FCS, ICUF, SUS, FCLA, CCLA		

CSUL Core Activity 4. Archive and preserve the scholarly record for use by future members of the communities served by Florida's state universities.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
4.1 Identify journal and monograph print core collections for placement in the state-wide storage facility.	a) Establish a collection development policy for the shared storage facility.		Storage TF, Members of CPC, PSPC/ILL?	Core journal lists and monographic selection criteria are created and approved for the shared storage facility.	November 2009: CPC has been included in the Statewide Storage Facility Task Force considerations. UF and FSU are cooperating on the core JSTOR titles, but otherwise there has been no action pending funding for the facility.
ON HOLD PER CSUL MEETING JUNE 2009 4.2 Institute a CSUL Recon team to assess and coordinate current and planned digitization initiatives to achieve best use of existing digitization facilities and expertise.	a) Charge a statewide recon team (Janus Recon TF?) to prepare a "best practices for digitization" manual. Approval from CSUL directors will assume statewide compliance at the institutional level and for the shared storage facility.		Janus Recon TF, CPC, FCLA	CSUL recon team is established and "best practices" manual is completed, approved, and widely distributed. Training is developed and undertaken as necessary.	On hold pending direction from CSUL and input from DISC.
ON HOLD PER CSUL MEETING JUNE 2009 4.3 Create harmonized policies and procedures for digitization of materials by the CSUL Recon team and the Shared Storage Facility.	a) Charge working group (Janus Recon TF) to develop a statewide collection development policy document that will		Janus Recon TF, Storage TF, FCLA		

CSUL Core Activity 5. Conduct assessments to achieve preferred learning outcomes and continuous service improvement.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
5.1 Complete usage/cost analysis of shared FCLA databases.	a) Rank shared FCLA databases for renewal purposes.	Complete	ERS, ERS subject groups, FCLA licensing specialist, subject specialists in individual libraries.	Ranked list of databases is finalized and approved by CPC/ERS.	List complete as of June 2009. ERS identified databases for cancellation at August 2009 meeting. Data relevant for 2010 review.
5.2 Begin usage/cost analysis of consortial e-journal packages managed by FCLA and acquired with institutional funds.	a) Review data to set acquisitions priorities.	July-September, 2009	ERS, ERS subject groups, FCLA licensing specialist, subject specialists in individual libraries.	System wide e-journal statistics are posted on FCLA website. Packages are prioritized for review; cancellation decisions made in prep for contract negotiations.	November 2009: Statistics can be generated for all e-journal packages from the FCLA website (http://www.fcla.edu/system/DBstats_intro.html).
5.3 Conduct an e-book usability study among SUL library users to identify issues/preferences prior to purchasing major e-book collections.	a) Draw from work done by the Health/Medical Libraries TF to create and conduct a study.	September 2009-June 2010	CPC, ERS, Health/Med Lib TF	Preliminary findings & recommendations will be submitted to CPC for review prior to December 2009 CSUL Quarterly Meeting.	November 2009: E-book TF has established target subject areas and created survey which will be distributed at UF and other participating SULs throughout the spring semester of 2010.

ON HOLD PER CSUL MEETING JUNE 2009 CSUL Core Activity 6. Seek sufficient resources to provide superior services, spaces, and infrastructure.

CPC Objective	Activity	Timeline	Resources	Assessment	Status
6.1 Identify grant and other funding sources for digitization projects.			CPC, Special Collections Subcommittee, DISC	A list of potential grant sources is created and one grant identified for application by 2010.	August 2009. Awaiting TAG digitization status report to CSUL.

State University Libraries

Electronic Resources Subcommittee Quarterly Report

December 2009 - February 2010

Action Items:

No action items.

Information items:

FCLA Database Renewals and Budget

1. FLCA processed the 2010 renewals recomended in the September 2009 ERS Quarterly Report for a total spend of $3,152,922.
   a. ProQuest African American Biographical Database was purchased with perpetual rights. It was previously a subscription database. Because the purchase cost the same as a subscription there was no impact on the 2010 budget. There will be nominal annual access fee from 2011 forward.
   b. Gale Newsletters and Gale PROMT were canceled..
   c. OCLC Research Package databases ports were reduced to 1 port per database, with the exception of Anthropology Plus, which remains at 10 ports.
   d. Approximately $55,000 was left after renewals, which CPC and CSUL plan to apply to support the CPC Pilot E-book Project.

Electronic Journal Package News and Issues

1. **Wiley/Blackwell** – As of February 12th, Claire and Wiley/Blackwell are on the threshold of agreeing on terms. Wiley is to distribute title lists to each SUL.
2. **Sage** – SULs will renew Sage individually for 2010. Claire will attempt to negotiate an SUL-wide contract for 2011. As of February 12th, Sage was in the process of sending license addendum to the SULs to cover 2010 subscriptions.

Database News and Issues

1. **SciFinder Scholar** - Five additional seats will be added during a 45 day transition from the client-based to web-based versions. The Science Working Group has been asked to recommend timing for turning on the additional 5 seats. The seats are most likely to be turned on in March.

E-resource Issues & Initiatives

1. **IEICE Journals** - FCLA loaded IEICE Journals onto a local server. Several SULs have perpetual rights to the content, and it was no longer accessible on IEICE or any other accessible online site.
2. **EBSCOnet Access for FCLA** - SULs were asked to provide a read-only user account to FCLA so Claire can see our package subscription titles. Ready access to our title lists will help with renewals and other SUL-wide e-journal decisions and processes.

ERS News and Announcements

1. **ERS Chair and Vice Chair** - Athena Hoeppner (UCF) and Anjana Bhatt (FGCU) started their 1 year terms as Chair and Vice Chair, respectively.

Respectfully submitted,
Athena Hoeppner, Chair, Electronic Resources Subcommittee

Medical/Health Libraries Task Force
Quarterly Report
March 2010

Members: Rita Pellen (FAU-Miami); Jennifer Boxen (FAU-Miami), David Boilard (FIU); Barbara Shearer and Martin Wood (FSU); Nadine Dexter (UCF); Beverly Shattuck (USF); Mary Moore and Suzy Burrows (UM); Kaye Robertson (NSU); Cecilia Botero, Chair (UF-HSCL)

In response to a request from the Florida State Board of Governors Medical Efficiencies Project, a Medical/Health Libraries Task Force, under the direction of the Council of State University Libraries (CSUL) Collection Planning Committee (CPC), was formed in December 2007. The Task Force has now expanded to include members outside CSUL specifically the University of Miami and Nova Southeastern.

Over the course of 2009 the task force had been trying to establish a shared patron initiated e-book purchasing program with MyIlibrary (Coutts). It became clear at the end of 2009 that this possibility was not going to move forward because of some technical difficulties by the vendor who was unable to establish a separate account for the Medical libraries separate from an existing main library account. They are able to establish a shared e-book approval plan under the same financial arrangement as the patron initiated plan. Over the coming year we will be working on creating a shared approval plan and initiating a pilot project.

As part of the work of the Task Force a subset of members have established a *Florida State University System Colleges of Medicine Open Educational Resources Taskforce.* The need for the Taskforce is driven by the inability of Florida Colleges of Medicine libraries to license at a reasonable rate, and often at any rate, the electronic textbooks for required courses or clerkships within the curriculum. At the same time that textbook costs have increased placing an undue burden on students, the intellectual property of Florida's faculty is often sold back to libraries by publishers at rates libraries cannot afford. The charge to the group is as follows: Investigate the feasibility of the Florida Colleges of Medicine to collaborate in producing open access textbooks and other open educational resources to support courses and clerkships taught at Florida Colleges of Medicine. The taskforce members are Beverly Shattuck (USF), Cecilia Botero (UF), David Boilard, (FIU), Kaye Robertson (NSU), Mary Moore (UM), Nadine Dexter (UCF) and Barbara Shearer (Chair-FSU).

A number of the Florida medical library directors attended the recent NN/LM SE/A (National Network of Libraries of Medicine/ Southeastern/Atlantic Region) planning meeting in Baltimore. At that meeting the Florida group decided that we should start planning to cooperate and coordinate our efforts in various areas beyond just collections. Over the next quarter we will be submitting a proposal for funding to the NN/NL SE/A for a face to face meeting of the Florida medical library directors. The purpose of the meeting is to further identify areas or coordination and cooperation and begin developing a plan.

Respectfully submitted by

Cecilia Botero (Chair)

Council of State University Libraries' Public Services Planning Committee (PSPC)
Quarterly Report to the Council of State University Libraries
Submitted by: Barbara J. Stites, PSPC Chair 2010
February 17, 2010

Action Items

1. Approval of PSPC's 2010 Action Plan. The plan has been amended and placed at the end of this report. As requested, activities related to government documents were removed and is resubmitted for CSUL approval.

Report

PSPC (Chair: Barbara J. Stites, FGCU) held their monthly teleconference meeting on January 25th and will meet again using Elluminate on February 22nd and March 29th. The status of all PSPC activities is included in the *Action Plan* at the end of this report and covers UBorrow, Alias, RAPID, single sign-on, research support services, online tutorials, OPAC development, statewide storage facility, assessment of public services, and improving PSPCs efficiency and communication.

Access Services Subcommittee (Chair: Douglas Hasty, FIU) met at FCLA on February 4-5 and covered an aggressive agenda covering:

- hold requests, reading room functionality, advanced booking and maintaining client settings and customizations
- articles in Mango, beta version of course reserves, PRISM and the ExLibris URM
- shared storage update
- identity management (single sign, patron loads, security) including information about patron record scrubbing and patron loading from Aleph into ILLIAD
- RAPID ILL consortium
- Uborrow pilot project http://fclaweb.fcla.edu/content/uborrow-pilot-project focusing on functionality features of Aleph UBorrow and ILLIAD UBorrow, solutions for delivery turnaround time concerns introduced by borrowing from libraries further away, discussion regarding planning for staffing impact of the program
- current ground delivery issues
- textboooks via ILL – open discussion SULs policies and procedures
- services in the M-environment – the group brainstormed ideas for innovation
- Chair, Doug Hasty led a SWOT exercise and roundtable discussion which identified top issues for attendee's and their libraries

Upcoming Access Services activities include 1) providing input re: UBorrow; 2) testing and assessing Alias (OCLC's new ILL product due out Summer 2010); 3) assessing RAPID and providing brief report to PSPC before May 2010; 4) improving subcommittee communication and efficiency.

OPAC Subcommittee (Chair: George Pearson, FIU) meets monthly and is in the final stages of prioritizing the 41 proposed OPAC enhancements via online voting and discussions. Examples of some suggested enhancements include:
- Making the OPAC accessible to mobile phones
- Adding book reviews
- Recommender service, "Would you like to see related items?"
- Library Thing tagging

- Embedded chat widget for help with a librarian
- LibraryElf – notifies patron when book are due
- Linking to IMDB.com for movie info

Information Literacy Subcommittee (Chair: Kristy Padron, FAU) The subcommittee met in December and discussed final committee edits to a draft for the tutorial, "Scholarly vs. Popular Journals." Production will be complete by the end of February 2010. A draft is being worked on for a second tutorial, "The Peer Review Process", due out this summer. Members of the subcommittee are also completing a survey on the state of information literacy and instruction activities.

Information gathered during the Access Services Subcommittee meeting

	Do you have security personnel in the library	Who is 24/5 or 24/7	Hours open during Spring 2010
FAMU	Sunday - Thursday, 9PM - 2 AM		114
FAU	police substation in main library only		108
FGCU	No		92.5
FIU	main campus only		111.5
FSU	Yes, in Strozier and Dirac	FSU Strozier 24/5	134
NCF	Sunday - Thursday, 9PM - 1 AM		109
UCF	No		105
UF	4PM - close; select libraries		104
UF HSC	No		97.5
USF	USF Tampa Sunday - Friday 11PM - 7AM	USF Tampa 24/7	134
UNF	Student Safety Ranger, late at night only		111.5
UWF	No		81

CSUL Public Services Planning Committee
2010 ACTION PLAN

CSUL Core Activity 1. Acquire, manage, and provide access to scholarly information resources in multiple formats, subjects, and languages in support of academic programs.

PSPC Objective	Activity	Timeline	Resources Required	Assessment Measures	Status*
Government document activities have been deleted and will be addressed by a task force appointed by CSUL					

CSUL Core Activity 2. Develop and deliver services to facilitate user-centered discovery and understanding of the record of human knowledge and to promote scholarship leading to new knowledge.

PSPC Objective	Activity	Timeline	Resources Required	Assessment Measures	Status*
2.1 Increase patron empowerment	Participate in UBorrow pilot; provide feedback and develop a marketing plan	Jan-May 2010	UBorrow Partner's Group Access Services Subcomm FCLA and other committees as required	Feed back is provided by UBorrow pilot libraries initially followed by feedback to PSPC from Access Services, OPAC, and reflected in Minutes Plans and procedures are documented for each library	January/February: alpha testing & development; local configurations March-May: CSUL update; Continued testing & develop; OPAC interface review; Broader SUL participation; Beta testing – delivery; Evaluation June: recommendation to CSUL; Implementation of solution to production; Workflow planning & testing; July: soft launch in production; Continued refinements to system & workflows; PSPC marketing planning; September: report to CSUL October: Fall production launch including PR ……………………. Policies completed: Lenders will respond within 24 hours and ship within 3 working days. Materials needed for Course Reserve at the lending institution will be recalled immediately through a Rush Recall process; materials may recalled from any

					patron type.
					Amounts of and application of overdue fines and lost book charges will be decided by the lending library based on local policy. The home institution of the patron will be billed by the lending institution; the home institution is then responsible for payment of and collection of these charges.
					Next policy decisions: • Blocks • Appeal process • Notifications – when, how many, intervals • Holiday closures • UBorrow performance and usage statistics, what & where
	OPAC Subcommittee evaluate and make recommendations regarding Mango interface and usability for UBorrow	February 2010		Minutes will reflect final recommendations	February: OPAC finalizing proposed Mango enhancements and will submit to PSPC for approval and final approval for CSUL.
	Plan workflow, training, and resource allocation for UBorrow	March 2010	Provide input to UB Partner's Group, as requested.		
	Develop publicity for UBorrow	Mar-Apr 2010	Assist UB Partner's Group, as requested		
	Test and assess Alias (OCLC)	Fall 2010	Access Services Subcomm; Test libraries; Elluminate	PSPC Minutes will reflect results of the assessment	OCLC is scheduled to launch Alias in Summer 2010
	Assess RAPID ILL	Assess and report to PSPC by May 2010	Access Services Subcomm	PSPC Minutes will reflect the results of the assessment	
2.2 Investigate single sign-on	Assign a PSPC lead person for SSO to educate PSPC re	February 2010	PSPC	There is a plan for 2011 SSO activities by	Jennifer Kuntz provided an overview @ the February Access Services F2F

	SSO			December 2010	
2.3 Examine how each institution defines (or may be redefining) and delivers "research support services" with goal of setting best practice.	Continue analysis of 2009 data	Jan-Feb 2010	PSPC and other committees as required	Anecdotal evidence that availability of statewide best practice has had positive impact on local delivery of research services.	Elizabeth Outler (UF-Law), Mary Edwards (UF-Health) - Continued analysis of 2009 data; results will be reported to PSPC @ March meeting.
	Report results to PSPC	March 2010	Elluminate		
	Plan for 2011 assessment	March 2010 – December 2010	PSPC; Assessment librarians		Elizabeth Outler and Mary Edwards will work with other assessment librarians to develop the methodology for the 2011 assessment

CSUL Core Activity 3. Collaborate to increase access to content, to create economic efficiencies, and to employ information technology in support of development and delivery of services.

PSPC Objective	Activity	Timeline	Resources Required	Assessment Measures	Status
3.1 Collaborate to increase access to content, to create economic efficiencies, and to employ information technology in support of development and delivery of services.	At least 2 electronic content products will be available to all SULs for delivery to online users e.g. podcast, RSS feed, Interactive tutorial	1rst podcast finished in 2008 2nd by Winter 2010	PSPC, Info Lit and OPAC Sub-Committee	Members of Information Literacy and Circulation subcommittees to develop one product each; analyze user access data to measure impact of e-delivery of content	3.1 Kristy Padron (FIU) reported that the subcommittee met in February and discussed final committee edits to the tutorial, "Scholarly vs. Popular Journals." Production will be complete by the end of February 2010. A draft is being worked on for a second tutorial, "The Peer Review Process."
3.2 Plan for future OPAC development	Prioritize OPAC development requests	2009 and ongoing	PSPC, TSPC, OPAC	Recommendations for a next generation OPAC	3.2 George Pearson (FIU) reported that OPAC is in the final stages of prioritizing the 41 proposed OPAC enhancements via online voting and discussions. Examples of some suggested enhancements include: • Making the OPAC accessible to mobile phones • Adding book reviews • Recommender service, "Would you like to see related items?"

					• Library Thing tagging • Embedded chat widget for help with a librarian • LibraryElf – notifies patron when book are due • Linking to IMDB.com for movie info OPAC subcommittee is prioritizing their worklist and will submit for PSPC approval.

CSUL Core Activity 4. Archive and preserve the scholarly record for use by future members of the communities served by Florida's state universities.

PSPC Objective	Activity	Timeline	Resources Required	Assessment Measures	Status*
4.1 Collaborate with CPC on recommendations for guidelines and statement of principles for merged collections for proposed SUL Shared Storage Facility, as part of the CPC goals derived from the Janus principles. (in cooperation with Task Force)	Develop recommended guidelines for access to collections in storage facility	2009 and ongoing (contingent on the specific recommendations included in the final Task Force report)	Statewide Storage Task Force, PSPC, CPC, TSPC, FCLA, staff in the SULs	Successful implementation of the storage facility satisfaction	Ben Walker reported on the progress of shared storage efforts at the F2F Access Services Subcommittee

CSUL Core Activity 5. Conduct assessments to achieve preferred learning outcomes and continuous service improvement.

PSPC Objective	Activity	Timeline	Resources Required	Assessment Measures	Status
5.1 SUL's will voluntarily participate in application of qualitative or quantitative measures assessing the same service areas so that data can be compared and a possible service benchmark established	Report results to PSPC	Each SUL submit data by January 30, 2010 Report results to PSPC February 2010 and CSUL in March 2010	PSPC, SULs staff, Acc Svcs, Info Literacy	A report will be presented that outlines the assessment results for: • ILL service • Hours of operation • Library instruction program	5. 2 Meg Scharf (UCF), Caroline Reed (NCF) - PSPC reviewed each SULs methodology; final data is due 1/30/2010
	Plan for 2011 assessment	April – June 2010	PSPC	2011 assessment plan is complete	

CSUL Core Activity 6. Seek sufficient resources to provide superior services, spaces, and infrastructure.

None.					

Other

| Improve PSPCs efficiency and communication | Develop procedures and guidelines for PSPC committees and subcommittees | Fall 2009-2010 | PSPC; subcommittees | Procedural guideline document(s) will be posted to the web. | An Elluminate license has been purchased for PSPC and. Mary Edwards will be trained to be the navigator.

Subcommittees do not have licenses but Stites is working to identify individuals on the subcommittees that may already have been provided an account via their organization's license so that they can navigate for those committees.

Nancy Cunningham will draft procedures and guidelines (e.g. posting Minutes; updating Committee and subcommittee member contact information; Communication between subcommittee members and PSPC representative) |
|---|---|---|---|---|---|

TSPC Quarterly Report
February 19, 2010

The Technical Services Planning Committee met in conference calls/Elluminate sessions on December 10, January 21, and February 11. During this period, the TSPC was principally concerned with the Single Bibliographic Record Pilot Project and organizational issues related to establishing more collaborative Technical Services standards and practices.

Single Bib Pilot Project (SBPP)

A group consisting of Susan Heron (USF), Betsy Simpson (UF), Amy Weiss (FSU) and Jean Phillips (FCLA) began the planning process after the Cataloger's Summit in October. After initial discussions of what needed to be done first, the group focused in on issues related to creating the merge algorithm of the three bibliographic databases.   It was agreed that the primary merge specification would be the OCLC number. Particular record sets (e.g. CIS) may require an alternative merge specification.

 A swiki was created for the Project group, and the login information shared with TSPC so that others could monitor the progress made by the group. The swiki contains a list of large purchased record sets which may require alternative merge specifications, a draft merge specification, and meeting minutes from the group's weekly conference calls.

There was considerable discussion both by TSPC as a whole and the Project group about preserving local data. It was agreed that local fields could be marked with a $5 and the MARC organization code if it was considered necessary to preserve them in a merge, however, further investigation suggested that much of the local information it was desirable to preserve was in local fields 590, 690 and 79x fields and could be retained automatically during the merge.   A report created by Donna Alsbury revealed that the three Special Collections had an overlap of about 15.2% of their materials and the rest of the records were overwhelmingly unique records. The Pilot Project group and others will work to attempt to minimize the loss of local data on these records.

At this time, a number of FCLA personnel are attending the weekly phone call of the Project Group and are very close to producing a first rough merge for testing purposes.

Organizational Issues

In order to explore cataloging issues in a shared bibliographic environment, the Statewide Standards for MARC Records Advisory Group was formed. It consists of five catalogers and Daniel Cromwell from FCLA. The Advisory Group's charge has been submitted as Appendix I.

The Metadata Subcommittee has been quiet lately. It has not been able to decide on projects to work on and many of the members have seemingly dropped out. After Subcommittee Chair Kimberly Montgomery discussed the Subcommittee's future with past, present and future TSPC Chairs (Sue Wartzok, Amy Weiss, and Betsy Simpson), the remaining Subcommittee members met via conference call and decided to rework their charge so it would encompass metadata for all types of materials. Ms. Montgomery is also on the MARC Records Advisory Group so the work of the two groups will be complementary.

The Acquisitions Subcommittee recently met face-to-face alone and together with the CPC.   They have been requested to complete an action plan and submit it to TSPC for review.

The Authority Control Subcommittee will submit a separate report.

Action Plan

A task force consisting of Amy Weiss, Sue Wartzok and Susan Heron drafted the 2010 TSPC Action Plan. It is included as Appendix II.

Action Item: We request that CSUL approve the 2010 Action Plan

Report Respectfully Submitted by:
Amy K. Weiss, TSPC Chair

Appendix I

Statewide Standards for MARC Records Advisory Group

Charge

The Statewide Standards for MARC Records Advisory Group has been appointed by the Technical Services Planning Committee (TSPC). It has been formed in response to CSUL's call for more collaborative cataloging practices between the State University Libraries in anticipation of a possible move toward use of a single bibliographic record as the basis for the SUL's library catalogs and in recognition of the value of shared standards by the SUL catalogers.

The Statewide Standards for MARC Records Advisory Group will:

- Solicit input from the SUL community
- Work with other committees, task groups, and subcommittees as needed
- Review examples of other consortia's cataloging guidelines for background information
- Recommend best practices for recording bibliographic, holdings and item data
- Develop standards for cataloging which meets the needs of library users in a shared bibliographic environment
- Create a resource which can be referred to online
- Recommend a mechanism for answering MARC record questions in a shared bibliographic environment

The SSMRAG will produce a preliminary document for discussion during the June 10th TSPC call. At that time the timeline will be set for producing a final document, along with discussion of how documentation assembled by the group will be maintained.

Technology Advisory Group (TAG)

Members: Beverly Caggiano (USF), Bill Covey (UF), Selma Jaskowski (UCF), Michael Kucsak (UNF), Mark Stoffan (FSU)

Informational:

TAG met via Elluminate 7 January at 2:00 pm. Topics included a summary of the December CSUL meeting, plans for the February face-to-face meeting in Gainesville, and the status of the Kuali/OLE project.

The February face-to-face discussion, held on 4 February at FCLA, revolved around recent concerns by some directors over the effectiveness of TAG. The group discussed what TAG could be doing to alleviate those concerns and speculated on the reasons for them. A recap of TAG's discussion is attached.

Action Items:

TAG requests mission clarification from CSUL.

DISC requests permission to proceed with the Digital Open Stacks project (see attached proposal).

Digital Initiatives Subcommittee:

The DISC quarterly report is submitted separately.

Thank you

TAG would like to formally thank FCLA for allowing us to meet at their offices, for coordinating lunch and making us feel welcome.

Respectfully submitted by:
Selma Jaskowski
Coordinator, TAG

TAG Objective	Activity	Timeline	Resources Required	Assessment Measures	Status
Adapted from 2008					
Examine the technology landscape for new developments that may be useful to the SULs. Inform CSUL of emerging innovations, their feasibility in our environment, and the resources required to implement them.	Query peer institutions, research the literature, discuss via email and conference call.	Ongoing	TAG	Report submitted to CSUL	E-Book readers, RFID are two topics of interest.
Working with the SUL committees, identify 1 or 2 top priorities from each requiring TAG analysis and recommendation and present them to CSUL for evaluation.	Contact committee chairs, compile priorities, submit to CSUL.	2009	TAG, SUL committees, CSUL	CSUL forwards selected priorities to TAG	CPC - Common platform for digital collections is the only objective listing TAG/DISC as a resource.
For each priority selected by CSUL, perform a technical analysis by evaluating the current state of SUL/FCLA/vendor cooperative efforts to date for each, with a written report detailing TAG's findings, including recommendations.	Divide analysis among TAG members, discuss and collectively prepare report.	2009	TAG, SUL committees, FCLA	Analysis received by CSUL	
With the Digital Services Subcommittee: Continue assessing the most productive/urgent/effective digital initiative to pursue at this time, based on an analysis of: (a) current central/FCLA digital library services; and (b) current individual digital library initiatives at member institutions.	Year 1: Updating the CAGER document Year 2: DigiTool/PALMM/ FDA analysis; Create an "Open Stacks" collection for non-Florida materials	Ongoing	TAG, DISC, FCLA	Metadata document created and Digi-Tool/PALMM/FDA analysis submitted to CSUL. Open Stacks project begun.	Metadata standards being discussed. DigiTool/PALMM/FDA analysis underway. Open Stacks proposal sent to CSUL March 2010.
2008 priorities continuing					
Harmonize FCLA Digital Library Services (FDA, DigiTool, etc.) with the needs of SUL Libraries' local digital initiatives	Compile problems/issues. Identify possible solutions.	2009	TAG, DISC, FCLA	Improved communication, a central information source, published progress	DISC survey completed outlining current state of digital initiatives in the SULs. Data submitted to CSUL in September 2009.
Suggest new technologies for FCLA to explore, based on current initiatives in SUL Libraries	Evaluate video conferencing, single sign-on technologies, etc.	Ongoing	TAG	Reports submitted to CSUL	Elluminate product selected and purchased. Institutional supervisors selected. Single sign-on discussion ongoing.
Evaluate broad technology approaches (like Web 2.0) for appropriate applicability in SUL projects	Continue contact with Duke OLE project, investigate Serials Solutions Summon product.	Ongoing	TAG	Reports submitted to CSUL	Kuali OLE project includes Florida consortium. Investigation of Serials Solutions Summon continues. A demo was given at UCF on 2/10/10 and a quote has been requested.

Technology Advisory Group
Face-to-Face Meeting Recap
4 February 2010

While the members of TAG differ in particulars of their overall evaluations, we agree that the degree to which the automation system meets SUL needs is currently sub-optimal: we all believe that within current resource constraints, the value the system brings to our campuses can be significantly improved, and not in the trivial sense of "there's always room for improvement." We also believe that the improvement process benefits from having a broadly representative Technology Advisory Group doing what the name implies: offering technical evaluations, both on the likely outcomes of proposed changes, and on whether the status quo in a particular issue space can be improved.

We believe that the group as currently constituted can fill that role and that we *have* added value with our activities to date.[1] We also believe the way SUL automation initiatives generally develop precludes our full participation. The primary inputs for changes in the system come from various other SUL subcommittees. These are usually taken directly to FCLA and either incorporated as soon as they can be developed, or are presented to the SUL directors at one of the quarterly meetings. Similarly, initiatives from FCLA are usually presented at the quarterly meetings, with relatively short advance notice. In both cases, the proposals are either being implemented or presented for director approval with very little opportunity for our comment. This bottom-up approach has the virtue of putting the practitioners closest to any given issue in the position of being the primary arbiters of it.

This is not necessarily bad in terms of any particular individual outcome, but it means that a lot of things get done (or not done) without overall evaluation of feasibility and strategic impact on other automation system initiatives. If this is acceptable to the directors, no harm done, but it is counter to our understanding of what we are supposed to be doing. It also seems to put the directors in the position of being forced to make what turn out to be strategic decisions on highly technical issues without first receiving independent strategic technical advice.[2]

We observe that the current system has been very slow to incorporate user feedback and social networking mechanisms (loosely corresponding to the catch phrase "Web 2.0"). These do not generally seem to be in queue for development, despite their high degree of popularity in parallel commercial discovery and acquisition tools (e.g., Amazon, Google) and calls for their use in library environments in the literature.[3] There is a great deal of work to do before we can finish the recently begun single bib initiative, and we need to do that both to streamline the support required for our own system and to make inevitable future migrations less painful. We feel that even the current system has a lot of potential for expanded functionality[4] that has not been widely presented for discussion of feasibility and desirability.

We feel that some of these conditions could have been avoided or at least mitigated to a great extent if new projects were required to go through an independent strategic technical review before being initiated. We also feel that a quarterly or annual evaluation of either the strategic status of the system overall or some major element of it would be a good thing and within the scope of TAG as we see it. There are certainly other types of tasks we can (and have) done, but this is where we see our greatest potential contribution.

In summary, TAG feels that it can add significant value to the process of guiding the evolution of the SUL library automation system. The degree of significance is largely a function of the degree to which its evaluations are built into the decision making process as a routine procedure. To the extent that TAG needs restructuring or re-purposing, such efforts should be focused on achieving this routinization.

---

[1] We had our first meeting in April 2007. We received our first official guidance on our mission from the CSUL directors at the December quarterly meeting of that year. Since that time, we have attended the OPAC Visioning Summit and written a paper on the efforts to reshape the OPAC; evaluated and recommended SUL support of the OLE planning project; evaluated the state of digital collection support and drafted the charge for a new SUL subcommittee (DISC) to consult in that area; evaluated multiple versions of FCLA resource and project plans; done preliminary evaluation of single-signon; evaluated and reported on technical implications of single bib; done a full-day field trip to FCLA to discuss the current state of the automation system, and how it came to be; evaluated FCLA management of a major service outage; evaluated multiple online conferencing systems, resulting in our recommendation of Elluminate to make SUL collaborations more cost-effective; and evaluated the state of reporting produced by the automation system. We have offered our consultative services to all of the other standing committees, and we have spent a great deal of time following their deliberations as published in their mailing lists and other forums. We've attended several CSUL quarterly meetings, both to make presentations and to contribute to discussions. We've also done the usual Action Plans and quarterly reports.

[2] A prominent example is the inclusion of table of contents entries in the title indices. This had the effect of making it possible to do a title search and have the entire first screen of results not contain any works titled with the search string. This was an acceptable result for the original decision makers, but an unanticipated shock to people who expect title searches to produce works with matching titles.

[3] The literature is overwhelmed with 2.0 infiltrating the automation system. Three recent and varied examples: Sherab Chen, "Can Blogging Help Cataloging? Using a Blog and Other Web 2.0 Tools to Enhance Cataloging Section Activities", Library Resources & Technical Services v. 53 no. 4 (October 2009) pp. 251-60; Luiz H Mendes, Jennie Quinonez-Skinner, and Danielle Skaggs, "Subjecting the catalog to tagging", Library Hi Tech v. 27 no. 1 (2009) pp. 30-41; Mark Dahl, "The Evolution of Library Discovery Systems in the Web Environment", OLA Quarterly v. 15 no. 1 (Spring 2009) pp. 5-9

[4] Possibilities include the ability to automatically download and install PromptCat records; automatically download and create YBP orders; automatically batch send EDI orders; automatically download and install EDI invoices; automatically update MARCit records for eSerials; and automatically download and install MARCIVE records. Some of this can be done by the individual libraries now, if they have sufficient local technical expertise and the time to apply it. However, there could be a central option for all of this as well, that would serve libraries without those resources. Having an evaluation of what is possible is the first step in discussing what the central system *should* do.

Digital Initiatives Subcommittee   Lee Dotson, Chair
                                                              @mail.ucf.edu

Quarterly Report
March 2010   Plato Smith, Vice-Chair
                                                              psmithii@fsu.edu

Summary

This report reflects DISC activity during December of 2009 and January and February of 2010. The group met 3 times by conference call to discuss various issues related to DigiTool and the Florida Digital Archive, provide updates on digital collections or other news, and coordinate activities with the Metadata Subcommittee. The minutes of the conference calls are posted on the DISC wiki at http://swiki.fcla.edu:8000/DISC.

Progress on activities

Electronic Theses and Dissertations - Issues relating to ETDs, including ProQuest's ETD Administrator and a suggestion to collaborate on a state-wide ETD publishing and preservation plan, were discussed. A brief survey was administered to gauge the level of involvement in and interest for ETD related processes and issues. The responses provided a basis for January's call to which Library ETD representatives were invited. The group agreed that using ETD Administrator could have negatives as well as advantages, and that the libraries should share their concerns and experiences with the system. Continuing conversations will include possibilities for a statewide aggregation of ETDs, a central webpage, best practices, and preservation issues.

DigiTool - Suggestions and questions regarding DigiTool included hyperlinking metadata, bookmarkable URLs, and a label for description of files listed in metadata record. FCLA is currently testing a hyperlinking metadata field. Enhancement requests are being solicited for submission to ELUNA.

Migration of PALMM collections to DigiTool discussed. Current status and target dates available at http://spreadsheets.google.com/pub?key=pIJiKFWVqTmjqNXQy_nHsdA

PALMM proposal – A suggestion for a new PALMM collection was reviewed and approved. The *Digital Open Stacks* collection will provide an online home for materials that do not fit in any current or proposed topical PALMM collection. *Digital Open Stacks* will allow institutions to provide access to resources that are digitized outside of standing projects such as Special Collections Interlibrary Loan requests and various rare and fragile materials that are digitized for purposes of preservation. For instance, if an institution has identified some items for digitization based on the ASERL unique titles list or a review of pre-1900s holdings but the materials do not meet the topical criteria of current PALMM collections, *Digital Open Stacks* will provide a much needed mechanism for hosting these materials that may otherwise remain hidden from users.

The proposal was shared with the Special Collections Subcommittee and Dean DeBolt joined the February DISC call to ask questions and provide input on the proposal. FCLA can create a test **Digital Open Stacks** collection so that contributors can begin experimenting with materials.
Additional comments and representative titles are due by February 19th. At that time, the proposal will be sent to TAG for consideration by CSUL.

CAGER - The CAGER revision working group has set up a weekly call schedule. The group has created a document on the swiki in which topics and Dublin Core elements each have individual pages so contents are easily added, deleted, and edited. Members are currently modifying the Dublin Core elements, the General Guidelines such as when to use MARC, DLU01 or Dublin Core, and the Element Description section which provides information about the elements and general information about the attributes.

<u>**Additional Activities**</u>:

In March, Plato Smith (FSU) will move into the Chair position and Laurie Taylor (UF) will take over the Vice-Chair position.

PALMM Project Proposal – Digital Open Stacks

1. COLLECTION NAMES: Various

2. DEPARTMENT OR INSTITUTION: University of Central Florida Libraries, Digital Services

3. CONTACT PERSON: Lee Dotson, UCF, ddotson@mail.ucf.edu, 407-823-1236

4. PROJECT CODE: DOS

5. SCOPE:
    a. SUBJECT(S): Various
    b. CHRONOLOGY: 1800's to present
    c. GEOGRAPHIC REGION(S): Worldwide

    The Digital Open Stacks Collection would provide an online home for materials that do not fit in any current or proposed topical PALMM collection. Digital Open Stacks would allow institutions to provide access to resources that are digitized outside of standing projects such as Special Collections Interlibrary Loan requests and various rare and fragile materials that are digitized for purposes of preservation. For instance, at UCF the head of collection management has identified some items for digitization based on the ASERL unique titles list and a review of our pre-1900s holdings. Since these materials do not meet the topical criteria of current PALMM collections, Digital Open Stacks would offer a mechanism for hosting these materials that may otherwise remain hidden from users.

    A similar collection is available through UFDC's "Open Stacks Project Resources" at http://www.uflib.ufl.edu/ufdc/?c=ospre . According to the webpage, the "**Open Stacks Project** includes general resources digitized from the University of Florida Libraries' holdings. Some of the resources found here were digitized on request for use in distance education or by remote patrons. Others were digitized for need and without being assigned to one or more other digital collections initially. Those items await proper categorization. The majority, however, have been taken from general circulation, identified by their poor condition rather than as belonging to a particular topical collection. All of these resources are in the *public domain* and most are no longer available on the open market in any better condition at a reasonable price. The *Open Stacks Project* saves deteriorating books, journals and other archival and library resources from permanent loss."

6. INTENDED AUDIENCE: scholars and students; University constituencies: faculty, staff, students; researchers

7. ANTICIPATED BENEFIT TO SUS INSTITUTIONS: The collection will aid in research, classroom use, and distance learning by providing electronic access to public domain requested print materials and rare, physically limited, or deteriorating collections.

8. ANTICIPATED USE IN K-12 EDUCATION: Students will have access to previously "hidden" resources for use in research projects and papers pertaining to a variety of subjects.

9. GENRES OF TARGET MATERIALS: Monographs, pamphlets, archival materials, serials

10. DELIVERY FORMATS:
    a. FORMATS: TIFF (*master*), PDF (*deliverable*)

11. REPRESENTATIVE TITLES:
    a. *The Electrical World*
            http://ucf.catalog.fcla.edu/permalink.jsp?29CF000226836 - UCF
    b. *The Electrical world and electrical engineer*
            http://ucf.catalog.fcla.edu/permalink.jsp?29CF000226834 – UCF
    c. *Young gardener's best companion : for the thorough practical management of the kitchen and fruit garden*
            http://ucf.catalog.fcla.edu/permalink.jsp?29CF000134188 – UCF
    d. *The itinerant side, or, Pictures of life in the itinerancy*
            http://ucf.catalog.fcla.edu/permalink.jsp?29CF001145563 - UCF
    e. *Castle Rackrent, : an Hibernian tale. Taken from facts, and from the manners of the Irish squires*
            http://ucf.catalog.fcla.edu/permalink.jsp?29CF000979313 – UCF
    f. *The elements of Euclid*
            http://ucf.catalog.fcla.edu/permalink.jsp?29CF000380211 – UCF
    g. *Barnett Collection – Pre-Colombian artifacts from Costa Rica*
            Photographs of three dimensional objects. 21 objects. - FAU
    h. *Nardin Collection – Pre-Colombian artifacts from Colombia*
            Photographs of three dimensional objects. 18 objects. – FAU
    i. *Sheila Thomson Brazil collection*
            Photographs of three dimensional objects. Estimate 100 objects. - FAU

Council of State University Libraries
Statewide Storage Task Force (SSTF)
Quarterly Report for the March 2010 CSUL meeting

This report includes discussions and activities from committee meetings conducted via conference call on December 14th, January 11th, and February 8th and via e-mail.

1. **Conference call discussion topics**

    a. **JSTOR: Building the statewide JSTOR collection**
        i.   A list of 300 JSTOR titles that have been inventoried by UF was distributed to the SSTF in February. A list of individual volumes within these 300 titles that are not held by UF was provided to FSU. They are filling in as many gaps as they can. Other CSUL members will be approached to fill any remaining gaps.
        ii. Approximately 1,000 more JSTOR titles are in the process of being inventoried at UF. The same model of asking FSU to fill gaps and then moving to other CSUL libraries if FSU does not have the needed volumes will be employed.
        iii. A list of 145 JSTOR titles held at neither UF nor FSU was sent to USF in February to determine whether it could supply any of those titles.
        iv. Work to set an 'in building use only' status on UF JSTOR materials has begun.

    b. **Results of statewide space needs assessment:**
        i.   A statewide space needs assessment survey questionnaire was drafted by a consultant and sent out to the Deans and Directors of all 11 libraries in mid-December. All responses were received by February 9th. The responses have been tabulated.
        ii. CSUL members have approximately 1.5 million volumes in storage as of Spring 2010. Based on survey responses, there will be a need for an additional one million volumes of storage, for a total of approximately 2.5 million volumes, by 2015.

    c. **High density facility update**:

        i.   UF is putting forward to the Board of Governors a revised request for a larger facility. The request will be for a ten aisle facility to hold 5.2 million volumes. Cost will be approximately $16 million.
        ii. The software (AIMS) used to provide the highly accurate inventory control needed to retrieve items from trays in the new facility arrived at UF in January. 40 hours of training for staff at the Auxiliary Library Facility was provided by the vendor. FCLA is working on an interface between AIMS and Aleph to facilitate the updating of Aleph records to indicate when an item has been placed in a tray.

    d. **Interim storage**:

        i.   A 6,000 square foot space in Gainesville has been identified as a potential interim storage location, though it has not yet been rented. The rent is $8,000 per month. Information regarding the monthly cost

of utilities is being obtained, but we are estimating an additional $2,000 per month for planning purposes.

ii. Based on the space needs assessment survey results this should be adequate to cover CSUL storage needs through 2015.

2. Other

a. Task Force Changes

i. Ben Walker, Chair of the SSTF in 2008 and 2009, moved to the UF Education Library. Cathy Martyniak, Head of the UF Preservation Department, has taken on the duties of leading the task force as on January 1st.

ii. A wiki has been established for internal communications and the official web site at http://csul.net/storage/storage.shtml has been updated.

iii. There are new members to the SSTF from Miami and UWF.

b. Future discussion topics for the group:

i. Physical condition of items, both paper and microfilm, to be accepted into the new facility.

ii. Policies for Interim Storage

iii. Development of recommended language for MOUs to document the CSUL members' agreements for interim and permanent storage.

c. Summary of Approved Policies

i. The list of storage policies approved by CSUL has been updated and should be available on the SSTF web site, http://csul.net/storage/storage.shtml.

d. Description of the SUS Shared Storage Facility

i. A brief description of the storage facility project is available at: http://www.uflib.ufl.edu/pio/shared_storage_facility.html .

e. Guest Speaker

i. Roger Schonfeld will be speaking with the CSUL group on Thursday morning, March 4th, about the Ithaka report, *What to Withdraw: Print Collections Management in the Wake of Digitization.* He will meet with the SSTF in the afternoon by conference call.

3. Action Items

a. Priorities for Assessment of UF Journal Holdings

i. UF needs advice from CSUL on the priorities for inventorying its print journal holdings in preparation for the storage facility. The objective is to inventory items that would allow other CSUL members to begin to discard unnecessary materials as soon as possible.

1. Should UF inventory only JSTOR titles held by at least one other CSUL member?
2. How soon do you need the JSTOR inventory of titles for which you have holdings?
3. Are there other print journal titles with higher priority than JSTOR titles held by UF, but not held by other CSUL members, or should UF continue with the JSTOR inventory until it is complete?
4. Should we make an affirmative effort to obtain missing JSTOR print volumes from non-CSUL libraries, once we have determined that CSUL cannot provide them?

b. Interim Storage

   i. UF needs approval to proceed with leasing interim storage space with an estimated cost of $120,000 per year to be shared by CSUL based on FTE enrollment. Anticipated occupancy would be July 2010.

Respectfully submitted,
Cathy Martyniak
Chair, Statewide Storage Task Force