

**MINUTES OF THE COUNCIL OF STATE UNIVERSITY LIBRARIES MEETING**  
**Thursday, September 3, 2015**

**Attending in person:** Judy Russell, Chair (UF); Barry Baker (UCF); Carol Hixson (FAU); Bob Dugan (UWF); Ann Prestamo (FIU); Martin Wood (FCALM); Roy Ziegler (FSU); Faye Watkins (FAMU); Todd Chavez (USF); Kathy Miller (FGCU); Elizabeth Curry (UNF)

**On conference call:** Steve Carrico (UF); Kristine Shrauger (UCF); Christine Fruin (UF)

**Guests in person:** Lucy Harrison (FLVC); Pam Northrup (UWF)

**1. Welcome and Introductions**

Barry Baker (UCF) called the meeting to order at 1:15 PM and the members present introduced themselves.

**2. Agreement on Agenda**

**Motion** to approve, motion 2<sup>nd</sup>, no objections noted. The September 3/4, 2015 agenda was approved as drafted.

**3. Minutes of June 4 and 5, 2015 held, UWF in Pensacola**

- Ann Prestamo (FIU) moved to approve the minutes from June 4/5, 2015, seconded by Barry Baker (UCF), motion passed unanimously. Motion approved by voice vote. *[Attachment 3]*
- **Review Action/Decision items from June 4 and 5, 2015** *[Attachment 3A]*  
Barry Baker (UCF) reviewed the action items from June 4/5, 2015.

**Item #13:** *Library Security Policy Survey Results:*

**ACTION ITEM:** Roy Ziegler reported that FSU would have the results of the survey in October. This item will be discussed at the December meeting.

**4. Schedule of next meetings**

December 8-9 CSUL / December 9-10 FLVC	UNF, Jacksonville
March 10-11, 2016	FAU, Boca Raton

## STANDING COMMITTEE & TASK FORCE REPORTS

### 5. Cataloging, Authorities, and Metadata Committee *[Attachment 5]*

Ann Prestamo reported on a listserv discussion regarding the need to protect local bibliographical notes at State University Libraries; catalogers across the state debated whether this will cause problems in migration to a new ILS.

### 6. Collections Advisory Committee (reporting in person) *[Attachment 6]*

#### A. Proposed Shared Monographs Initiative and Acquisitions Plan

Steve Carrico (UF) reported on the vendor proposals for the “Big Florida” PDA e-book plan shared by the 11 State University Libraries. The committee is not yet ready to present a recommendation.

**ACTION ITEM:** Decide by the end of September if funding is to continue at the same level.

Discussion ensued regarding whether CSUL prefers an access or ownership model, how much the Universities are willing to fund collectively, and what type of content should be prioritized for purchase/access.

**ACTION ITEM:** Roy Ziegler will distribute a list of Coutts links set to expire in order to facilitate single-institution purchases.

#### B. Shared Resources Information Task Force *[Attachment 6B]*

Todd Chavez reported that USF’s Director for purchasing & compliance had flagged the library’s vendor contracts through FLVC for a lack of signed agreements between the University and vendor.

Discussion ensued over the fiduciary & legal agents of negotiations, the necessity of signed agreements for accounting purposes, and the need for additional Deans to participate in future negotiations.

**IMMEDIATE ACTION ITEM:** Establish a negotiation team with Judy Russell (UF) and 2 other members (one senior, one junior) to negotiate Wiley contract.

## **7. Resource Sharing Committee [Attachment 7]**

Kristine Schrauger (UCF) reported that UBorrow fees for lost books would be implemented by December 2015. Media sharing is complicated by unknown or undocumented performance rights.

Judy Russell (UF) approved the following motions regarding listservs:

- CSUL Resource Sharing will not be consolidated into FLVC listserv.
- CSUL Circulation and Resource Sharing listservs will merge to become Access Services; will add a co-chair from UCF; will draw membership from the next-gen ILS work group.
- Small Universities may choose between FLVC and CSUL listservs if staffing does not permit participation in both.

## **8. Statewide Storage Task Force (SSTF) [Attachment 8]**

This agenda topic was not discussed.

## **9. UPDATES**

- A. Health/Medical Librarians Task Force [Attachment 9A]
- B. Law Librarians Interest Group
- C. Information Literacy & Instruction Group
- D. Scholarly Communications Interest Group
- E. Special Collections Interest Group

None of the above agenda topics were discussed in today's meeting.

## **10. Update from FLVC**

HathiTrust:

Lucy Harrison (FLVC) reported the HathiTrust interface will be prepared for testing in September 2015, pending CSUL review of forms and display.

Bibliographic data cleanup project:

Harrison reported that the bibliographic data cleanup project had progressed beyond 420,000 records, with 149,000 more identified for correction. Phase 2 will begin in September and last 9-12 months.

**ACTION ITEM:** No further identification of bibliographic records for cleanup by FLVC until after migration. Review and respond at individual institutions.

Judy Russell expressed concern that the LBR went unfunded, yet the authority records need to be addressed and that a better discovery tool is essential to meet the needs of SUL users. 40% of e-resources are not discoverable w/FLVC discovery tool.

**ACTION ITEM:** Prepare for upcoming Springer contract negotiation with inclusion of CSUL deans and their representatives

**ACTION ITEM:** FLVC response to CSUL survey on satisfaction with the FLVC Discovery Tool; FLVC needs to provide a discovery tool that meets the needs of the university students and faculty.

**ACTION ITEM:** Put together a “memory lane” group of 3 SUS and 3 FCS staff who remember ALEPH implementation to assist FLVC staff in ILS implementation

## 11. Discussion with Pam Northrup

Pam Northrup (UWF) reported that the ILS negotiations would continue for 6 weeks. Benchmarks and a timeline have not yet been set.

All LBR's have been approved by the BOG

**ACTION ITEM:** provide government liaisons with bullet points on library funding ROI

Judy Russell (UF) suggested that a (local) CSUL representative be present at future BOG meetings and report to the group on relevant items

Off Agenda – Discussion of the collection & use of textbooks in the SUL's as a way to move the needle on performance funding metrics

Pam Northrup (UWF) reported that textbook purchasing initiatives and OER's have “wild support”; suggested a press release to highlight programs in libraries, either narrative or data-driven, that have resulted in student success, return on investment, reduction in cost of degree, etc.

**ACTION ITEM:** Coordinate with FLVC on conducting a survey on textbook initiatives at SUL's

**MINUTES OF THE COUNCIL OF STATE UNIVERSITY LIBRARIES MEETING**  
**Friday, September 4, 2015**

**Attending in person:** Judy Russell (UF), Faye Watkins (FAMU), Kathy Miller (FGCU), Elizabeth Curry (UNF), Barry Baker (UCF), Carol Hixson (FAU), Bob Dugan (UWF), Anne Prestamo (FIU), Martin Wood (FCALM), Roy Ziegler (FSU), Claire Germain (UF Law).

**On conference call:** Kathryn Miller (FPU).

Called to order by Judy Russell (UF) at 8:35AM

**12. Discussion of Open access publishing activities**

**ACTION ITEM:** Open Access Publishing – defer discussion on system wide action to December.

Judy Russell (UF): SUS University Press resides on UF campus. CADD is reluctant to fund – Reactivating University of Florida Press (UF Press), separate from University Press of Florida. UF will create Library Press as division of the UF Press. It will primarily deal in reprints, specialty publications (like artists made books) and open access journals not suitable for the UF Press. Most publications will be open access.

Open Access Publishing funds are crucial to early career faculty and grad students. Varying levels of funding in SULs. FIU has lib guide. Bob Dugan (UWF): need to work with Tenure and Promotion committees. DOAJ – evaluating journals. Need to help faculty feel comfortable with their choices for open access publishing.

**Updates from interest groups - agenda item #9 from Sept. 3, 2015 meeting:**

Kathryn Miller (FPU): reports that lately scholarly communications has been mostly her educating people about Scholarly Communications and the interest group is largely inactive. However, 20 new people have joined the group, which now has 45 participants. That has revived interest. The group met yesterday and will meet at the Florida ARCL meeting. There is a webinar available on open access textbooks. Working on reviving statement re Open Access. Open Access week is in October. Group now back in motion.

Anne Prestamo (FIU): online and hybrid classes are the coming thing. We need to look at new methods of instruction. What will be the role of next gen ILS in online instruction? Elizabeth Curry

(UNF): Distance learning and assessment of instruction are the keys. How do you tie library services to performance metrics? Judy Russell: Do we need an assessment interest group?

Judy Russell (UF): UF has instituted limited circulation on some items in Special Collections. Elizabeth Curry (UNF): perhaps there should be CSUL guideline re circulation of certain special collections items. Barry Baker: this is a complicated issue. Judy Russell: perhaps a circ note – “please inquire”?

**ACTION ITEM:** Judy Russell (UF) to follow up on status of lending of Special Collections. Create Special Collections interest group?

Martin Wood (FSU) – health and medicine meeting next week. Judy Russell (UF): Collaborating re journal preservation 125 journals each region should have. Same with law. Only 4 public law schools – lots more private law schools in Florida.

Claire Germain (UF Law): no report from law – she is new to CSUL. She will take back information to her group. Judy Russell (UF): it is important to include Law and Medicine - CSUL decisions might impact law and medicine differently. Five of the eight medical libraries are fairly new and formed with electronic resources in mind.

### 13. Old Business

#### A. Library Security Survey

**ACTION ITEM:** Library Security – defer discussion until December. Per Roy Ziegler (FSU) library security survey will wrap up in October.

B. **ACTION ITEM:** Kathryn Miller (FPU) working with faculty development office doing presentation on predatory presses. Will share with group.

C. Be aware of all LBRs and be prepared to speak in support.

D. ITN for Next Gen ILS– Board of Governors is favorable since replacing 30 year old technology is good. Talk up.

#### E. Shared CRL Membership

Judy Russell (UF) followed up an action item about Shared CRL Membership. Only 6 State University Libraries (SULs) are presently members. CRL doesn't usually do consortial

memberships, but they will consider. The cost would be based on budgetary information from individual SULs. Those who are not presently members will need to furnish budget information. Barry Baker (UCF): 2015 or 2016? Judy Russell (UF): last year just closed out. CRL will make proposal. Anne Prestamo (FIU): CRL records are not in Aleph and often not effectively utilized.

#### F. NFAIS

Judy Russell (UF) provided information about NFAIS – indexing and abstracting of for profit, not for profit, and governmental sources. NFAIS offers Lunch and Learn Sessions free to members and charges a nominal fee for non-members. Judy has the code for a free Lunch and Learn Session and will share it with those who are interested. Membership in NFAIS is based on FTE and ranges from \$1,000-\$5,000. NFAIS also offers a consortial fee.

#### G. Florida's Service Animal Law

Anne Prestamo (FIU) reported that on July 1 there was a change in Florida's service animal law. While it is now illegal to represent an animal as a service animal when it is not, the law also broadens enabling service animals (broader than federal law). Documentation proving the animal is a service animal can be requested but cannot be demanded. If the animal is not a service animal it will probably misbehave. Any animal misbehavior means you can legally ask that the animal (service or not) be taken out.

**ACTION ITEM:** Anne has a PowerPoint she will distribute to the group.

### 14. New Business

#### A. Discussion of FY 2016-2017 Legislative Budget Requests important to CSUL

##### **Electronic Resources for SUS and FLVC**

Roy Ziegler reports this is the fifth year FSU has had a flat materials budget. They made budget request to cover deficit and got half what they requested. Recommendations were made to cover loss. Springer and Taylor and Francis will be dropped. They will subscribe to SOME individual high use journals instead. FSU has had conversations with Springer and T&F. Springer doesn't have pay per view. T&F has pay per view but if you cancel your subscription you can't use it. This places an additional burden on ILL. Anne Prestamo: how did you decide? what is criteria for high use? Roy: don't know yet. Anne Prestamo: FIU used 100 downloads as criteria. High use is very expensive. Roy says they may be able to afford 70 titles. Faculty senate library committee outraged. Will wreck scholarly research. Faculty senate may approach provost. Consequences of leaving agreement and returning later are dire.

Faye Watkins: FAMU is pulling back on approval plan and cutting book purchases. We are committed to maintaining service. Seem to be spending a lot on a few STEM students. FAMU pays more relatively speaking.

Barry Baker (UCF): \$1 million deficit. Sent scenarios re cuts. Faculty senate budget & administrative committee wants report. Roy: there's not much time to decide on the big deals. Anne Prestamo: FIU in holding pattern but better off than most.

Elizabeth Curry (UNF): UNF has had no increase in 15 years. They prepared cut list. Faculty protested and got cuts restored. But what will happen next year?

Roy Ziegler (FSU): FSU Provost wants quality enhancement review in spring. Roy would like SULs to send questions asked in their quality enhancement.

Carol Hixson (FAU): FAU has a program review in November.

Bob Dugan (UWF): UWF has avoided crisis by making all non-recurring money project-based. They are in good shape on the operational side. Collection budget hasn't gone up since 2007.

Judy Russell (UF): the Board of Governors and legislature requires 5% reserves be held. University reserves are often larger and can cause the legislature to withhold money. But the BOG realizes larger reserves are prudent.

### **Operating funds for FLARE**

Judy Russell (UF): There is an LBR seeking approximately \$1 million for operating funds for FLARE. Meanwhile UF continues to provide the primary support with some support being provided by the University of Miami and about half of the SUS Libraries.

### **Construction funds for the Joint Use (High Density) Library Facility**

Judy Russell (UF): FLARE now has over 2.2 million volumes. There are still many government documents to be cataloged, most of which only require copy cataloging. Remaining capacity is 400-600,000 volumes. Judy has spoken with UF Provost Joe Glover regarding an interim solution, since even if we get funding from the legislature in the coming session the facility would still be 3 years away from opening. Considering gradually replacing shelving in the original storage facility (ALF) with more high density shelving in the interim, adjusting capacity of the building until new building is complete. A member of the Board of Governors has visited and sees the

value of project. The BOG Facilities committee's current list has 7 projects, all currently underway, but no new starts. The storage facility is not on the list. Another estimating conference for construction funds will be scheduled before the spring legislative session. Judy Russell (UF) will ask for the storage facility to be added.

#### Alternatives:

- Public/private partnership. BOG has guidelines. UF has land – find a private partner to build and lease it to UF. Would cost approximately 1.5 million per year. Use someone else's capital to build and have legislature fund the lease. The legislature likes public/private partnerships.
- Iron Mountain looking to build facility in southeast. Would use automated containers 5x5 square, shelves in container. Fire suppression would be low oxygen. 24 hours in the dark. Robot moves and retrieves containers. Iron Mountain wants large volume – maybe more than we have. May also be pricey?
- Records storage? Could we broaden to include records management? Free up on-campus space by sending old records off campus. Routinely destroy according to schedule. Survey 12 universities for interest in records storage which would broaden interest in central storage for library. Ask BOG about their records management.

#### Discussion:

Anne Prestamo (FIU): stated she has some responsibility for records management at FIU but it does not use library space. She also questioned whether this discussion should include service for electronic records. The group concluded this was a separate issue to be addressed at another time.

Kathy Miller (FGCU): suggested we check with the Records Management specialist on each campus.

Anne Prestamo (FIU) suggested including each university's Office of the General Counsel office and perhaps State Archives and Records Management?

Elizabeth Curry (UNF): doing this ourselves might be much better than Iron Mountain. Could use the costs and data from a public/private proposal to negotiate with Iron Mountain.

Judy Russell (UF): says she will not raise the prospect of a public/private partnership at the facilities management workshop.

**ACTION ITEM:** Judy Russell (UF) to survey 12 universities and Board of Governors about interest in records management.

A problem with the delivery of items to FLARE via DLLI was noted and also that the FLARE transfer guidelines on the JRNL web page are not functional.

**ACTION ITEM:** Judy Russell (UF) will follow up.

A question was posed as to how institutions are disposing of duplicates in FLARE. UF recycles and UCF recommended working with other agencies to send the materials to other countries.

**ACTION ITEM:** Judy Russell (UF) will send out info about turning over discarded books to Internet Archive.

B. Selection of a representative from the SUS Law Libraries

Claire Germain (UF Law) stated Faye Jones (FSU) is leaving and will need to be replaced. Representatives can rotate geographically.

**ACTION ITEM:** The SUS Law Libraries will designate a representative and inform CSUL.

C. Next CSUL Chair

Bob Dugan (UWF) is next in the rotation to be CSUL Chair but cannot due to heavy responsibilities at UWF. It is not a requirement to follow the current rotation schedule but that is normally what occurs.

**ACTION ITEM:** Judy Russell (UF) will check the rotation list to determine whose next in line.

15. Executive Session

An executive session was not needed.

Meeting adjourned at 11:05AM. Tour of the Coleman Library and lunch followed.