

**CSUL Meeting**  
**Thursday, June 6, 2013**  
**12:00pm – 4:30pm**  
**Florida Atlantic University**  
**Boca Raton, FL**

**Members present:** Barry Baker (UCF); Tom Breslin (FIU) Brian Doherty (NCF); Bob Dugan (UWF); William Garrison, Chair (USF); Jeff Bowen (UNF); William Miller (FAU); Judy Russell (UF); Ruth Swan (FAMU); Julia Zimmerman (FSU)

**Members via phone:** Kathleen Miller (FGCU)

**Guests:** Lyn LaVigne (FAU); Rita Pellan (FAU); Jane Strudwick (FAU); Tiffany Moxham (FAU); Maria Berenbaum (FAU); Amy Kornblau (FAU);

**Guests via phone:** Lucy Harrison (FLVC); Ben Walker (UF);

1. The chair, Bill Garrison (USF), called the meeting to order at 12:45pm. A buffet lunch was provided prior to the meeting. Bill Miller (FAU) and his staff were thanked for hosting this meeting, providing refreshments, and setting up needed technology.
2. Agreement of the agenda was made with no changes or additions.
3. Approval of March 7/8, 2013 meeting held at University of Florida, Gainesville. *A motion to approve the minutes from the March 7/8, 2013 meeting was given by Tom Breslin (FIU) and 2<sup>nd</sup> by Judy Russell (UF) with few noted minor changes. Motion passed.*

**ACTION:** A revised version of the minutes will be sent to the CSUL Deans/ Directors.

After a review of the March meeting ACTION ITEMS, it was noted that all items had been completed.

4. A discussion was led by Bill Garrison (USF) regarding the timing of the next CSUL meetings and meetings of the FLVC. It was reconfirmed that CSUL will continue their quarterly meetings on the first Thursday/Friday of the month. *The following dates and locations were discussed and reconfirmed by all.*
  - o September 4/5\*– hosted by UCF, Orlando (a joint CSUL/FLVC meeting)
  - o December 5/6 – hosted by FGCU, Ft. Myers (a joint CSUL/FLVC meeting)
  - o March 2014 – hosted by USF, Tampa
  - o June 2014 – hosted by FIU, Miami
  - o September 2014 – hosted by FSU, Tallahassee
  - o \*Dates changed to September 4/5 instead of 5/6 by FLVC
5. CSUL website appointment was reviewed. Amy Kornblau (FAU) will be the new CSUL Webmaster. She reviewed what content was currently on the outdated CSUL website that was once maintained by FCLA and was to be either archived or moved to current content. Detailed report of actions from Amy is as follows:

- **The landing pages for the CSUL Standing Committees will include the former name of the committee or task force:**
  - Collections Advisory Committee (Formerly: Collections Planning Committee)
  - Cataloging, Authorities, and Metadata Committee (Formerly: Technical Services Planning Committee)
  - SUS Resource Sharing Committee (Formerly: Resource Sharing Task Force)
  
- **Links to all committees and task forces that are no longer active will be moved from the CSUL home page (<http://csul.net/>) to the “Archival Information” page (<http://csul.net/node/17>). These committees and task forces are:**
  - Digital Initiatives and Services Committee
  - Public Services Planning Committee
  - Technology Advisory Group
  - Single Bib Task Force
  - Unmediated Borrowing Task Force
  
- **Currently, the only active CSUL task force is the Statewide Storage Task Force.**
  
- **The CSUL interest groups will be added to the CSUL home page (Wording will be provided to the FAU Libraries to add to this section regarding how to join the interest groups as well as the names of the current chairs):**
  - Special Collections Interest Group
  - Medical Librarians Interest Group
  - Scholarly Communications Interest Group
  - Law Librarians Interest Group
  - Information Literacy Interest Group
  
- **The “Other” category on the current CSUL home page (<http://csul.net/>) may be removed if there is agreement regarding the following:**
  - The “FCLA Advisory Board” link goes to the FLVC site: <http://fclaweb.fcla.edu/node/587/> instead of to documents on the CSUL site. Based on our discussion at the CSUL meeting today, this link may be removed from the CSUL home page.
  - As the “TF Future of Academic Libraries in Florida” link should be kept for historical purposes, Kornblau suggests that this link be moved from the CSUL home page to the CSUL “Archival Information” page.
  - The latest information from the “SUS Libraries Interest Group – FLA” is from 2007. Kornblau suggests that this link be moved from the CSUL home page to the CSUL “Archival Information” page.
  
- **Ongoing Site Content Management:**

- Current CSUL committees and task forces should begin reviewing the CSUL Website to make sure their information is current. CSUL committees and task forces will be responsible for maintaining their content on the site (uploading documents, revising Web page links, etc.).
  - All current CSUL committee and task force chairs should review their member information pages on the CSUL site and submit current membership information to the FAU Libraries so that we can revise these listings.
  - The FAU Libraries will be responsible for uploading the CSUL meeting documents/revising Web page links to these documents.
6. Statewide Storage Task Force (SSTF). Judy Russell (UF) reported on behalf of the committee several key points from their report. She also announced that Ben Walker (UF) will be the new chair for the Statewide Storage Task Force. The following **action item request** was submitted by the SSTF:
- Request the **reactivation of the Storage Cataloging Access Discovery (S-CAD) advisory group** that was at one time assisting the SSTF with cataloging issues related to the shared collection ([http://csul.net/sites/csul.fcla.edu/uploads/Guidelines\\_Catalog\\_Storage\\_FINAL.pdf](http://csul.net/sites/csul.fcla.edu/uploads/Guidelines_Catalog_Storage_FINAL.pdf)). The group would help advise UF and FLVC staff working on the FLARE ADM project (and the SSTF as a whole) on procedures and policies for submitting libraries (including UF libraries) to prepare their ALEPH records when transferring materials to FLARE, to generate statistics on contributed items, and to provide display options for user discovery.
- Discussion: Maria Barenbaum (FAU), representing CAM mentioned that CAM is requesting a representative to be appointed to the SSTF. Lucy Harrison (FLVC) remarked that FLVC will provide representatives. *Judy Russell (UF) made a motion to accept the reactivation; Tom Breslin (FIU) seconded. Motion passed.*
- Judy Russell (UF) also mentioned that the University of Florida paid for the storage site during this past year. With the upcoming budget restrictions looming, it may be a struggle for them to pay the continuing cost.
- ACTION:** Judy will take this matter to her Provost who will ask the CAVP for funding via an LBR.
7. Cataloging, Authorities, and Metadata Committee (CAM). Maria Barenbaum (FAU), representing CAM, presented four issues from the committee:
- We need representation on the FLARE committee to ensure the best workflow in the Shared Bib environment and to address the issue of statistics. *This was acted on favorably during the previous agenda item.*
  - Do we need to change the CAM chair term to July-June instead of January-December if CSUL changes their term? *Yes, both appointments should be on a yearly calendar year term.*
  - Confirm that automatic updating (UPD Y) for authority records is a high priority for FLVC. This supports the correction of headings in the discovery tools, which

is particularly important for our users as RDA is implemented. It will ameliorate the problem of split headings files and save staff resources. *Lucy Harrison (FLVC) agreed that this is a high priority for FLVC and that there has been activity in this area within the past few weeks.*

- o Confirm that the ability to add local modifications to the LCA10 authority file is on the FLVC priority list. This is a step in moving to a single authority file, which supports Shared Bib.

**ACTION:** *Lucy Harrison (FLVC) was not aware of this and will contact Susan Heron (USF), chair of CAM.*

- 7a. CAM Authorities Subcommittee Report – The report was reviewed by all.

**ACTION:** Members of this committee need to be submitted to the CSUL Webmaster.

- 7b. CAM Bibliographic Control and Discovery Subcommittee Report – The report was reviewed by all.

**ACTION:** Members of this committee need to be submitted to the CSUL Webmaster.

8. Resource Sharing Committee – Barry Baker (UCF) reported for Kristine Shrauger (UCF) RSC chair on the committee's report and focused on the issue of adding "Rapid book chapters" to the CSUL service.

**ACTION:** Ruth Swan (FAMU) requested that FAMU be added to the interested list as a beta-tester.

Another topic of discussion was U Borrow and some concerns that users (and the originator, TBLC) have had regarding service and delivery issues.

**NOTE:** a separate email from Lucy Harrison (FLVC) was received later in the day and forwarded to the CSUL Deans and Directors by Bill Garrison (USF) on this matter:

*"I was just following up on the Rapid ILL conversation from Thursday's CSUL meeting. During the call, there was a question about whether the colleges might be interested in participating in Rapid ILL (either for articles or book chapters). We said the next steps would be: 1) FLVC staff would talk with Kristine Shrauger at UCF, and 2) there would be a discussion at the FLVC Resource Sharing Standing Committee. Well, it turns out that both of those things have already happened, and the conclusion from both discussions was that this was not something that would be of interest for the colleges at this time."*

9. Special Collections Interest Group – Bill Garrison (USF) is still searching for a replacement for Mark Greenberg (USF) who left USF in April.

**ACTION:** Judy Russell (UF) will ask her Special Collections staff for a volunteer to moderate this group.

10. Information Literacy Interest Group – Barry Baker (UCF) reported that Elizabeth Killingsworth (UCF) has resigned her position at UCF, so another moderator needs to be appointed. Lyn LaVigne (FAU) volunteered to be the new moderator.
11. Law Librarians Interest Group – Faye Jones (FSU) was unable to attend the meeting as previously planned and there was no report submitted.
12. Health/Medical Librarians Task Force – Tiffany Moxham (FAU) attended the meeting on behalf of Barbara Shearer (FSU), chair. From their report, the name of this group was clarified and will be renamed to the Florida Consortium of Academic Libraries of Medicine (FCALM). This is the explanation of their purpose and membership given in their report:

The “Medical/Health Libraries Task Force,” formed in 2007, included all state-funded academic medical/health sciences libraries in Florida. In 2010, all 8 Florida academic medical library directors formed the Florida Consortium of Academic Libraries of Medicine (FCALM). FCALM members are: Barbara Shearer (FSU), 2013 Chair; Rose Bland (USF); David Boilard (FIU); Cecilia Botero (UF); Nadine Dexter (UCF); Mary Moore and JoAnn Van Schaik (UM); Tiffany Moxham (FAU); and Kaye Robertson (Nova Southeastern).

- At the April 2013 meeting of FCALM, it was decided to change the name to the Florida Collaboration of Academic Libraries of Medicine to avoid any confusion with publishers and vendors. The FCALM is not a legal entity and while it negotiates the most favorable terms of licenses with publishers and vendors, each FCALM member signs its own license and is invoiced individually.

In addition to the explanation of their purpose, negotiations with Elsevier have begun and the differences of “Clinical Key” and “MD Consult” were discussed.

The meeting adjourned for the day and will reconvene on Friday, June 7, 2013 at 9am, with a light continental breakfast served.

**CSUL Meeting**  
**Friday, June 7, 2013**  
**9:00am - Noon**  
**Florida Atlantic University**  
**Boca Raton, FL**

**Members present:** Barry Baker (UCF); Tom Breslin (FIU) Brian Doherty (NCF); Bob Dugan (UWF); William Garrison, Chair (USF); Jeff Bowen (UNF); William Miller (FAU); Judy Russell (UF); Ruth Swan (FAMU); Julia Zimmerman (FSU)

**Members via phone:** Kathleen Miller (FGCU)

**Guests:** Valerie Boulos (FIU); Lyn LaVigne (FAU); Rita Pellan (FAU); Jane Strudwick (FAU); Tiffany Moxham (FAU); Maria Berenbaum (FAU); Amy Kornblau (FAU); Ken Frankel (FAU); Dawn Smith (FAU); Joanne Parandjuk (FAU); Maris Hayashi (FAU);

**Guests via phone:** Lucy Harrison (FLVC); Lee Dotson (UCF)

The meeting was called to order by Bill Garrison (USF), Chair at 9:00 a.m.

13. Collections Advisory Committee (CAC) – Valerie Boulos (FIU) reviewed the information items from their report which was distributed prior to the meeting. The discussion included the shared projects with FLVC such as: PDA Project implementation; purchase of the Table of Contents Records from YBP; decision not to charge a subcommittee on shared licensing; the FLVC e-resource survey results; issues with “shared bib” record sharing; and SCOAP3 calculations. One action item was brought forward by the CAC:

**Action Item:** The Collections Advisory Committee requests approval of a face-to-face meeting in August 2013. The purpose of the meeting is to strategize and discuss CSUL-wide collection activities such as the statewide PDA project, the FLVC Group Licensing process, e-journal package renewals, shared storage policies, and additional projects that may be needed. The meeting should result in a draft action plan for the remainder of 2013 and 2014.

*It was agreed by all that a face-to-face meeting is a good idea.*

14. Digital Initiatives & Services Committee (DISC) – Lee Dotson (UCF) joined the meeting via conference call and reviewed the June report of the committee. She also reported that the transition from CSUL to FLVC has been completed smoothly and this committee now reports directly to FLVC as the Digital Initiatives Standing Committee. There are no decisions or recommendations pending. Bill Garrison (USF) thanked Lee and the committee for their work.
15. E-Resource License Negotiations – Bill Garrison (USF) began the discussions with a summary of issues that continue with group content as well as deadlines rapidly approaching for renewal of some major packages. He reminded everyone that he,

Bill Miller (FAU) and Judy Russell (UF) will meet with Elsevier at ALA later this month to begin discussions again on CSUL licensing. The question of a possible conflict of interest for Claire Dygert (FLVC) negotiating for FLVC as well as CSUL was discussed. Lucy Harrison (FLVC) responded that there would not be a conflict of interest and that group content will need to be open and available to everyone (CSUL & FCS). FLVC will continue to monitoring core spending and that CSUL can inform FLVC of its needs, budget and other guidance for negotiation sessions.

Issues with the upcoming year of flat or reduced budgets and the possibility of SULs having to pick up overages or unfunded resource packages were discussed. The point of an additional transition year was suggested so that CSUL's can adjust budgets and request additional funding if needed.

**ACTION:** From the survey of databases needed, CSUL would like for the list to be re-ranked with the databases that could be cut identified.

16. FLVC Update – Lucy Harrison (FLVC) gave a brief synopsis of the report which was sent out to the CSUL Deans and Directors prior to the meeting. She mentioned that the Executive Committee has looked at LBR suggestions which total \$2.9M to \$4M.
17. Other – Cards of appreciation were given to Tom Breslin (FIU) for his interim role as Dean and representing Florida International University Library and to Ruth Swan (FAMU) for her service as Interim Director and congratulations on her upcoming retirement.

Meeting adjourned at 11:15am.