

DRAFT
Minutes
Council of State University Libraries
Thursday, March 9, 2006, Noon – 5:00 p.m.
University of North Florida
Thomas G. Carpenter Library

Members present: Kathy Cohen (recorder), Lauren Crump (for New College), Derrie Perez, Lauren Sapp, Barry Baker, Dale Canelas, Jim Corey, Kathy Hoeth, Sherry Carrillo (for FIU), Dana Sally, Bill Miller, Shirley Hallblade

Members absent: Althea Jenkins

Others present: Robert McDonald (for FSU)

1. Agreement on Agenda with additions to the Directors' discussion:

Kathy Cohen had three questions for the directors' discussion at the end of the meeting: c) who used a materials shelf ready provider, d) what was the status of Data Warehouse, and e) who had a disaster recovery company on retainer? Also added later were f) FLA, g) Print journals, h) UF Subscriptions update, and i) ExLibris Users Group.

2. Minutes of December 1, 2005

- Approved as corrected—page 2, # 7: should *be Digital Archive for commercial e-journals*.

3. Schedule of next meetings were approved:

- June 8–9, 2006 – UWF, Pensacola
- September 11–12, 2006 – UF, Gainesville
- December 7–8, 2006 – Indian River Community College, CCLA
- March 1–2, 2007 – FAU, Boca Raton

4. Salary Survey and Organization Charts

There was a brief discussion about trying to align functions with salary, rather than title, since there is no standardized title system across the universities. Directors had earlier shared their organizational charts. Kathy Hoeth will incorporate a 2-3 year salary survey cycle into the CSUL organizational document as a reminder.

5. Committee Leadership Appointments for 2006 – handout was reviewed.

6. Updates

- a. Kathy Hoeth reported that the joint meeting will be February 12–14, 2007, on the UCF campus in the Student Union building. The directors discussed what their role in the joint meeting should be. Agreement was that there should be a keynote speaker, perhaps Susan Nutter, NCSU. Other possible topics could be the strategic plan, the vision, and a review of the committee charges.

Derrie Perez commented on what the role of the committees should be in the strategic planning process. Dale Canelas suggested that each library could convene their committee members to review their activities and ask that the committee activity be shared at faculty meetings. It is important that committee members understand the importance of their active participation, that minutes are posted regularly, and that they are clear on their assignments.

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- b. The SFX/Metalib Summit survey is out, and the response deadline is March 10.
- c. The Metadata and Cataloging Summit Update in attachment 10 indicated that preliminary discussion is underway.

7. CPC Report/ERS Report

- a. The Digital Archive for Commercial E-journals Subcommittee has not met yet; Barry Baker is the liaison. Jim Corey suggested that the committee look at the Mellon Foundation project Portico.
- b. ERS development plan – The directors did not need to approve the document since it is an internal subcommittee document. The directors believe that the title of the document does not reflect its procedural focus. It does, however, need to be reviewed by the CPC.
- c. Pilot Projects with SOLINET were reviewed. The Compendex backfiles were acquired. The ERS is considering the University of Chicago Press package and is working with SOLINET now on an alternative to LexisNexis Academic.

8. DDAC Report was accepted.

9. PSPC Report

- a. The ILL Subcommittee will be meeting soon.
- b. The OPAC Subcommittee submitted its report, which had not yet been seen by the whole PSPC. The directors noted that this is an internal committee document, and while accepted, it did not need to be approved by the CSUL. The PSPC should review it, however.
- c. The Information Literacy Subcommittee was formed. The directors accepted its membership; the composition of the subcommittee did not need CSUL approval.

10. TSPC Report

The directors do not think that a Verde task force of both TSPC and ERS members is necessary. They prefer that FCLA work with liaisons from each of the libraries. Jim Corey suggested a Verde liaison on each campus. If necessary, a task force could be formed later.

- a. The Authorities Subcommittee Report was accepted.
- b. The CAGER Subcommittee Report was accepted.

11. Directors' Discussion

- a. Jim Corey reviewed the BOG and state budget process. He asked the directors for advice on resubmitting the same FCLA e-resources request next year because FCLA has been turned down twice for an increase for e-resources. The directors said Jim should continue to request additional funding each year.
Since the e-resources in FCLA's request came originally from ERS, Bill Miller suggested and the directors agreed, that the ERS should revise the e-resources list in FCLA's request to emphasize biotechnology, nursing, education, and other workforce related areas for purchasing. Jim Corey said he would work with ERS on this. It will be needed by early May.
- b. On the Organization document, page 1, correct DADC to DDAC. Add Information Literacy Subcommittee to the Public Services Planning Committee. Add Salary Survey to the CSUL director's page.
- c. USF, FGCU, and UF use shelf ready materials.

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- d. Jim Corey said the Data Warehouse project is continuing steadily with new reports made available as they are developed.
- e. UCF has a disaster recovery firm on retainer; Barry Baker said he would send Kathy Cohen the details. Lance Query from Tulane has been speaking on disasters recovery for libraries.
- f. Derrie Perez encouraged us all to attend FLA in Orlando, April 18-20.
- g. Kathy Hoeth asked if each of us knew how many print subscriptions we had. She will send an email requesting information.
- h. Dale Canelas led a discussion about expected book budgets for 2006/07; she is preparing for a possible cut in subscriptions totaling \$750,000.
- i. Jim Corey reminded us that the ExLibris Users Group, now called ELUNA, has opened membership to anyone using its products. Each member gets 100 votes. Membership is \$250.

12. Adjourned at 4:45

NOTE: A tour of the UNF Library addition/renovation followed the meeting from 5 p.m. to 6 p.m.

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ACTION/FOLLOWUP ITEMS – CSUL Meeting

SALARY SURVEY AND ORGANIZATION CHARTS

Kathy Hoeth will incorporate a 2-3 year salary survey cycle into the CSUL organizational document as a reminder.

TSPC REPORT

The directors do not think that a Verde task force of both TSPC and ERS members is necessary. They prefer that FCLA work with liaisons from each of the libraries. Jim Corey suggested a Verde liaison on each campus.

ERS DATABASE LIST

ERS should revise its desiderata list to emphasize biotechnology, nursing, education, and other workforce related areas for purchasing. Jim Corey said he would work with Monica Metz-Wiseman on this. It will be needed by 1 May.

CSUL ORGANIZATION CHART

On the Organization document, page 1, correct DADC to DDAC. Add Information Literacy Subcommittee to the Public Services Planning Committee. Add Salary Survey to the CSUL director's page.

PRINT SUBSCRIPTIONS

Kathy Hoeth asked if each of us knew how many print subscriptions we had. She will send an email requesting information.