

Minutes
Council of State University Libraries
Thursday March 10, 2005 – 8 am to 5 pm
University of Central Florida, Rosen College of Hospitality Management
9907 Universal Blvd.
Universal Orlando Foundation Library – Room 120, Instruction Room

Members present: William Miller, Grady Morein, Laurence Miller, Barry Baker, Lauren Sapp, Kathy Cohen, Kathy Hoeth, Dale Canelas, Jim Corey. Absent: Derrie Perez (represented by Todd Chavez in the afternoon), Joan Pelland, Althea Jenkins (represented by Maryhelen Jones).

Wrap up of organization issues. The group met in the morning to finish cleaning up the organizational structure of CSUL which was worked on the previous day. The final chart of organization will be prepared by Kathy Hoeth and be distributed to all members.

Some of the items that were discussed to finalize the document:

CSUL section:

Reports, such as Strategic Plan and ad hoc reports, need to be added to the “Reports” section. Also add: “Strategic Plan will be reviewed once a year.”

We need to get final, corrected minutes posted via FCLA.

FCLA section:

Reports: add ad hoc reports as required to DCU, CAVP ,when requested.

CPC section:

Change names of ECC to ERWG, etc. (SCWG, DWG)

L. Miller wants to put the word “cooperative” into the CMC charge. There was discussion about two different versions of the charge—our document vs. the one in the CMC document. K. Hoeth agreed to integrate the two into one.

D. Canelas asked whether we want to keep ECC as a subcommittee and let the subcommittee have work groups; consensus was “yes.”

The ECC will become the ECSC. Add “subcommittee” to the CSUL “workgroups” box

There was discussion about taking the Digitization group out of CPC and making it a separate group, more focused on technology and not on collections, reporting completely to SULC. There were mixed feelings. Should we make it a fourth group reporting to CSUL? Consensus was: yes. Call it the Digitization Development and Access Committee, or DDAC (was Digital Program Planning Committee). Scope is not just technology of data capture but also access. Membership: primarily techie people but work with Special Collections people; most members will not be librarians.

We need to bring the framework to our librarians now.
DDAC needs a whole grid of its own now. K. Hoeth will finalize the grid and send it out to the directors for their ok.
All workgroups will become subcommittees. Subject specialist work groups remain under CPC but can be convened by any group within CPC.

For all 4 groups:

Under "Leadership," for all four groups, we need to be the ones who appoint the leadership.

Under "Meetings," for all four groups, say "should meet at least 4 times a year and more often as required."

Reports should come around the 15th of the month.

Add "trends" to each charge.

Give each committee a review of the document to see if we omitted anything.

Omit suggested meeting format times.

During lunch, the group viewed an ACRL webcast featuring Michael Keller and Clifford Lynch; this teleconference was a preview event in anticipation of the upcoming ACRL National Conference.

The group reconvened at 2:00 p.m.

1. Agreement on Agenda Approved.

2. Minutes of December 9, 2004: Approved with minor corrections (spelling of "Compendex" in item #6, add "will" before "discuss" in item #8, and remove "UCF noted CNI" in item #9.4)

3. Schedule next meetings

June 2-3, 2005 in Tallahassee at FSU

September 1-2, 2005 in Tallahassee at FAMU

December 1-2 in Sarasota at New College Joint. Meeting -- SUS to arrange

March 9-10 2006 will be at UNF

June ?? 2006 will be in Gainesville (exact dates tbd)

September 2006 will be in Boca Raton (exact dates tbd)

4. Report of the CMC

1. Approved the general statement of charge "in spirit" with final wording to follow.
2. Approved granting authority to the CMC to approve the ECC budget recommendations for CSUL-wide databases managed through FCLA funds.
3. Approved selection of the OCLC WorldCat Collections Analysis Service as the vehicle for obtaining an overall picture of the collections in the CSUL.
4. Approved Milton Wolf to begin negotiations with OCLC for 05-06 to obtain the best pricing model for both a consortial as well as an individual use of the OCLC WorldCat Collection Analysis Service.

5. Report of the DPPC

Approved 2 or more distributions of money to schools, as they come up with their \$7,500 projects, and as the status of the budget for next year becomes known. Funds will be distributed as projects are approved by DPPC.
Approved making SCTF a standing committee under CPC.

6. Report of the ECC

Todd Chavez reported that the USF legal department has told Monica that they have a problem with her negotiating for the whole SUS without a special charter. Jim Corey reported that a UF lawyer stated that it is not a problem at UF. W. Miller said that what we need is a statement from the CAVP encouraging us to do this because it saves money. D. Canelas thinks it's in our charge to build collaborative collections.

The ECC recommends that the State University Libraries compile use statistics for all locally held fee-based electronic resources. We need to decide which statistics are most important, and we need to force vendors to give us these figures. J. Corey suggested having public services staff work on this, but the feeling was that they lack the expertise in this area. Therefore, we will create a statistics work group, chaired by Todd Chavez. This will be a workgroup of CSUL. The membership of the workgroup will be established sometime after July 2005.

7. Report of the TSPC

The committee approved a recommendation that all SUS be bought up on Ex Libris on the original schedule, then that all of us be moved at once to the latest production version. Unfortunately, however, this is not feasible. Once all institutions are on the current release, J. Corey says that it is

feasible to move all the institutions at once to the next release, but each release contains essential things and each must be loaded in succession. None can be skipped. Also at issue are the extent of the changes in each version, and whether we would have to unload and reload data. We cannot support a long-term maintenance of two different Aleph releases simultaneously, but moving from one to the next should be fairly easy.

Aleph releases take a year to stabilize so we should always stay 1 release behind. Nifty features often don't work when new.

8. Fall Meeting

In December, we agreed to hold a Fall Meeting that includes the Committees and to discuss this at our March meeting. We need to decide what we want to accomplish with the Fall meeting. The old format involved 3 days, and the complaint was that it took a lot of staff out of the library for a protracted period of time. The meeting could be shortened to minimize this problem. However, the consensus was to leave the format as is, and have the meeting on November 7-9, 2005.

Do we want to have a planning subcommittee? Yes. Michelle is working with the chairs of the committees. All committees and standing subcommittees will meet during the annual meeting. This would include the new statistics group, and committees like Circ. And ILL.

9. Director's Discussion

K. Cohen wondered if there had been any impact of the Academic Learning Compact on libraries. The answer was yes, at UNF, WSF, and UWF.