

Minutes
Council of State University Libraries
Thursday, December 1, 2005 10:30 a.m. – 3:00 pm
New College of Florida
Jane Bancroft Cook Library

Members present: Kathy Cohen, Althea Jenkins, Joan Pelland, Derrie Perez, Lauren Sapp, Barry Baker, Dale Canelas, Jim Corey, Kathy Hoeth, Sherry Carrillo, Dana Sally, Bill Miller; Laurel Crump, recorder

CHAIR'S Note: These minutes will also serve as our "action item list" because almost every entry is either an approval or needs follow-up.

1. Agreement on Agenda with additions to the Directors' discussion:
 - Development Director proposal – Kathy Cohen
 - Strategic Planning – Derrie
 - Cell phones to renew books – Jim
 - Salary Survey
2. Minutes of September 1, 2005
 - Approved with correction: Item 7B, 3d line, 'be' changed to 'by'
3. Schedule of next meetings were adjusted as follows, note highlighted changes:
 - March 9-10, 2006 – UNF, Jacksonville
 - June 8-9, 2006 – UWF, Pensacola
 - September 11-12, 2006 – UF, Gainesville
 - December 7-8, 2006 – TBA by CCLA [from CCLA/FCLA meeting = Indian River Community College]
 - March 2007 – FAU, Boca Raton
4. Review of September 2005 Action Items
 - Brief discussion with consensus that action items have been addressed
5. Committee Leadership Appointments for 2006
 - Reviewed the latest additions to the list of appointments
 - List of appointments approved
 - Derrie will send out appointment letters with copies to CSUL members, as well as thank yous to those whose terms are ended
6. Joint Meeting /Recommendations from November 2005
 - Joint Meeting Planning
 1. Approval for no joint meeting in 2006
 2. Approval of suggested Committee members to begin planning early 2007 meeting
 3. Kathy Hoeth will serve as Committee CSUL Liaison to assist in planning 2007 meeting; she will contact Michele Newberry and Committee chairs and vice chairs to begin planning as soon as possible
 4. Agreement not to extend 2006 Committee Chairs terms of office but enable them to attend 2007 Joint Meeting

- Discussion about the topical summit recommendations with agreement that Committees can get together to plan 3-4 summits to present to the CSUL for review. The DDAC and ERS are asked to plan and submit a program for the SFX/Metalib Summit; DDAC and TSPC are asked to plan Metadata and Cataloging Summit. The Aleph Enhancement strategy should be put on the 2007 Joint Committee agenda with Jim as liaison. These and/or any other summit proposals should be submitted to the CSUL. Proposals should include who is responsible for hosting summit, site of meeting, recommended audience, agenda, content, and expected outcomes.

7. CPC Report/ERS Report

- Digital Archive – Barry Baker volunteered to serve as CSUL liaison and to work with a subcommittee from CPC and ERS to identify what is a reasonable pilot project, costs, etc. John Ingram will be in charge of assembling the Subcommittee. Priscilla Caplan will also be included.
- Pilot project with SOLINET – Recommended that the Committee investigate this further, decide which of the projects to address, and return to the CSUL with a budget for their consideration.
- Recommend that *after* the SFX/Metalib Summit, a decision about a working group for SFX/Metalib can be determined.
- After discussion, concur with plan to keep ERS term at 2 years with approval of CPC.
- CPC chair is asked to notify CSUL directors between quarterly reports of final actions affecting budgets.

8. DDAC Report

- Subcommittee: The DDAC is asked to work with the ERS to develop a proposal for the SFX/Metalib Summit; from that Summit, future recommendations can be made to the CSUL.
- Statewide collection of ETDs: DDAC is asked to conceptualize and plan but not implement; DDAC is asked to analyze so that duplicating time, money or effort from other agencies involved with ETDs does not occur. The CRL Latin American collections were mentioned as an example of potential duplication.

9. PSPC Report

- Information Literacy Subcommittee was approved
- Electronic Resources Optimizing Subcommittee should be addressed at the SFX/Metalib Summit
- OPAC Subcommittee informational items were accepted

10. TSPC Report -

- The TSPC charge, communication concern, and CAGER charge were approved. The language of the TSPC charge will be added to all the committee charges.

11. Directors' Discussion

- ERM systems
 - Discussion about changes at FCLA from NOTIS to ALEPH
 - Backup of SFX – Jim will see if this is done nightly
 - Discussion about FCLA being a partner and their role – what systems would be best on their servers?
 - Dale will draft an outline for a focused discussion about the strategic plan for SULs' needs and resources. The CSUL has a year's work. We need to be ready for the future as well as functional today, and we need to define how FCLA fits into the plan. Once a plan is drafted, we could use the 2007 Joint Meeting to help pull it together.
 - Meeting in March 2006 will begin at 8:30 a.m. with coffee, and allow focused discussion from 9:00 a.m. to noon, with regular meeting to follow.
 - CSUL wants FCLA to continue to focus on national and international trends, etc.
 - The ERS is to make a recommendation to the CSUL regarding Verde

- Unmediated borrowing
 - Mary Jackson study shows that unmediated borrowing is less expensive than traditional ILL
 - ExLibris is developing a module through ALEPH for unmediated borrowing but FCLA has not asked them to make it a priority for development
 - FCLA has questions about if they should encourage this service through ExLibris? Will community colleges be involved? Could ILLiad be used as the front end? Would not be available until ALEPH version 17 or 18.
 - The PSPC will be asked to have ILL Subcommittee begin discussions about the concept of unmediated borrowing; they are having a meeting next week.

- Development Officer – After discussion, Kathy Cohen was asked to check back with her development officer about details and reason for proposal of giving a presentation to the CSUL about fund-raising.

- Cell phones for renewals through ALEPH: There is a third-party service that requires text messaging; cost is about \$5.00+/month on the cell phone bill. Costs students \$0.99 per semester. Jim was asked to make arrangements for getting this option and CSUL will notify PSPC.

- Salary Survey for administrative position: Derrie can fax members the template as it is not available in electronic copy. Email survey information or fax it to Kathy Cohen by the end of January 2006 to have ready for March 2006 meeting.

- Strategic planning was addressed earlier.

12. Adjournment at 2:45 pm.