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## Collections Working Group Minutes for December 4, 2006

Consortium of Academic and Research Libraries in Illinois

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## Collections Working Group Minutes

December 4, 2006

Joliet Junior College

**Members attending:** Jerry Anderson (Joliet Junior College); Katie Maier-O'Shea (North Park University), Linda McEwan (Elgin Community College) by phone, Linda Morrissett (DePaul University), Nancy O'Brien (University of Illinois at Urbana Champaign), Marlene Slough (Eastern Illinois University)

**CARLI staff attending:** Elizabeth Clarage, Connie Walsh

**Members absent:** Karen Egan (Illinois State Library)

1. Agenda approved
2. Minutes approved with minor corrections
3. Grants Program 2007. Reviewed the status of the program. All checks have been sent to participants.
4. Awards Program 2008. All documents for the program were approved by the CARLI Board at its September 2006 meeting. Linda Morrissett, Jerry Anderson, and Elizabeth Clarage held a conference call on October 17 to plan the "Proposal Writing Workshops". This group worked on the *CARLI Institutional Affirmation of Eligibility* form. Susan Singleton also reviewed the document. The workshops will be held December 6 in Chicago (Illini Center) and December 12 in Normal (Heartland Community College). Due date for the "Intent to Apply" forms was December 1, 2006. There were 38 different "Intent to Apply" forms received. More forms were received but several were duplicates due to a misunderstanding about people involved in a proposal submitting a form. E. Clarage has met with CARLI staff to discuss and plan a proposal reviewing website. E. Clarage will contact staff at EIU about the scoring rubric.
5. Bibliographers' Meeting – The meeting was held on November 2, 2006 at Elgin Community College. Linda McEwan and E. Clarage worked on the agenda and logistics of the meeting. Amy Maroso was the featured speaker on planning digitization projects. During the afternoon, 38 groups met. CWG reviewed the evaluations for the meeting.
6. Update on OCLC Collection Analysis Summary. Due to the 100 symbol limit of the Group product, CARLI will broker the Individual product for members. CWG still plans to survey members of the group product for their opinion on the usefulness of the product. The Working Group thought that pulling some information from the product before the subscription expires on December 31st would be beneficial. Marlene Slough and E. Clarage will work together to pull last copy information for each participant.
7. Last copy guidelines. CARLI Staff has expressed concern about the language in the document specifically "must" in the third statement. CWG agrees that the wording should be changed to "should." E. Clarage will have the document updated on the CARLI website. Group will also ask that the I-Share Users Group review item three and make suggestions for how last copy might appear in the catalog.
8. Workshop for 2006/2007. The group discussed two possible workshops. One as a shared program with the Statewide Serials Collection Task Force. The morning would be a program on weeding collections planned by the CWG while the afternoon would be a program on last copy planned by the SSCTF. L. Morrissett and N. O'Brien agreed to work on this program for the CWG. They will aim to complete the Program Planning Committee suggested program form in January. Another program that was discussed was a possible workshop on scholarly communication. This program would be planned for fall of 2007. Jerry Anderson will work to complete the Program Planning Committee suggested program form in

January. E. Clarage will work with both groups.

9. Results from June 2006 consortia survey. Group wished to see the specific results from the surveys. E. Clarage will send these to the group. Group postponed this discussion to review the survey responses.
10. Book Vendors. Group discussed the possibility of CARLI posting an RFP for Book vendors for CARLI members. Connie Walsh will review the current language in the contract that UIUC has for state institutions.
11. Other items. FMG On Demand. A message was sent to CARLI staff about this product. Group recommended that the interested party should submit a suggestion to the CARLI Product and Services Vetting Committee.
12. Future Meetings:
  - February 5, 10:00 am conference call
  - April 30, 10:00 – 3:00, place t.b.d.
  - May 21, 10:00 am conference call