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Collections Working Group Meeting Minutes from April 30, 2007

Consortium of Academic and Research Libraries in Illinois

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Collections Working Group Meeting Minutes

April 30, 2007

School of the Art Institute of Chicago
Room 606, Library Instruction Room
Sharp Building, 37 S. Wabash
Call in number: 217-244-7526
Meeting at 10:00 am

Members present: Nancy O'Brien, Linda McEwan, Jerry Anderson, Linda Morrissett, Connie Walsh, Elizabeth Clarage. [conference phone was not available for call in members]

Minutes of the [December 2006](#) and [February 5th](#) meetings were amended to add dates of future meetings, subcommittee members, and some minor grammatical and contextual changes. Minutes for both meetings were approved as amended.

Committee structure:

Three current members rotate off this year and are encouraged to volunteer on the CARLI website if interested in reappointment: Jerry Anderson, Karen Egan, Nancy O'Brien. Last year Susan Singleton appointed the chairs of each committee; this year the chair will be elected by committee members at the first meeting, which will be in July. It was agreed that the CWG has too few members among which to distribute the committee's assignments; therefore the CWG recommends that the group be expanded to 9 members. In addition to the 2 CARLI staff liaisons' places on CWG, the committee suggested that the Illinois State Library should be invited to appoint an ex officio member to CWG. To further strengthen the committee and provide continuity, a vice chair/chair-elect will be selected at the July meeting.

OCLC Collection Analysis Product

A license has finally been agreed upon. OCLC agreed to drop the \$500 set up fee for smaller schools. By May 4th Elizabeth will send out an announcement to CARLI members advising of the new pricing available and to contact her if they are interested in participating this year. She will also send out a brief assessment survey to the 91 participants from last year by May 7th.

Last Copy Guidelines

The Statewide Serials Collection Task Force is recommending that CARLI work with Portico to ensure future access to serials rather than pursue a program to prohibit cancellations. There was discussion of whether recent materials may have permanent research value vs. immediate need.

Elizabeth advised that the Statewide Serials TF will be recommending to the CARLI Board that a portion of the Collection Partnership Award funding be allocated to a project to update serials holdings. The CWG members registered strong concern that this would be inappropriate use of funds which should be dedicated to expand and strengthen statewide collections, when the suggested project to update serials holdings is an ongoing maintenance issue for institutions who should already be keeping good records.

Elizabeth also advised that the UIUC book scanning equipment should soon be ready for projects. Future collection awards might include digitization of unique or last copy materials.

Nancy will send to the group a draft she and Linda prepared as a response to questions ICAT group brought up about Last copy guidelines. The ICAT group was asked to recommend best practice for placement of “last copy” designation in the bibliographic record, which they declined to do. The CWG might consider adding an FAQ to the Last Copy Guidelines to explain questions brought up by ICAT. We will discuss this at our next meeting.

Workshops for FY08

The recommendation was made to combine the weeding workshop with the Bibliographers’ Meeting in the fall. Elizabeth, Linda and Linda will work on planning for that program. CARLI annual meeting is October 26th, Champaign; the bibliographers’ meeting should be on or about November 2nd.

Scholarly Communication workshop needs a more detailed program proposal, but the Planning Committee is enthusiastic about the preliminary proposal and is willing to fund for about \$7500, suggesting there be a small registration fee. Jerry will work on program development and identifying potential speakers. The committee agreed a spring program would be good.

Review of Award Proposals

The committee reviewed scores and comments about the 27 proposals and discussed the merits of each so that comments can be included with the recommendations to the Board and added to each proposal’s response letter. Results of scoring and recommendations from this meeting will be presented to the Board at its May 18th meeting. If the Board refers questions back to the CWG, we will convene by conference call on May 21st. [217-244-7526] Linda will contact CWG members in advance if the conference call is needed.

Old Business

Book vendors—no update.

Joint Working Group Chair meetings (February, May): The group met in Springfield in February, sharing their progress and plans for the year. It was recommended that the chairs of all committees meet once per year to enhance communication between them since many projects and issues of the various committees overlap in scope. The two newly-appointed groups have been working on planning and vision for the future. Now that CWG has successfully put into place the procedures for the awards program, bibliographers meeting, and topical workshops, the CWG agreed that future planning should be a major focus of the next year.