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Collections Working Group Minutes from February 25, 2011

Consortium of Academic and Research Libraries in Illinois

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CARLI Collections Working Group

Conference Call Minutes

February 25, 2011

Members attending: John Dorr, chair, Illinois Institute of Technology; Frances Drone-Silvers, Parkland College; David Green, Northeastern Illinois University; Karen Janke, Erikson Institute; Marlene Slough, Eastern Illinois University; Jim Millhorn, Northern Illinois University; Heather Parisi, Dominican University; Lydia Morrow Ruetten, Governors State University; William Thompson, Western Illinois University

Members Absent: Harriet Lightman, Northwestern University; Fred Barnhart, Loyola University Chicago

Staff Attending: Elizabeth Clarage

Staff Absent: Connie Walsh

Decisions:

Minutes of the January 28, 2011 meeting were approved on the wiki.

Agenda was approved.

Meeting was adjourned at 12:00 p.m.

Announcements:

Elizabeth: Because of voice over I.P. (VoIP) problems thus far, for this committee year the rest of our virtual meetings will be held by conference call. Please work to get VoIP working so that in the new committee year that begins July 1, we might use VoIP to do committee work.

Training Programs:

Webinars/Podcasts: The inaugural session of the CWG webinars was recorded by Karen and John. Elizabeth is doing the mixing and the content for the first program should be about 30 minutes. Jim will do the next webinar on collecting COUNTER statistics. Elizabeth has received confirmation that Anita Foster can do a webinar in April on using USTAT in SFX. John will contact Mary Konkell about a May webinar. Bill can create a webinar on locating contemporary literature for June. Heather has a staff member who would be interested in doing a webinar on Serials Solution for the fall. Elizabeth noted that CARLI has a Powerpoint template that can be used. John and Karen created a brief statement about the series that he will add to the template. Members are asked to think about future topics and presenters.

Fall 2011 Forum:

Location is still up in the air. It was decided that a Chicago-area location would be good for this program. Karen is checking at the Erikson Institute. If that won't work, John should be able to get space at IIT. Bill will create a draft announcement. Suggested panel – how do people approach Open Access Week. Heather knows a person at Dominican that could speak on this. Jim suggested Paige Weston from the CARLI office; Elizabeth will check

with her. If we need funding for speakers, we will need to put in a request through the Program Planning Committee. Elizabeth asked the people contact her as soon as they receive information on locations, dates, etc. so we can move this along, and she noted CARLI usually does not pay honoraria to panel speakers.

Special Collections in Illinois:

Lydia reported that the subgroup is preparing a survey that can be sent to CARLI libraries to gather information about their special collections. Elizabeth noted there is a CARLI email list for Special Collections and Archives, but it does not receive a lot of traffic. Heather said that Dominican University has an archives lab course; students could receive practical experience by visiting and working with special collections and seeing if some of these collections might be good candidates for digitization. The group will go ahead with plans and will send a draft of the survey to CWG.

Book Digitization Initiative:

Elizabeth noted that Internet Archive is honoring current pricing through the end of June, then there will be an addendum to the agreement that for the price per image scanned will be determined by the length of each item. We should note this in our documentation.

The group discussed the proposals received this quarter.

Decisions:

- Approved all proposals for digitization. Will confirm with one institution that they have the rights to digitize. Group determined that institutional minutes would not be digitized through the CARLI Initiative. Established that cost-share will be required for yearbooks and directories.
- Other agenda items tabled until next meeting.

Tasks Assigned:

- Karen will check on Erikson availability for Fall Forum.
- If Erikson is not available, John will check at IIT.
- Elizabeth will send out a "Call for Participation" for the Group's Fall Forum.
- John will contact Mary Konkell about a May webinar.
- Bill can create a webinar on locating contemporary literature for June.
- Heather has a staff member who would be interested in doing a webinar on Serials Solution for the fall.
- Special collections small group will create a survey and send to the group to review.

Next meeting: at IIT March 25