Collection Development Committee
Meeting Summary
March 19, 2004

Present: Cindy Ingold, Tom Teper, Tim Cole, Jane Williams, Kerry Wu, Alvan Bregman, Katie Newman, JoAnn Jacoby, Rod Allen, Lisa German, Karen Schmidt, Kathleen Kluegel (for Jane Block), Esra Coskun (Collections GA), Bruce Wicks (SCL chair)

Karen introduced Esra Coskun, who is the new graduate assistant in the Office of Collections. She welcomed Bruce Wicks, chair of the Senate Committee on the Library, who attended the meeting to join the discussion of the FY05 collection budget allocation process.

FY05 budget allocation: we reviewed the process for FY05 allocation. Karen brought a sample scoring chart from a previous fiscal year, and we discussed how scores were gathered and fed into the allocation process. We are asking subject librarians to submit a new budget narrative by May 15, with scoring to be completed by June 24. Karen will send out the revised FY05 form for the CDC to review within the next week, and then will send the form, the link to the budget narratives from previous years, and a sample scoring sheet to the subject librarians. At the April meeting we will have a practice scoring session. Karen asked about adding a market place factor in the matrix. There was agreement that this year, market place issues should be reflected in a question on the narrative, and that we should begin to look now at how to factor this in to the matrix. Karen and Esra will work on this and bring some ideas back to the committee.

Electronic resources: JoAnn Jacoby asked about the status of the group that was assigned the task of reviewing all of our er14 electronic resource titles. When Lisa Romero left the CDC, this assignment stalled. Wendy Shelburne, Cindy Ingold, and JoAnn Jacoby agreed to move forward on this assignment. It was agreed that the CDC needs more active participation in managing the er14 fund and in reviewing the titles this fund acquires. We discussed the possibility of having a built-in sunset for all er14 titles, so that titles would automatically cycle off the fund unless they had a champion to advocate for their renewal. Wendy Shelburne could not attend the meeting, but Lisa announced that the OUP titles that previously came to us for free are now available only through purchase.

Significant gifts policy: The committee reviewed the revised gifts policy that includes new sections on significant gifts. A number of editorial suggestions were made. Karen will make the revisions and bring the document back to the committee for one final look.

Acquisitions update: Lisa German reported on staffing in Acquisitions. The implementation proposal for serials check-in has been sent to the Library Budget Group. The approval plan subcommittee continues its work, and the merger of Academic and Blackwell is finalized and the problems the merger caused are ebbing. There is an
EBSCO training session coming up for Library staff. She also noted that Cataloging is in good shape and reported that Atoma Batoma, the new cataloger, is beginning to sample records for the Brief Cat books now housed in a room in the Bookstacks. Karen, Lisa and Esra will be producing a serials price increase report that will show the potential effects of FY04 price increases on FY05 fund lines, if no cancellations are made. This report would be out soon.

Collection Issues Survey: Karen shared a draft of a short collections survey that she would like to send out to the Library faculty. The survey focuses on issues related to print retention, electronic and print acquisition, funding allocation, etc. A question related to balance between serials and monographs was suggested and will be added. Karen would like any additional suggestions by the end of March.

Senate Committee on Library: Bruce Wicks reported that SCL is looking at journal price increase issues, especially in light of recent Senate resolutions at Stanford and other universities. SCL is not likely to work on a resolution for the Senate at this point, but is seeking ways to be pro-active and to educate the faculty about the issues in scholarly communication. At a recent SCL meeting, Emily Watts attended to discuss the promotion and tenure process, academic freedom, and how boycotting manuscript submissions to certain journals plays into the scholarly achievements of the faculty.

Next meeting: April 27, 2:00 p.m.