Collection Development Committee
Meeting Summary
October 26, 2004


Karen introduced Dawn Schmitz, CLIR intern, who will be joining CDC meetings during her internship.

**Budget Information:** It is still too early to have FY06 budget planning schedules or any information. Karen reported on the status of the NEH Challenge grant and Friends awards. Karen and Lisa had recently met with Tiffany Tsou, Business Office, to verify the amount of money available for the NEH Challenge grants and to establish a new way of managing these awards to monitor the expenditures better. The money available for Friends competition is $52,000 this year instead of the $100,000 that we have usually received. This is due to more donors designating money for specific subject funds so that fewer dollars go into a general pot. Karen will announce the competition dates shortly.

**Market factor discussion:** Karen reviewed the CDC discussion of September, when the Committee voted not to include inflation figures as part of the matrix but recommended that subject librarians have reliable data available to describe the effect of inflation on the funds they manage. Esra Coskun sampled 4 funds – Engineering, History, Japanese and Women’s Studies – to look at inflation impact for 2004. The exercise highlighted the difficulty in obtaining generic information from vendors. We agreed that we need to provide information for different disciplines from several different sources. Information on domestic and international acquisition rates by fund is also useful information. We will populate a Collections web site that includes data from reliable sources. This information can be provided by subject librarians, Acquisitions and Collections as it is available. Jane Block also suggested that Lisa German put a requirement in all vendor RFPs to have vendors give us good information on inflation from year to year.

**Matrix timetable issue:** CDC had also discussed the idea that the matrix be applied every other year. Matrix outcomes would be applied over a 2 year period. CDC divisional representatives reported for divisions, with 4 divisions against the proposal, 1 division for it, and 4 neutral. We also reviewed the idea that matrix scores would be grouped by division instead of funds, and no one spoke in favor of this. We agreed that any division could submit a narrative proposal for the whole division if it wishes.

**E-Resources Update:** Wendy reported on the visit by our Elsevier representative, Bob Zuzak. Their new product, Scopus, is available for trial, although a specific price quote has not been provided yet. She explained that new Elsevier publisher acquisitions are not included in our backfile purchases. Wendy also discussed a new Gale reference product, the Making of Modern Law, and Corbis Images for Education. She reported briefly on the er14 fund review, and the overlap study, both of which projects are continuing to be worked on.
**Preservation Report:** Tom Teper reported on grants that we have recently received, including CIC8, Save America’s Treasures-Sandburg, and the USAIN grant. There is a procedural document under development regarding the acquisition of out of print items. This spells out handling searching for available copies, as well as payment by funds for any copying. He will send this document out to the CDC when it is finished. We talked about how we make paper copies of microfiche. Karen will talk to Newspaper and Slavic regarding the technology they have to handle this, and report back to the CDC. The Disaster Plan is almost finished and will go to AC when done. The Bookstacks Reorganization Group, under the direction of Betsy Kruger, has begun to meet. One area of interest is cleaning the Bookstacks, and a subgroup of the Preservation Committee is looking at various means to address this.

**Area Studies Discussion:** Karen reported on a recent discussion she had with the Area Studies division regarding the subject areas the division covers and the importance of these acquisitions to our overall collection plan. The result of this discussion was the suggestion that a couple of Area Studies librarians attend a CDC meeting to talk about these issues in the broad context of Library acquisitions. Cindy Ingold said that two Area Studies librarians are prepared to come to our November meeting, so this will be the initial item on that agenda.

**Updates:** Karen updated the Committee on fund structure and forum planning groups. Donna Hoffman has been working to schedule meetings of both of these groups, and the work should be underway very soon.

**Upcoming Meetings:** After a short discussion, it was agreed that we would hold our regular November meeting on November 30 as usual, and that we would review the Library calendar regarding the December meeting (scheduled for December 28.)

Next meeting: November 23, 2004, 428 Library.