Collection Development Committee
Meeting Summary
July 24, 2007


Tom thanked everyone who served on the Collection Development Committee over the past year as today’s meeting will be the last day for all who are not standing members of the committee.

**Budget Update (Tom & Rod)**

Rod Allen shared with the CDC what he knows thus far concerning the budget situation. He informed us that in regards to the salary program this is still extremely chaotic on campus, but that the budget officers hope to know something more concrete by August 3rd.

Rod mentioned that he has received notification from the Provost regarding the budget for FY08; however, Paula Kaufmann wants to initiate this conversation at the All Staff Budget Meeting on Wednesday, August 1st.

Paula has given the go ahead to share information regarding the FY08 collections budget with the CDC. For FY08 the library is to receive $595,000 in new permanent money for collections. In order to put this into some perspective, for FY07 the library received $400,000 in new money, and $100,000 of that was immediately re-allocated internally.

**Oak St. Selection Principles (Tom & All)**

Powerpoint regarding Oak St. Selection was sent out with the agenda earlier today.

Tom put the Oak St. Selection process on the agenda because he is looking to the CDC to help form some guiding principles of selection for the next phase of transfers to the Oak Street facility. The hope would be for CDC to come to some sort of codification as a management scheme. By setting forth some general guidelines, the process of selecting items for Oak St. would ideally become more routine and practiced by the library.

The CDC agreed that we may definitely want to implement different models for different collections. For example, the way in which the history collections are handled is quite different from the way philosophy collections are handled.

The CDC collectively agreed that there needs to be a certain set of criteria for all digitized materials that are freely accessible to the library’s patrons. The process should be automated with the opportunity for human intervention with brief and well-defined instructions, but overall none of the digitized materials should return to stacks.

Tom agreed to take all of the CDC’s input and pull together a working draft and send it out to the CDC.

**FY07 Wrap Up**
E-Resources Position Spending (original allocation $96,000):

- $10,000 ERM
- $27,000 ERM Application (Verde)
- $4,000  Wages (e-resources)
- $55,000 Springer e-books (transferred into collections)

End of the Year Wrap Up

Expenditures from Sweeps:

- Web of Science (available currently)
- Nature backfile  (available in 2007)
- Approval Plan  (funds to cover deficit)
- JSTOR V  (available by 2009)
- Springer ebook  (transition in from operating side)

*We had approximately $200,000 less than the previous year*

FY08 Allocation Discussion

- $595,000 in new money for FY08
- Current Expenses Breakdown:
  - $20,000 (unavoidable) record purchases earmarked by Budget Group
  - $25,000 operational needs for e-resources funding—necessary to support library operations
  - $50,000 Backfile pool
  - $45,000 er14
  - $9,300  Reserves

With the money remaining, the CDC could put the money towards devaluation, inflation, or the approval plan. The CDC needs to determine what to fund and to what level. Since a collective decision was not reached by the CDC as to how to proceed with the spending of the rest of the collections money, another meeting will be added in the next week or so in hopes of reaching an agreement.

Approval Plan-Cost Control for FY08 (Lynn Wiley et al)

Fund Percentage of Total Amount Expended on AP given by Lynn Wiley

Lynn Wiley reiterated that the approval plan is grossly overextended and that the aim for FY08 is to slow the approval plan costs down. One option is to establish price caps and when the money is spent the approval plan is shut down for the rest of the fiscal year.