

Collection Analysis Group

Meeting Date: October 12, 2016

Meeting Minutes

Attending: Ka-Neng Au, Kayo Denda, Rebecca Gardner, Jim Niessen, Laura Palumbo, Jonathan Saucedo, Gracemary Smulewitz, Elizabeth Sosnowska, Julie Still, Tao Yang (chair)

Excused: Mary Beth Weber

Item	Discussion	Outcome
1. Format and distribution of CAG minutes	CAG has not produced and distributed official minutes in the past, because the discussions often involve sensitive financial information and preliminary vendor offers. CAG's work is of interest to library faculty and staff working in the collections area. Should we produce and disseminate official minutes? Should we use a particular format for the minutes?	Agreed to produce official minutes that can be shared broadly. The minutes will follow the format of Cabinet minutes.
2. Holdings management/weeding projects & Last Copy Policy (Guest - Jamie Smith)	<p>Reviewed ongoing transfer projects to alleviate stacks overflow in Alexander. Discussed pros and cons of some alternative solutions: more book trucks to hold overflow books, use of compact shelving, and removal of books available in HathiTrust. Shared stories about unfavorable reactions from the user community toward withdrawing collections. Raised questions about aspects of the Last Copy Policy – defining “durable” digital access and role of shared repository, and clarifying preservation commitments.</p> <p>Jamie presented data for the proposed project to weed bound periodicals at Dana. The Dana project is of high priority. Dana prefers to start with one publisher and Wiley was suggested.</p> <p>Jamie has begun to investigate the periodicals interfiled with books by LC classification; there are over 50k volumes in Alexander and 10k in LSM. Transferring these periodicals to the Annex can help ease the overflow problem and will take less effort than weeding monographs.</p>	<p>Jamie will send Au information about the Wiley titles in Dana.</p> <p>Jamie will also develop title lists for interfiled periodicals in the book stacks of Alexander and LSM. She will share them with Jim and Laura.</p> <p>Review of holdings management projects will be a regular agenda item for CAG.</p>

3. Non-state funds allocation process	Reviewed last FY's non-state spending. Discussed the process to allocate this year's non-state funds. CAG will coordinate the process. The library directors will be engaged. With the input from both library directors and selectors in the local units, the director's representatives on CAG will make allocation recommendations to Tao. The disciplinary representatives on CAG will then provide feedback from the University-wide disciplinary perspectives. We aim to complete the process and distribute the funds to selectors in November.	Endorsed the allocation process and timeline.
4. Monograph approval plan for humanities*	<p>We are providing access to 140,000 current e-books in the ebrary package and will be purchasing about 9,000 frontlist e-books this year from Springer, EBSCO, and JSTOR (not including firm orders placed by selectors). The influx of e-books addresses the University-wide need for books in all disciplines.</p> <p>We can now turn our attention to the need for print books in the humanities. Tao has started discussions with Coutts about creating a new book approval plan, which will be print only, university presses only, and humanities only.</p> <p>The need to expand access to streaming media resources (particularly Kanopy) was also discussed.</p>	<p>Tao will share with CAG the estimated cost of the proposed humanities approval plan from Coutts. The feasibility and size of the plan is contingent upon the availability of funding.</p> <p>CAG will look for funding for the Kanopy PDA pilot recommended by the Media Team. Subject librarians are responsible for purchasing non-reserve media materials with their own allocations.</p>
5. New developments related to e-books	Discussed new issues related to e-books: loading e-book records into discovery, understanding different licensing terms of different providers, putting e-books on reserves, and de-duping.	A brown bag for library faculty and staff on e-book issues was suggested. Gracemary will look into it.
6. Major vendor visits and follow-up	Tabled	Will follow up by email.
7. Announcements	Tabled	

*The Final Report of the University's Task Force on the Humanities was released after the CAG meeting. Even though the Libraries are not mentioned specifically, the report may inform our approach to collection development in the humanities.