

Collection Analysis Group

Meeting Date: November 9, 2016

Meeting Minutes

Attending: Ka-Neng Au, Kayo Denda, Jim Niessen, Laura Palumbo, Jonathan Saucedo, Gracemary Smulewitz, Elizabeth Sosnowska, Julie Still, Ann Watkins, Mary Beth Weber, Tao Yang

Excused: Rebecca Gardner

Item	Discussion	Outcome
1. Review of Last Copy Policy and holdings management projects (Guest – Jamie Smith)	<p>Dana periodicals weeding project – Jamie has compiled and sent out a list of Wiley journals in the Dana collection. Au reported that the list is being reviewed.</p> <p>Earlier this week, Melissa Just announced the closing of the Center of Alcohol Studies Library and the integration of its collection into NBL. It is an urgent project that has a significant collections and holdings management component.</p> <p>Several other projects are pending approval or being analyzed. Three smaller projects have been completed since September.</p> <p>The group discussed the first draft of the Print Retention and Withdrawal Policy and provided feedback to Tao.</p>	<p>Au will get back to Jamie after the review of Wiley titles in Dana is complete.</p> <p>Tao, Mary Beth, Gracemary, and Jamie will work with NBL on the CAS Library project.</p> <p>Tao and Jamie will discuss the projects that are pending approval.</p> <p>Tao will revise the draft Print Retention and Withdrawal Policy and bring it to LRC for discussion.</p>
2. Transition from “Central Funds Request” to priority setting process	<p>Selectors have been using the “Central Funds Request” form to request new subscriptions and large one-time purchases, but the process has not been functioning in recent years because there are essentially no unencumbered “central” funds available for new acquisitions. The wish list just keeps growing, with some outstanding requests dating back to over a decade ago.</p> <p>We have had some initial success with a discipline-based process, in which the disciplinary groups set their own collection priorities via an equitable and transparent process and actively pursue them. The</p>	<p>CAG will continue the discussion about local and discipline-based processes for setting collection priorities.</p> <p>Tao will also seek the input of directors on this issue.</p>

	<p>business librarians group set a good example of this discipline-based process and one of their top priorities, PrivCo, will soon be added through swap.</p> <p>However, the discipline-based process is slow-going, because it takes time to build consensus within the disciplinary groups and identify opportunities for swap. The process is also internal to each group. There are concerns about whether the discipline-based process can be responsive enough to the needs of the universities.</p> <p>We may need to develop a new local priority setting process to complement the discipline-based process. In the local process, the selector brings departmental needs to the attention of director. The director prioritizes different requests and discusses the possibility of funding them with the appropriate university partners, other directors, and AUL/CDM.</p>	
<p>3. Operations Update</p>	<p>Elsevier negotiation - We have finalized the negotiation with Elsevier for a new contract. The proposed contract is being reviewed by the University for approval.</p> <p>JSTOR e-books - We can now access about 10k e-books on the JSTOR platform. The number will increase to 25k in December.</p> <p>Non-state allocations - The allocation sheets prepared by the Business Office have gone to Camden, Newark, and SC/UA and will go to NBL soon. Tao has met or is scheduled to meet with directors and director's representatives on allocations.</p> <p>Humanities approval plan – The discussion with Coutts about a print only, university press only, and humanities only approval plan is ongoing. The profile will be finalized after we finish the non-state allocations.</p>	

	<p>BTAA Large-Scale Acquisitions – This year’s purchases include Sage shallow backfile package (1999-2009), IOP backfiles, Adam Matthew Databases, and Reveal Digital Music Magazine Archive. The AMD purchase needs the input of humanities and social sciences groups. Public announcements about the purchases will be made when the access becomes available.</p> <p>Ongoing trials – We have ongoing trials for PrivCo, Berg Fashion Library, and Encyclopedia of Islam.</p>	
4. Announcements	<p>Mary Beth reported recent issues with gift books that selectors sent to CTS for cataloging.</p>	<p>Selectors are reminded to review the physical conditions of gift books and only send those in acceptable conditions to CTS.</p> <p>Selectors also need to communicate with Mary Beth before sending big shipments of gifts to CTS.</p>