

Collection Services Council Meeting of December 1, 2020

Present: José Adrián Barragán-Álvarez, Jean Dickinson, Natalia Estrada, Mohamed Hamed, Chan Li, Sherry Lochhaas, Toshie Marra, Jo Anne Newyear-Ramirez, Liladhar R. Pendse, Stacy Reardon (co-chair), Anna Sackmann, Michael Sholinbeck, Jesse Silva (co-chair), Hannah Tashjian, Tim Vollmer

Minutes: Anna Sackmann

- Announcements
 - No meeting in January
 - RFP for cataloging vendor services: task force being led by Osmand Celik for bids to help us with language cataloging services. Goal is to speed up the cataloging process and for materials to be shelf ready.
- Collaborative Action Partnership Feedback from CDLG
 - Next steps from CDLG:
 - Focus on informal collaborations and how we can identify them.
 - Re-administer the survey in a different form with questions that will help us understand all types of collaborations. Or, in lieu of a survey, hold forums or focus groups with a facilitator to draw out information. Work with division heads or councils to pull together conversation groups.
 - Jo Anne and Jesse can help the Strategic Collaborative Action Partnership Group develop next steps.
- GreenGlass Working Group--[Draft Charge](#)
 - Identify the scope of the working group and what the working group will address vs. individual selectors
 - Working group: define the profile of our collections overall. Involve selectors for subject profiles
 - Identify unique areas of our collection to digitize
 - Use GreenGlass to make NRLF deposit selections/criteria and making decisions on “building use only” items
 - Collaborative partnerships
 - Selectors give feedback of their subject profiles to the GreenGlass working group
 - Future access to data for researchers? Assess after we learn more about the depth of the data
 - Will finalize draft charge prior to training in January
- Microfilm/Microfiche Move
 - Staff from Moffitt will move into the microfilm/microfiche room as surge space
 - Print newspaper titles were assessed to identify those that we have perpetual access to. Amounts to approx 50,000 reels of microfilm, which will be sent to NRLF for storage (California related and titles that may not necessarily be preserved nationally - e.g. topics on women, LGBT, etc.) Some print newspapers will be moved to the periodicals room on the 2nd floor of Doe.
 - Timeline has not yet been established. NRLF is currently not accepting any shipments.

- List of titles was shared with CSC
- [Guidelines: Assessing, Managing, Changing GOBI Profiles Document](#)
 - Questions, stumbling blocks on making changes to the profile?
 - More time for CSC to look at document - please review by January 15, 2021
 - Will add a category for how to add series on standing order with Gobi (and how that different from adding a series on approval)
- Round Robin on how division funds are being allocated/used by the division
 - A&H:
 - use div funds to continue a reduced version of the new faculty funding program
 - Communal fund
 - Strategic funding money for A&H division that selectors may submit proposals for purchases
 - SS: looking at higher cost subscriptions. Have discussed one time purchases.
 - L&H: using money for a few higher cost items
 - EPS:
 - Balancing out subject funds to enable key collection purchases
 - Developing a desiderata list to be reviewed in February
 - Tracking possible tier 1 or tier 2 purchase opportunities
- CSC Spring Planning
 - Lightweight Duplicative Print Serials Review in the Spring
 - About 17,000 titles to review to streamline acquisitions and SILS migration as a cleanup measure.
 - Alma and selectors
 - Training for selectors in Spring 2021. CSC may help provide documentation and share out with divisions what we have learned with Alma (for example: creating lists to help analyze spending and purchases)
 - Budget: Jo Anne will keep us updated. No information yet.
 - CSC Working Groups for Spring 2021
 - GreenGlass working group will continue
 - Collaborative action group will continue
 - Selector Stewardship group will make recommendations and have a report
 - Development of best practices for data acquisitions
 - COVID affect on collections at peer institutions