

## Collections Services Council Meeting of November 2, 2021 (10-11:30a)

**Minutes:** Elliott Smith

**Guest:** Salwa Ismail

- Announcements
  - Jo Anne: Adam Baron has started — email has been set up
  - Jo Anne: Shared Print Communication Strategy Update: meetings have been postponed
  - Salwa: [Lighting the Way project](#) report on archival materials has been released. [News brief](#).
- [Data Acquisition Policy and Workflow WG Document](#)
  - Some revisions have been made; data preservation/migration will be in a different scope (see also the Digital Assets Working Group report)
  - Criteria for data acquisition will be added to Selector-Liaison Manual; guidelines are preferences and suggestions, and not absolutes
  - Format is a key criterion for selectors to be mindful of (e.g., CD/DVD-ROMs), and selectors may wish to advocate with vendors for more accessible formats
  - Next steps: report will be circulated and will be the future subject of a DataTalk.
- DEI Working Group Draft Charge
  - Accessibility will be referenced in this document, but will be examined in more depth by a separate (smaller) group
  - Name of working group: Division of Equity and Inclusion is using EID— name should be internally consistent and match term adopted by campus
  - Group “will determine the necessary stakeholders to consult, who should do outreach (e.g., the working group, liaisons, library leadership), guidelines and templates for conducting outreach, and a timeline for outreach to develop communication strategy and create proposal” for Jo Anne to take to Library Cabinet and other groups before implementation.
  - Preliminary recommendations should be holistic in proposing ways to support changes in curriculum (without delving into disciplinary specifics)
  - Next steps: Draft charge to be shared with council chairs for comments/feedback and solicitation of volunteers (librarians and staff who work with collections/selection) over the next month; CSC to approve membership at next meeting
- JSC Survey (pdf shared via email)
  - Jo Anne responding to JSC on behalf of Berkeley after soliciting feedback from subject councils
  - Next steps: Jo Anne to send email of response to CSC; respond to her by noon Thursday with comments
- Tier 1 renewal schedule--what should we renew or not renew (file shared via email)
  - Next steps: Jo Anne to share a list with CSC (to be shared with councils) and Division Heads
- Updating the [Ebook Packages Spreadsheet](#)
  - CSC volunteers for maintaining and updating: Elliott S. for Sciences; Adnan and Liladhar to ask their Divisions for volunteers.
  - If you find e-books that are not in Alma, please report
  - Future plan: Color-code the rows to indicate Tier 1s, visible in GOBI, etc. (or add column?)

- Selector Alma Training
  - Now concluded; Mark and Jesse will set up monthly drop-in acquisitions sessions where Alma questions can be asked