Advisory Group for Research Services and Scholarly Resources
(AGRSSR)
Minutes
October 7, 2009
Library West, 429

Present: Joe Aufmuth, Denise Bennett, Cecilia Botero, Steve Carrico, Robena Cornwell, Michele Crump, John Ingram, Ann Lindell, Angela Mott, Marilyn Ochoa, Cathy Martyniak, Chris Poehlmann, Dan Reboussin, Rachel Schipper, Laurie Taylor, Betsy Simpson, Carl Van Ness, Ben Walker

Not present: Stephanie Haas, Michele Tennant, Richard Phillips, Patrick Reakes, Bobby Parker, Judy Russell, Christopher Vallandingham

I   **Minutes Approval** – September 9th minutes were approved, with updates from Denise Bennett. Lela will send the updated minutes to the group to review prior to posting later today.

II   **Digitization Project Priority List**

Robena updated the group that there are still copyright issues with the UF Fight Songs digitization project.

It was decided after review of the finalized list that Rachel & Laurie will get together to address the priority list now that they are in order of priority. Prior to meeting with Laurie, Rachel will present the final list to Judy.

IA Update: #8 & #10 should be moved from the "Other" category and added to the "IA" category per Cathy & Ben.

Lela is going to update the IA portion of the digitization spreadsheet and send out to the group after the meeting.

John also suggested to the group that we should start to elaborate *Other* category & give the status for these projects.

III   **Open Discussion**

Waiver for fines/replacements

John has received about 12 requests for fine waivers and has approved 4. John suggested that if these requests come to branch managers that when they send the paperwork to him, to please put the request into a context. Ann reminded John that the work she did to give him the information in a context took about 45 minutes to research and draft, but she did think that it was a useful idea.

Collection Management

Cathy updated the group that there have been 4 brittle books selected by collection managers for long term retention. She has some concerns about the stability of URLs being connected to our catalog as we want to make sure that the links are there long term. She said that IA has a stable URL, but what criteria should we be using to find out if these hosts are stable? There was further discussion about this and it was decided that a task force be put into place to create a criteria, members that will participate in this task force are: Cathy Martyniak, Laurie Taylor, Chris Poehlmann, Cataloging TBA and Dan Reboussin. The task force will present their findings to the group at a later date (about three months)

Circulation

Ann asked if we should establish a standard default charge if thesis & dissertations are lost? John asked the group to email examples of anomalies that they have been confronted with. The group discussed this and it was decided that Paul would work with Access Support on this. Paul is going to get with the branch chairs prior to meeting with Access Support and report back to AGRSSR.

Robena asked if there was a standard time period that they should expect a replacement book to be ordered? Ben said that they try to do the ordering within a few days. Robena's concern was that 3 items were ordered for replacement & the patron turned the items in 2 days later.

Printing

John will be sending out an email that he received from Bill Covey today regarding the printing update after the meeting today. There will be a Canon fix pushed through (this will not include a fix for the USB) to all machines tomorrow morning around 7:30am and only will last a few minutes per machine (about an hour for entire push). There is no way to know which machines are being updated & at what time. Robena was concerned about patrons coming in to print papers first thing in the morning. She decided that they will not allow patrons to print until about 8:45am, instead of the regular time at 8am.

All Xerox equipment should be picked up today or tomorrow. If the machines are not picked up, please email Bill Covey about this.

Cataloging

Rachel updated the group that cataloging has many collections that have not been cataloged and they are unaware of the priorities of these uncataloged items. What should be cataloged and in what order? Betsy is going to send out the list to AGRSSR. It was decided that these items will be prioritized.

<u>Myilibrary purchase plan - $20,000</u>

Chris Poehlmann passed out a list of what electronic books were being purchased through the pilot myilibary program. He updated the group that the entire $20,000 has been exhausted on the purchases. Denise asked if there were duplicates included in the list? Chris answered that they tried to dedup the list, but there could still be duplications. Rachel asked what "unbilled" means? Chris answered that they are items that have been pulled out, they still show a use for it – but they have not received an invoice. Are we doing more than $20,000, and we're basically just seeing how it goes. We are still unsure if we'll have additional funds for this-we'll know more once we start the RCM model.