

Minutes  
Collection Development Meeting  
October 24, 2005  
2:00 PM, Green Room

Present: Burnam, Byrd, Gao, Green, Jin, and Peoples.

1. The next CD meeting was set for February 10, 2006 at 9:00 AM in the Green Room. Peter Szabo will take the minutes.

2. Book ordering deadlines: The group agreed to the following dates to advance the book ordering process:

January 16, 2006: 50% of endowed funds must be encumbered.

March 1, 2006: 100% of endowed funds must be encumbered.

March 22, 2006: All departmental book allocations must be encumbered.

April 3, 2006: All book funds must be encumbered.

3. Acquisitions Report: Barbara indicated that during the period of July – September 2005 that the ordering of materials broke down as follows:

Firm orders: 233; We received 197 titles (266 volumes); 51 AV titles were ordered; we received 39 titles (45 volumes)

4. Status on current fiscal year budget: Theresa reported that most endowed funds would stay at the same level as last year with a few exceptions where the funds' totals will be slightly reduced. She will complete the organization of the LIS budget next week. She will inform Barbara of the totals for the endowed funds tomorrow.

5. GOBI and definition of "in stock": Barbara explained that the "in stock" status for a title in the GOBI database indicated that the title was in supply somewhere in the many warehouses in the YBP database. When we place a firm order YBP checks only their one warehouse. If the title is not in their warehouse they go to the publisher for the book. YBP only checks RUSH orders against their entire database including remote warehouses.

6. Ordered books on the public catalog: Beginning on October 21, 2005, the CONSORT records indicating that a title is on order will be removed two weeks after the book has been received. Xudong recommended that the liaisons check for book titles in the CONSORT staff mode looking at the Order records. Telnet access to staff mode may disappear by the first of the next year. If it does, Xudong will find out if the liaisons can use the CONSORT webpac in staff mode.

7. Millennium upgrade: Barbara reported that Michael Upfold **plans to** upgrade Millennium over the Christmas break. When this change happens Acquisitions will no longer be on the telnet version of CONSORT. Liaisons that currently check their funds in "Management Information" "Fund reports" will no longer be able to access that function on Telnet. There will be two changes to the printed fund reports. Line spaces are removed from the reports and the cash balance and free balance columns on Barbara's monthly accounting reports for the liaisons book funds will be reversed from where they are located in her current reports. More exactly, the cash balance will become the last right-hand column and the free balance, the next to the last column on the right of the accounting report.

8. Royal Chemical Society (RSC) journals: The RSC dropped its offer for its subscription increase to OhioLINK to 10% above the current subscription rate. The parties had discussed a higher percentage increase previously. Two options are available to how each OhioLINK member library based on their local usage as to how the institution wants to participate in the renewal. We chose to go with the second option which is for OhioLINK to reduce the number of titles received to fit its budget limits.

9. Deb inquired about the possibility of ordering the fifth and latest edition of the *Kirk-Othmer Encyclopedia of Chemical Technology*. It is in the process of being published and a 20% publisher's discount is available presently. The discounted price, however, is \$5400. It is not clear if sufficient funds will be available to support it until the totals for the endowed funds are released.

10. Tom brought up three issues. First, we are exploring submitting a Luce Foundation Asian Art in the Undergraduate Curriculum grant. Jennifer Friedman, Hilda Wick, and Xudong Jin will identify potential items for inclusion from our collection. Second, a faculty member had asked about the possibility of creating an online form for book orders. In the discussion that ensued, several mitigating issues about the facility of such an online form were raised. The group heard the suggestion, and it is being taken into consideration. Third, he inquired about selling a book that had the signature of a Nobel laureate on its title page. Theresa recommended keeping it in Special Collections, Rare Books.

11. Dewey Project: The reclassification of these books is moving into the 300s. Xudong distributed a sheet indicating liaison assignments by decades. Liaisons were asked to enlist faculty in the respective departments to review these books by the end of February. Each book will need a recommendation from a liaison librarian or a faculty member for its final disposal.

12. The Five Colleges Collection Development and Management Subcommittee came up with a proposal to designate member libraries as libraries of record for American Chemical Society and Physical Review Online Archives journals. The proposed title assignments are subject to discussion and alteration. A disciplinary framework for environmental studies collection development will be forthcoming.

13. Xudong agreed to postpone the gift report until the next meeting.

14. Deb asked for the creation of a new location field in CONSORT. She needs to develop a separate section for folio/oversize volumes in the Hobson Science Library. The language for this field would read something to the effect, "Science Oversize."

Submitted by,

Paul Burnam