Resource Sharing & Collection Development

Date Established

October 11, 2006, updated membership January, 2017

Charge

The Collection Development and Resource Sharing Committee is charged with the mission of formulating a method of providing access to and preservation of each member library’s collections and collection records, with special attention to be given to the following target activities:

- Find ways to provide each member library with shared, and whenever possible, discounted electronic resources
- Identify each member library’s strongest collections and make recommendations as to which library will develop that collection
- Provide rapid lending and borrowing of print and electronic collections

This Committee will review the charge and recommend any changes to the CUARL governing committee.

Membership (2016-2017)

Members are appointed by the directors/deans. The following personnel from each member library will make up the membership:

- Joel Thornton (UAF)
- Maureen James-Barnes (UALR)
- Matthew Windsor (UAMS)
- Lynn Valetutti (UAM)
- Jason Phillips (UAFS)
- Maplean Donaldson (UAPB)

Liaison

Nadial Lalla (UAMS)

Frequency of Meetings

As needed to make progress and complete periodic reports

Agendas, Minutes, Reports

Agendas and proceedings of the meetings will be posted. Reports should also be submitted to the liaison. [https://drive.google.com/folderview?id=0Bzl8LMBynpOcS0dKR9sX2pndWs&usp=sharing](https://drive.google.com/folderview?id=0Bzl8LMBynpOcS0dKR9sX2pndWs&usp=sharing)
Council of UA Research Libraries  
Resource Sharing and Collection Development Report  
April 1, 2016

The Resource Sharing and Collection Development committee’s main focus during the last few months has been the negotiation of a new contract for ScienceDirect with Elsevier. The previous three-year contract expired in December 2016.

Committee members and librarians at the six U of A campuses met once at the Systems Office in Little Rock with the Senior Account Representative at Elsevier, and three or more times by phone to discuss how best to craft a proposal that would make the final journal list responsive to users at the participating campuses. A sticking point in the negotiations with Elsevier was the cancellation of little-used titles. Another sticking point was Elsevier’s insistence on increases in expenditures every year, despite budget reductions at the various campuses.

In the end, the U of A libraries accepted a new contract which allowed the needed cancellations and kept the annual rate of increase to 4%. One compromise was to agree to a 5-year contract – previous contracts were limited to 3 years. Although the new contract is not yet finalized, it is close to completion.

A major concern is the additional Unique Title Fee that Elsevier charges for the sharing of journals in the collection. This fee is scheduled to increase 100% from 2015. There has been discussion on soliciting financial resources from the administration of the campuses and from the U of A system.

In completing the negotiations with Elsevier, the Committee has fulfilled the first point of its charge to “find ways to provide each member library with shared, and whenever possible, discounted electronic resources.”

The Committee has not yet decided on its next project.

Submitted April 1, 2016
Maureen James
Council of UA Research Libraries  
Digital Initiatives

Date Established

October 11, 2006, updated membership January, 2017

Charge

The Digital Initiatives Task Force is charged with the statewide mission of formulating a method of providing optimum access to each member library’s unique collections, with special attention given to the following target activities:

- Identify unique materials from each UA campus to be digitized
- Develop common standards of metadata
- Develop a shared preservation plan for unique materials
- Explore the prospect of a statewide institutional repository
- Explore the possibilities for system wide access to data repositories, providing search capabilities across collections
- Expand digital access to include other state institutions
- Implement a scanning program, with materials to be scanned in support of faculty programs.

This Committee will form individual task forces if appropriate.

Membership (2016-2017)

Members are appointed by the directors/deans. The following personnel from each member library make up the membership:

Amy Allen (UAF)  
Martha Parker (UAF)  
Chad Garrett (UALR)  
Tim Nutt (UAMS)  
Mary Heady (UAM)  
Jordan Ruud (UAFS)  
Shenise McGhee (UAPB)  
Vacant (UAF Law School)  
Sherrie Norwood (UALR Law School)

Liaison

Jessie Burchfield (UALR Law)

Frequency of Meetings

As needed to make progress and complete periodic reports

Agendas, Minutes, Reports

Agendas and proceedings of the meetings will be posted. Reports should also be submitted to the liaison.
OBJECTIVE TITLE

First quarterly report to CUARL’s directors from CUARL-DITF

ACCOMPLISHMENTS THIS QUARTER

We have spent the first quarter of this year:
- Getting to know all of the members in this task force
  - One substitution was made in membership
- Assessing current initiatives per institutions
- Reviewing the assigned target activities
- Crafting an execution plan

ACTIVITIES

- Held our first meeting, February 23, 2016 (meeting minutes attached)
- Established primary methods of communication as conference call and online
- Completed a survey and several spreadsheets to assist on future planning (survey results attached)

SIGNIFICANT PROGRESS THIS QUARTER

- We have established priorities for tasks
- We have a proposed plan of action and will start implementing our charge next quarter

QUARTERLY PROGRESS REPORT
VARIANCES

We do not have any variances to report at this time.
The Council of University of Arkansas Research Libraries (CUARL) Digital Initiatives Committee met via conference call on Tuesday, February 23, 2016. Amy Allen called the meeting to order at 3 p.m. She called roll and the following members were present Martha Parker (UAF), Jessie Burchfield (UALR Law), Mary Heady (UAM), Jordan Ruud (UAFS), Sherrie Norwood (UALR Law), Tim Nutt (UAMS), and Chad Garrett (UALR). Georgia Watley (UAPB) was absent.

Amy Allen read the charge for the committee. Martha Parker drew the members attention to two surveys delivered to the group via e-mail. She asked the members to complete the CUARL DIC Initial Survey. Parker described the CUARL DIC priorities by member survey as an opportunity to rank the seven target activities from the committee’s charge. Chad Garrett moved that the members use a number scale from 1 to 7 to rank the activities. Jessie Burchfield seconded. The motion carried.

Chad Garrett asked if this committee would include projects already underway such as the Arkansas History Commission’s Arkansas Records Catalog project (Ark-Cat). Allen noted that discussion of these projects would be beneficial.

Martha Parker asked the members if the conference call and e-mails was the preferred communication method. Members expressed concern about Skype and noted that the distance between all the members was a challenge for face to face meetings, so conference call and e-mails was the expressed, preferred method. Chad Garrett offered to create a listserv or Google group for the members. Parker asked that Garrett create a Google group and he agreed.

Allen noted that the members would meet again in the coming months to discuss the results of the surveys.

The meeting was adjourned at 3:20 p.m.

Respectfully submitted,

Mary Heady UAM Library
Educational Portal Committee

Date Established
October 11, 2006, updated membership January, 2017

Charge

The Educational Portal Task Force is charged with the mission of developing a shared Web site dedicated to providing information and tools to teachers K through 12 drawing from materials provided by the various colleges, departments, and programs of the UA research universities.

- Identify programs and resources at each institution, wherever curriculum is developed
- Identify opportunities for partnerships with K-12 groups
- Determine how the portal should be maintained and monitored
- Develop a promotional plan.

This Committee will form individual task forces if appropriate.

Membership (2016-2017)

Members are appointed by the library directors/deans. The following personnel from each member library will make up the membership:

Vacant (UAF)
Carol Macheak (UALR)
Louise Montgomery (UAMS)
Kathy Davis (UAM)
Carolyn Filppelli (UAFS)
Evelyn Elaine Yates (UAPB)

Liaison

Dan Boice (UAM)

Frequency of Meetings

As needed to make progress and complete periodic reports

Agendas, Minutes, Reports

Agendas, proceedings, and reports will be posted. Reports should also be submitted to the liaison. https://drive.google.com/folderview?id=0BzI8LMBynpOcamVWczdfNDloYjQ&usp=sharing
The Educational Portal Task Force met on February 26, 2016, at the University of Arkansas at Little Rock.

Members Present: Kathy Anderson (UAM), Carolyn Filippelli (UAFS), Carol Macheak (UALR), Elizabeth McKee (UAF), Louise Montgomery (UAMS), Dan Boice (UAM).

Not present: Evelyn Elaine Yates (UAPB).

The Task Force reviewed its charge, discussed the current portal, and discussed concerns with decreasing usage, duplication with the state’s Department of Education, and how a portal might best be designed for educators. Also, currently the work of maintaining the portal is necessarily handled by the Fayetteville personnel. After looking at portals from other states, the Task Force came to consensus on a number of items, and offers three recommendations to the Deans.

1. Consensus:
   a. We need to make sure our subject headings mesh with those of the ADE.
   b. We need to promote worthwhile Arkansas sites.
   c. Resources from the Arkansas State Library, such as Arkansas Traveler and Learning Express, deserve to be promoted.
   d. We need to promote unique resources from our campuses, especially resources not available elsewhere.
   e. A statewide effort makes the most sense, including being open to participation by libraries outside the UA system.
   f. It is too much work for a single campus to host the Portal. This needs to be a collaborative effort.
   g. Another platform, perhaps LibGuides, might offer us all the chance to participate.
   h. We can expand our vision of what our portal should include, perhaps including such services as statewide telephone reference or chat.
   i. Overall statewide needs should be addressed, with this task force cooperating with other CUARL committees that may include efforts to provide services such as statewide telephone reference, chat, Open Access resources, or digital initiatives at various campuses. We could then bring these together under one roof as Michigan and Georgia have done.

2. Recommendations for the CUARL Deans
   The Task Force respectfully suggests:
   a. That we NOT maintain the portal in its current form, since it is too difficult to keep updated. It is too labor-intensive for a single campus, and does not permit collaborative effort.
   b. That we move to a platform that does permit collaboration and can easily be linked and
managed through each institution’s website. Members will be looking into alternatives that allow all of us to participate with our unique resources.

c. That we work toward a statewide consortium, and possibly a website, perhaps in cooperation with other CUARL committees or ARKLink. Since our focus is on Arkansas materials, this would be more efficient in bringing them all together. A single portal would also simplify options for the K-12 teaching community.

Since the meeting, Elizabeth McKee has learned that it would be possible for us to set up a portal using LibGuides, which would allow editing by all Task Force members.

The Task Force will meet again on Tuesday, April 26.

Dan Boice
UAM

CUARL K-12 Educational Portal Task Force
Minutes of the Meeting of Friday, February 26, 2016
University of Arkansas at Little Rock

10:00 a.m.-1:00 p.m.

Members Present: Kathy Anderson (UAM), Carolyn Filippelli (UAFS), Carol Macheak (UALR), Elizabeth McKee (UAF), Louise Montgomery (UAMS), Dan Boice (UAM).

Not present: Evelyn Elaine Yates (UAPB).

1. The Task Force convened at 10:00 a.m. with welcome and introductions

2. The Task Force reviewed its charge:
   The Educational Portal Task Force is charged with the mission of developing a shared Web site dedicated to providing information and tools to teachers K through 12, drawing from materials provided by the various colleges, departments, and programs of the UA research universities.
   a. Identify programs and resources at each institution, wherever curriculum is developed.
   b. Identify opportunities for partnerships with K-12 groups.
   c. Determine how the portal should be maintained and monitored.
   d. Develop a promotional plan.
   e. Recommend a consistent web presence in all institutional library web pages.

3. Discussion of the current portal:
   Elizabeth talked about the work involved in keeping the site current, including adding new links and updating links that had either died or changed, work that had consumed many hours recently. Members agreed that the portal, with its 118 linked sites, is well organized and has good visuals.
and descriptions.

Our site has focused on resources specific to Arkansas. In recent years, the portal of the Arkansas Department of Education (ADE) has become much more comprehensive, and it now duplicates many of our links. Also, the Arkansas Traveler website includes databases purchased for statewide access.

4. Concerns:
   a. How much is our portal used? Elizabeth distributed statistics showing 3,188 views last year, a 33% decline since 2013, when the site had 5237 views. Initially the portal showed statistics that supported the efforts to develop it. When initially released in 2008-09, the portal had 11,369 page views, and even the following year had 6,317 views.
   b. As currently set up, our portal is housed at Fayetteville and all of the upkeep – updating, checking links, adding new sites, etc – must be done by UAF personnel, using content identified by each campus. This imposes a large burden on one institution and does not permit the rest of us to share in the work or make updates. We suspect that resources available at each campus are not sufficiently represented with the current system, in spite of efforts by the task force over the years to be inclusive.
   c. How much should we be duplicating the work of the ADE? Are teachers not more likely to turn first to the ADE rather than to CUARL? Creating awareness of Arkansas associations, agencies, and websites that offer education resources is now well-covered by the ADE site.
   d. Most teachers will know about events, camps, lesson plans, speakers, etc, from other resources such as listservs, and will not be looking for that information from us.
   e. How many portals will teachers be willing to use, especially if there are portals hosted by the ADE, CUARL, and individual universities? The portal is likely to be used a few times as educators identify relevant sites, but they will then probably bookmark those sites and return to them directly, rather than going through the portal.

5. Alternatives:
The group looked at two portals, one for the state of Georgia (www.galileo.usg.edu/guest/?welcome&welcome), which has a list of “guest resources” that link to a variety of free content, state and national, that anyone can browse and connect to, and one produced by the University of Michigan (http://open.umich.edu/).
Both sites are intended for statewide use and are large projects, the results of statewide consortial activity. Michigan’s site is produced by UM as a way for faculty to push their Open Access materials out to teachers, other faculty, and UM students.

6. Consensus:
   a. We need to make sure our subject headings mesh with those of the ADE.
   b. We need to promote worthwhile Arkansas sites.
   c. Resources from the Arkansas State Library, such as Arkansas Traveler and Learning Express, deserve to be promoted.
   d. We need to promote unique resources from our campuses, especially resources not available elsewhere.
   e. A statewide effort makes the most sense, including being open to participation by libraries outside the UA system.
f. It is too much work for a single campus to host the Portal. This needs to be a collaborative effort.
g. Another platform, perhaps LibGuides, might offer us all the chance to participate.
h. We can expand our vision of what our portal should include, perhaps including such services as statewide telephone reference or chat.
i. Overall statewide needs should be addressed, with this task force cooperating with other CUARL committees that may include efforts to provide services such as statewide telephone reference, chat, Open Access resources, or digital initiatives at various campuses. We could then bring these together under one roof as Michigan and Georgia have done.

7. Action Items:
   a. Elizabeth will speak with Beth Juhl at UAF to try ascertain if there is a way to use LibGuides that would allow all of us to participate as administrators. If so, we will explore the costs involved.
   b. Task Force members will be looking at portals from other states to see what might – and might not – be useful for our work.
   c. After Dan reports to the CUARL Deans, he will report back to the Task Force members and schedule another meeting.

8. Task Force members thanked Carol for her gracious hospitality, noting that the chair had consumed more than his fair share of both nuts and coffee. The meeting adjourned at 1:00 p.m.

9. Recommendations for the CUARL Deans
   The Task Force respectfully suggests:
   a. That we NOT maintain the portal in its current form, since it is too difficult to keep updated. It is too labor-intensive for a single campus, and does not permit collaborative effort.
   b. That we move to a platform that does permit collaboration and can easily be linked and managed through each institution’s website. Members will be looking into alternatives that allow all of us to participate with our unique resources
   c. That we work toward a statewide consortium, and possibly a website, perhaps in cooperation with other CUARL committees or ARKLink. Since our focus is on Arkansas materials, this would be more efficient in bringing them all together. A single portal would also simplify options for the K-12 teaching community.
Council of UA Research Libraries: Human Resources Committee

Date Established

October 11, 2006; reconvened December, 2015

Charge

CHARGE:
The Human Resources Committee is charged with developing a strategic plan for training and employee development that anticipate the changing needs of students, staff, and faculty at the institutions of the U of A system.

This committee will:

- Review the survey and final report of the former CUARL Human Resources Committee
- Determine whether their conclusions are still valid
- Encourage critical examination of current practices to use staff resources most effectively for benefit of member libraries statewide
- Identify areas where training opportunities exist, particularly those that support CUARL's mission and directives
- Look into establishing cooperative programs or internships
- Draft a plan to collaborate on staff development initiatives, share expertise, and reduce costs
- Finalize a three-year training schedule for member libraries, including community colleges, which includes costs and fees
- Implement the plan, monitoring participation and feedback and adjust as needed

This Committee will form individual task forces if appropriate.

Membership (2016-2017)

Members are appointed by the directors/deans. The following personnel from each member library make up the membership:

- Jeff Banks (UAF)
- Suzann Martin (UALR)
- Kayla Cossey (UALR Law)
- Libby Ingram (UAMS)
- Vacant (UAM)
- Dennis Van Arsdale (UAFS)
- Lavoris Martin (UAPB)
- Lorraine Lorne (UAF Law School)

Liaison

Carolyn Allen (UAF)

Frequency of Meetings
As needed to make progress and complete periodic reports

**Agendas, Minutes, Reports**

Agendas and proceedings of the meetings will be posted. Reports should also be submitted to the liaison. [https://drive.google.com/folderview?id=0Bzl8LMBynpOcUEd2enJuS0JJMnc&usp=sharing](https://drive.google.com/folderview?id=0Bzl8LMBynpOcUEd2enJuS0JJMnc&usp=sharing)