Acquisitions Working Group May 7, 2018 Meeting Minutes

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May 7, 2018 Meeting

Attending: April Davies, MaryEllen Donathen, Marianne Foley, Jin Xiu Gou, Katherine Latal, Kristy Lee, Sarah Maximiek, Leslie Preston, Shannon Pritting, Susanna Van Sant

Tasks or work for the group will be distributed, using the To Dos functionality, with due dates on Thursdays (when possible) in order to give everyone time to complete the task.

The group reviewed the draft policy recommending the use of Alma for acquisitions activities (AWG-1).

Jin - Collaborative collection development is part of the SUNY goals. In Alma, users must create POLs at the point of ordering. We need to keep in mind that each campus has a different collection and workflows.

Susana - If we share information about our systems and processes we can see places to develop our functionality. Share ideas to get started. Do not necessarily want use of Alma to be required. Propose guidelines to adopt; give libraries the option.

April - We will all have to revisit our workflows; stronger than encourage - recommend.

Members of the group identified documents from Orbis Cascade and CalState to help us develop our proposed policy; need to credit them.

April volunteered to help Kate revise the proposed policy (AWG-1). Group was leaning toward "should use" not "must use."

Susanna - Use Cal State document to flesh out policy more.

Kristy - Set a minimum guideline; build on this assumption. If you choose to use Alma, please follow this.....AWG needs to develop multiple policies ... send first policy to LSP/SLC for review and approval.

Sarah - Vendors in the NZ would be under a separate policy.

Kate to create a page where we can put our ideas for other policies we should develop/draft.

Kristy encouraged the go to the SIG meeting with the ERM group to at SUNYLA (6/13). Hope to set up a zoom for those who cannot be there in person.

Sarah - Have not completed work on the draft survey. Rethink survey questions and send out by email.
Kristy offered to take things back to the LSP taskforce.

Susanna knows how to edit libguides and will be able to help edit the AWG section.

Sarah is starting a page to share a list of things that libraries need to think about to get their data ready for the migration.

**For next meeting:**  
**Continue work on AWG-1 (Kate & April)**  
**Draft policies page; place to create a list of policies needed/wanted (Kate)**

Minutes created by Kate Latal