

<http://www.catholicresearch.net>

**CRRA Collections Committee**

**Wednesday, May 9, 2012**

**11:00 am Pacific**

**1:00 pm Central**

**2:00 pm Eastern**

**CALL-IN INFO**

Call: 1-866-469-3239

Attendee access code: 216 605 75

[Host code: 216 79 444 (Diane uses)]

**Agenda and Minutes**

**Present:** Jennifer Younger, Diane Maher, Pat Lawton, Alan DeLozier, John Buchtel, Shawn Weldon, Emily Asch, Alan Krieger

1. Approval of Minutes from 4.19.12 (attached)  
   Minutes approved.
2. Vatican II Inquiry from Melody McMahon   
   Did anyone in the group actually receive the survey from the Vatican project? Melody would love to see the actual thing—to better understand what they are seeking to find.   
   There is a related story today about the Vatican Archives: <http://chiesa.espresso.repubblica.it/articolo/1350239?eng=y>.  
     
   Al will send to the list.
3. Annual plan, goals. Committee recommendations for priority goals 2012/2013. Please see:  
   1) Jennifer’s recent update on the current plan (attached) and   
   2) the 5 year strategic plan from which 2012/2013 goals will be identified: <http://www.catholicresearch.net/info/5yr%20Planning%20TF/StrategicplanFinal.pdf>  
   We may want to focus the discussion on the 5 Yr Strategic Plan items 1-3 with particular emphasis on #3. Of those items marked Yrs. 1-2, which would you note as high priority? As less of a priority?   
     
   Jennifer provided overview of creating this document   
     
   Diane: how do committees communicate with the board?  
   JY: Pat and Jennifer are liaisons to board. Board meets quarterly, we try to give them heads up in advance. With Janice Welburn, JY sets agenda.   
   Diane: Copyright? When looking at digitization projects, is this a board issue? Onus on individual members?  
   JY: Worth discussion in all venues. For portal, the resources in portal whether metadata or full content, that is content that belongs to the individual member. If member digitizing, they are in charge of copyright considerations. If in copyright, they need to get permission. For example, Duquesne worked with the Pittsburgh Bishop to get permission to digitize and put on their website.   
     
   DM: Start with initiative 3. 3.1.1. dovetails with helping members to identify content for the portal. Easy to decide what to contribute? Situations where not sure?  
     
   Shawn: easy for PAHRC but nature of the insitutiton since we only have Catholic materials. Number of filters or levels to work through. Can say everything before 1850. Everything within this call number … more difficult may not have call numbers.   
     
   JY – membership relates to the whole institution. Generally, we work with general library. For example, Alan at ND can speak to the situation with the Archives.  
     
   AK: Archives is administratively separate, and Archives is part of CRRA as are Hesburgh Libraries. Alan and Jean flag what is destined for crra, fairly easy to identify by pub date, rarity and so forth. Archives makes their decision as University Archives, don’t think they have had troubles. They know what belongs to Catholic Studies. Director of Libraries and Director of Archives report to Provost.  
     
   JY: it highlights how the institution (in this case, ND) is the member, and separate units within the institution, both are eligible to participate fully.   
     
   AK: Speaks to the need to coordinate units within the institution. Needs to be some conversation for a common understanding regarding what qualifies.   
     
   DM: Is this what the liaison does?  
     
   AK: ND has had a team approach and has included one or more members from Archives. We all meet together.   
     
   PL: suggests 2.1 as fostering local teams or outreach to members at institutions  
     
   DM: Diane as liaison is in touch with special collections person. Technology side.   
     
   JB: Makes sense to better fold in content. Currently no content from Woodstock Theological at Georgetown.  
     
   JY: 31 members with Regis being 31. JY has been working with members to identify liaisons, now have 20. Pat will figure out how to bring liaisons together as a group and continue discussions of working with local teams.  
   If others of you are not the liaison and ask Pat who is the liaison. You might want to volunteer.   
     
   DM: 2.1. Pat and Diane going to SAA this summer. Religious of the Sacred Heart. Plans to add orders archives?  
     
   JY: Short answer is yes. Way the process works, all members of any kind are welcome and we encourage you to talk to those who may be interested: diocesan archives, religious, university. We follow up, have just set up a membership committee that will provide some of that follow up. JY sent list of 50 prospective members, talking about collections we want. If someone interested, send to board and looks at principles of membership, JY sends letter to join, dues determined by institutions budget. We have one religious archive in process at this point. We tend not to publicize names, sensitive information in case it does not come to fruition. Working with religious archive at this moment.  
     
   JY: Collections document is of intense interest to the membership committee as well. We have a way to coordinate our efforts. If membership wants to consider a member, would be good to vet with the collections committee.   
     
   SW: Women religious often run colleges yet college archive is separate, here two separate entities. Chestnut Hill College by Sisters of St. Joseph, yet archives are separate. Archives part of two separate archives. Something to consider, can you approach one without the other.   
   JB: Have we extended membership to the Society of Jesus? Just to muddy the water. They are all linked.  
     
   SW: Diocesan some want it out there, some do not. Don’t want researchers to have access to the records.  
   AK: May be a different attitude of how inviting how researcher-oriented they might be.   
     
   DM: other items to discuss? The newspaper project is at the forefront.
4. Discussion and recommendations re: guidelines for membership on CRRA Committees   
   We are in the early stages of developing procedures, terms, processes for identifying committee interest, selecting members, composition, etc., all aspects of becoming and being a member of a crra committee. Discussion questions might include:
   * 1. What is recommended for the composition of the committee – in terms of size, diversity, expertise?
     2. Term limits. For how long might members serve?
     3. How might prospective members be identified and selected?
     4. What are the expectations for committee members? For the chair?

Discussion deferred, Jennifer indicated that this would be an ongoing conversation.

1. Identifying portal content, working with dates   
   Summarizing the discussion: for published print monographic resources (not archival material):
   * + Pre-1800 print books
     + All privately published books
     + Comprehensive collections (ex. Tolkien Collection)  
       Issue of how to identify those, can confuse portal users.
     + Rare books (fewer than ??? held in OCLC)
     + Add: All pamphlets & ephemera?

DM: Print material is sometimes hard to judge. Did a search for pre-1800 and had a student check portal and Worldcat. Privately published books, not sure of whether to give guideline of how many in Worldcat.   
SW: Proviso on pamphlets, we have weeded out Catholic may refer to ethic or national groups that are primarily Catholic. PAHRC has weeded through their pamphlets. Had many civil war etc. but not necessarily Catholic.  
DM: Anti-Catholic pamphlets?  
AK: They would be included, yes. Agreement from the group. Could be about Catholicism.

SW: Prefer more inclusive guidelines. Also need not go to Worldcat, four may see others have copies so no one puts it in. Regional representation is encouraged. Better too much than too little.

1. Other business  
   Shawn reported that St. Charles Borromeo, PAHRC, and Villanova have combined holdings of the OCD and VU is digitizing them. He indicated that various institutions can digitize and can share through portal to create as comprehensive a collection as possible. VU will put records in the portal with links to the full content.  
   JB asked if the portal wants to ingest records of member OCD holdings – yes.
2. **Next meeting date:** Tentatively -Thursday, July 19 at 2:00 pm eastern; 1:00 central; 11:00 pacific