

<http://www.catholicresearch.net>

**CRRA Collections Committee**

**Thursday, October 25, 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)]

**Agenda and Minutes October 25, 2012**

Present: Alan Delozier, Alan Krieger, Diane Maher, Lorraine Olley, April Sullivan, Shawn Weldon and Jennifer Younger

Regrets: Pat Lawton, Kathy Young

1. Approval of Minutes from 09.19.12 (*attached*)

Minutes approved.

1. *CRRA Strategic Plan: Goals and objectives for 2012-13* (*attached*)Outcome:  Committee members agreed they can tackle the goals as stated in the annual plan. Pat, Diane, Jennifer and others can develop into specific actions for the committee. Diane will participate on behalf of the Collections Committee in the Board of Directors meeting on Dec. 12, 2012 for its discussion of goals and activities. She will also ask John Buchtel if he can attend in person (the meeting will be at Georgetown University). The Committee asked about meetings and interaction with other committees. Jennifer noted previous input from the Scholars Committee on the importance of Catholic newspapers led to the Catholic Newspapers Program. It would be good to ask the Scholars Committee who do they know who is using Jesuitica or Vatican II materials.

Discussion:

* On 3.1. The 3,000 target for records to be added was set to provide a reasonable and quantitative goal. With 35 members, this is 85 records annually per member. It is a beginning benchmark for analyzing and targeting growth in records for resources.
* What are the roadblocks in identifying / adding records? Alan Krieger notes he flags records for CRRA when selecting new materials, which are then automatically added to the file of records being built at ND for subsequent contribution to the portal. The main challenge is to set a process for identifying / selecting items at point of order/receipt. It requires a local team effort – selection, acquisition, cataloging, and systems.
* Diane agreed. The person ordering needs to know of CRRA collection scope. It is important to identify this person and bring them into the sphere of CRRA interests.
* Lorraine agrees this is an issue even at a small library, to bring others into the loop of identifying resources and records to go into the Catholic portal.
* Shawn noted that for archivists in a situation such as PAHRC, where the collections is almost the entire collection, the selection is easier; it is almost everything. PAHRC has many rare and in scope materials.
* Diane noted it is a good point that some people come from non-library environments. It is important to proactively identify how we can best help members select materials for the portal.
* Shawn said the broad guidelines help identifying desired materials but that published print is the hardest to interpret – when are published materials part of a special collection, when are they are important to add to the portal? It would be good to post guidelines for members.
* The guide *Making your content available* is a starting point. It is listed under Key documents.
* Jennifer suggested perhaps each committee member would call another member to ask them how they decide what to contribute to the portal, what help they get from the collections policy or other documents, what help would the like.
* Alan Kreiger suggested a first step would be to put an announcement in the CRRA Update on collection scope, etc. This could be in the December update.
* Diane asked what is included in the general orientation for new members.
* Diane posed other questions for discussion: how are collections of interest identified; how might the collections committee apprise the Membership Committee of collections of interest; who identifies prospective members - the Membership Committee, Collections Committee, or both.
* Alan said the hope is for a more dynamic website, to pass information to the collections committee for input, identify collections and by extension the place, discussed cultivating and figuring out how others can participate and/or become members.
* Shawn gave an example of a non-academic organization, the Dorothy Day Catholic Worker Movement, which might also have resources of interest. How do we reach organizations like this?
* What might Collections Committee mentoring look like? Who to contact at the institution, what questions to ask, what help could be given, and more.
* Are there collections or materials not of interest in the portal? Question was asked if Pat could identify such a collection or materials, and bring to the Committee for discussion.
* The November committee meeting will review and discuss the various documents and information relating to collections.

1. Articles for CRRA newsletter (*schedule attached*)

* November. Lorraine will do on the serendipity of dealing with a scholar. She will contact Pat.
* December. The column will review information and documents relating to collections – policy, making content available, where to find this information, contacting Collections Committee for advice. Pat and/or Diane will do a draft column for committee input.
* January – Vatican II or Jesuitica?
* Can the column be an interview with someone/member not on the Collections Committee about a collection of interest at their institution?

1. Update on Jesuitica (Kathy, John, Jennifer)
2. Update on Newspaper Task Force
3. Other business
4. Next meeting date: Nov. 29 at 2pm eastern (1pm central, 11am pacific)

Discussion: The meeting will review and discuss the various documents and information relating to collections. The Committee asked for a review of the new CRRA website especially as it relates to collections information and committee activities. Members also would like Pat to review the orientation for new members, what is included, what follow up activities take place, and how Collections Committee mentoring activities could fit in with orientation activities.