

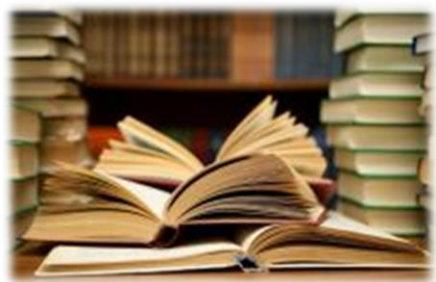
Eastern Academic Scholars' Trust (EAST)

Kickoff Meeting

June 22, 2015

10:00 am to 3:00 pm





Agenda

10:00 - 10:15 Welcome and Introductions

10:15 - 11:00 Overview of EAST

11:00 – 12:00 Collection Analysis

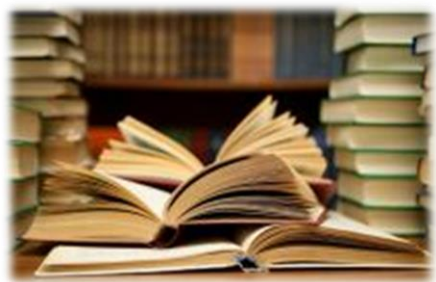
12:00 – 12:30 Lunch (provided)

12:30 – 1:30 Validation Studies

1:30 – 2:30 EAST Governance

2:30 – 3:00 Next Steps

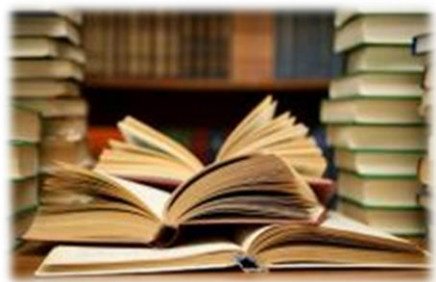




Introductions

- Susan Stearns, BLC –Project Director for grants
- John Unsworth (Brandeis University) and Laura Wood (Tufts University), co-pi's for Mellon Foundation grant
- Lizanne Payne, Shared Print Consultant
- Ruth Fischer and Rick Lugg, Sustainable Collections Services

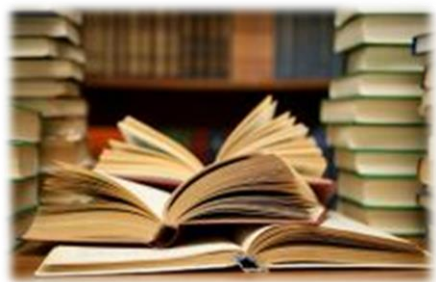




Overview of EAST

- Goals and initial policies (Laura Wood)
- Membership and business model (Susan Stearns)
- Major activities and timeline (Lizanne Payne)

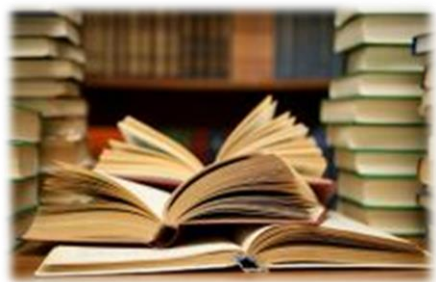




EAST Goals

- Share stewardship of library print holdings to ensure more effective preservation of the scholarly record and recognize that some institutions may need to alleviate space pressures
- Provide access and delivery of the shared materials to meet the needs of scholars, researchers, teachers and their students
- Provide information to support the needs of libraries for separate contracted offsite shelving for local collections.

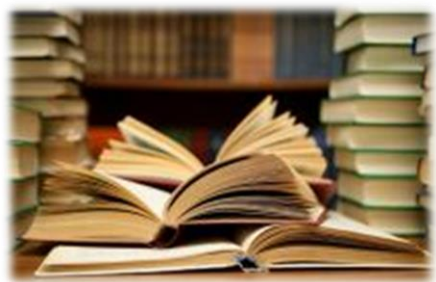




EAST Policies

- Recommended by EAST working groups, approved by the Steering Committee, and endorsed by the plenary EAST meeting in July 2014.
- Will be reviewed and potentially revised during EAST implementation
- Will be embodied in a formal Memorandum of Understanding (MOU) as the basis for ongoing membership in EAST





Retention

- Distributed retention model, libraries retain specific titles in their local collections
- Minimum of 15 year retention commitment for both monographs and serials. Libraries can commit to longer retention.
- Retention commitments to be revisited at least 2 years before they end and at least every 5 years after that

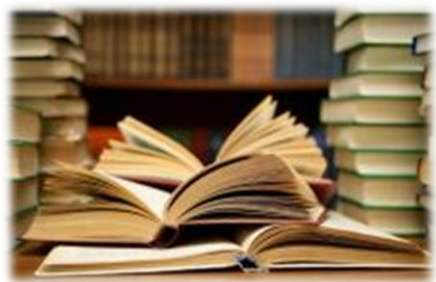




Access and delivery

- EAST is a light archive
- Holdings discoverable using existing systems
- Fulfill requests for materials through ILL using existing systems
- Current recommendation is for no charge for ILL to other EAST members

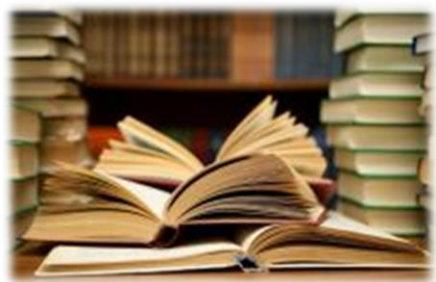




EAST Membership

- Two forms of membership
 - Retention Partners
 - Supporting Partners
- 47 current members
 - 37 as monograph retention partners (some also for journals)
 - 1 as journal retention partner only
 - 9 as Supporting Partners

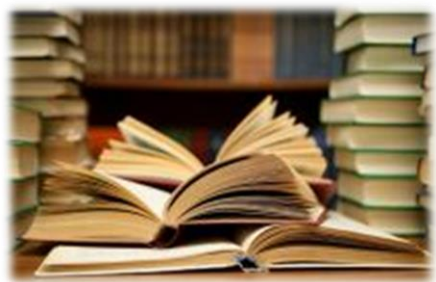




EAST Business Model

- EAST expenses include program management and collection analysis
- Staffing = full time project manager, half-time data librarian, planning consultant, and statistical consultant
- Financial support
 - Mellon grant for Years 1 and 2 (\$995,000 total)
 - Davis grant for Years 1 and 3 (\$400,000 total)
 - Membership fees for Years 1 and 2 (~\$500,000 total)
support program management and a portion of collection analysis costs

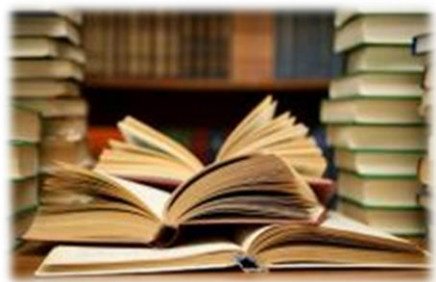




Major Project Activities

1. Analyze circulating monograph collections in order to propose commitments to be made by retention partners
2. Design, test and analyze a sample-based validation study
3. Secure retention commitments
4. Finalize EAST policies
5. Plan for future EAST membership
6. Explore relationships with other regional and national shared print programs

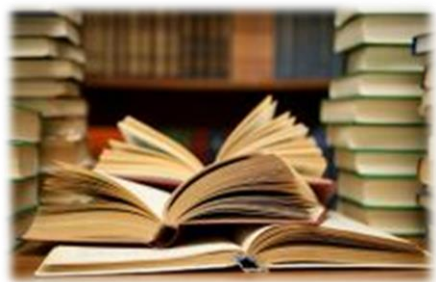




Timeline Year 1 (2015-2016)

- Establish EAST organization (July – October)
 - Elect Executive Committee, establish Working Groups
 - Hire project staff
- Conduct monograph collection analysis
 - Ingest and aggregate data (July – December)
 - Model scenarios and prepare retention proposals (January – June 2016)
- Design & conduct validation study #1 (October 2015 – April 2016)
- Reconfirm or revise policies (throughout year)

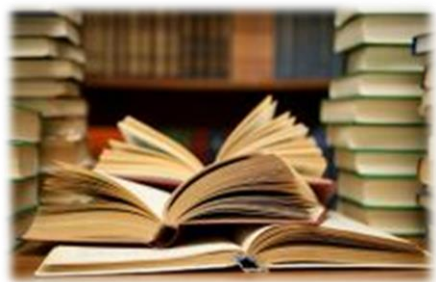




Timeline Year 2 (2016-2017)

- Design & conduct validation study #2 (July – November)
- Finalize retention agreements (December 2016 – March 2017)
- Finalize and execute MOU and retention agreements (April – June 2017)
- Define plans for future EAST membership (October 2016 – June 2017)
- Plan for collaboration with other regional/national shared print initiatives (September 2016 – April 2017)

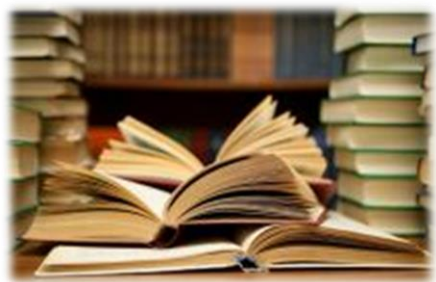




EAST Collection analysis

- Very large scale with over 20 million volumes to be analyzed by Sustainable Collections Services (SCS)
- Compare circulating monograph holdings of participating members and against WorldCat & others
- Decision support for modeling various retention scenarios
- 40 EAST libraries will participate in first group
 - 34 will provide new data
 - 6 will use recent SCS analyses
- Coordinate with retention commitments made in Maine Shared Collections and ConnectNY





Welcome Sustainable Collections Services



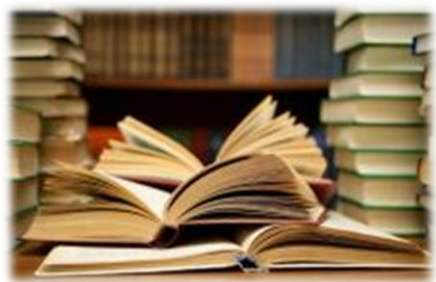
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EAST Validation Studies

- Design and execution will be supervised by the Validation Working Group, in consultation with other working groups and the Steering Committee, as needed.
- Goal is to build trust in retention commitments, by answering these questions:
 - Will confidence levels vary by library collection?
 - Will confidence levels vary across tiers of redundancy?
 - Will first-round sampling indicate other criteria for offsetting risk?
- Validation will focus on inventory confirmation, not item condition.

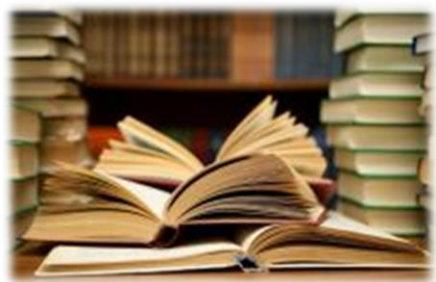




Two-stage sampling process

- Study #1: Each Retention Partner's collection will be sampled to determine the local likelihood that an item in the catalogue is on the shelf.
- Study #2: In order to offset local uncertainties, specific subsets will be sampled globally, across consortial collections. The selection criteria for these subsets will be based on the findings in the first round of sampling. Redundancy will be one criterion.

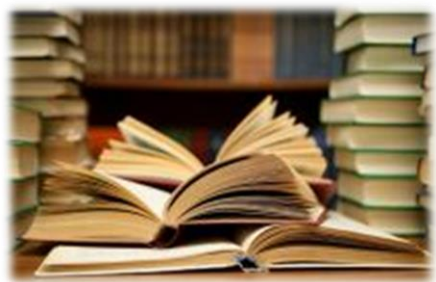




EAST Validation Study #1

- This study will be based on a random sample of all volumes in a given Retention Partner's collection, not just the volumes likely to be the subject of EAST retention commitments.
- The resulting data should
 - help to establish a common metric of reliability,
 - help to determine what levels of redundancy make sense in consortial retention arrangements, and
 - suggest whether the answer to that question might vary according to other criteria.





Validation Study #1

Timetable

- October – December 2015: Design the study (includes development of data collection methods and training materials)
- January – April 2016: Conduct the study (includes extraction of sample sets from holdings data provided for SCS analysis, training student workers, pulling/validating volumes, and reporting results)





EAST Validation Study #2

- Analyze results of Study #1 to see how different factors (age, subject matter, etc.) might affect the likelihood that an item exists.
- Sample the specific population of titles proposed for retention at Partner libraries, to determine what level of redundancy best offsets the risk of low inventory while avoiding retention costs that are statistically unlikely to make a difference.

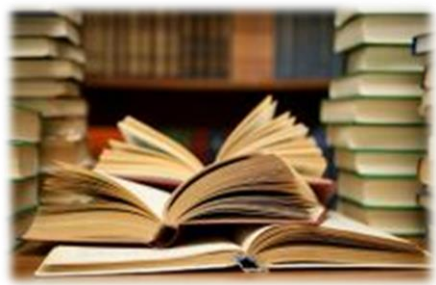




Validation Study #2

Timetable

- July – August 2016: Design the study (includes review/revision of data collection methods and training materials developed for validation study #1)
- September – November 2016: Conduct the study (includes extraction of sample sets from retention proposals provided by SCS, training student workers, pulling/validating volumes, and reporting results.)



EAST Governance

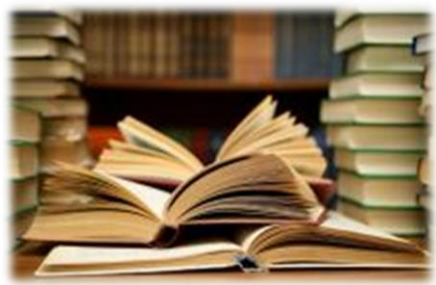
Executive Committee

- Approve EAST operating policies
- Approve the initial MOU and future changes to the MOU, including changes to the business model
- Approve future changes to the business model, operating budget, and member fees
- Approve EAST membership criteria and new EAST members

Working Groups

- Monographs
- Journals
- Validation
- Governance





Executive Committee Proposal Action Requested

Endorse the approach described below and in the background document

- Define and elect an initial EAST Executive Committee for 2015-2016
- Establish a Governance Working Group to review and recommend possible changes to the Executive Committee to be included in the EAST MOU or other governance documents





EAST Executive Committee

“The Executive Committee will be comprised of the number of members equal to 10% of the number of partner libraries, but no less than 5 members and no more than 12 members, representing a mix of public and private, two- and four-year institutions. 60% of the representation should be from Retention Partners.” EAST Planning Report 2014





EAST Executive Committee Proposal

- Planning team recommends somewhat larger group (10% of 47 libraries would be 5 members)
- Recommendation: Executive Committee to consist of an odd number of voting members, elected as follows:
 - 6-7 elected (5 representing Retention Partners and up to 2 Representing Supporting Partners)
 - 3 ex officio (2 PI's for Mellon grant; BLC Executive Director voting or not, as oddity requires)
- Terms of 2 years; initially 3 members would serve 3 year to stagger turnover



Discussion

- Geographic representation is important
- Representation of different types and sizes of institutions is important
- Diversity of expertise?
- Reserve the option for the Executive to appoint/elect additional members if diversity requires it, after the general election?

Nominating Committee

- Jay Schafer – UMass Amherst
- Pam Jones - ConnectNY





EAST Executive Committee Timetable

- Constitute Nominating Committee at this June 22 meeting (John Unsworth, Laura Wood, Susan Stearns, at least 2 others)
- Develop list of candidates in July – August (self-nominations encouraged!)
- Conduct online voting in September
- New Executive Committee begins October 1
- New Exec Committee appoints working groups in fall 2015

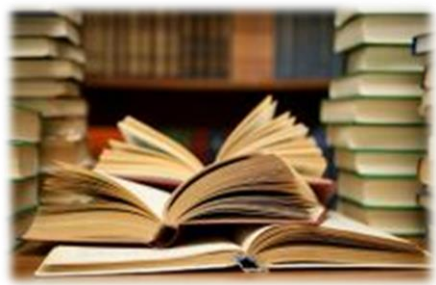




Actions Today

1. Endorse approach to establishing initial Executive Committee?
2. Self-nominations (at least 2) for Nominating Committee?

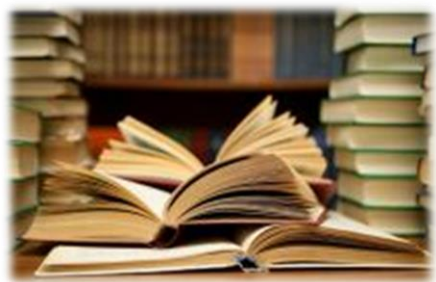




Next Steps

- Staffing
 - Post job announcements and hire EAST Project Manager and Data Librarian
 - Recruit Statistical Consultant
- Collection analysis
 - Hold introductory meetings (July 20 and July 23) and webinars (July 28 and August 4)
 - Conduct data collection (July - October)
- Governance
 - Elect Executive Committee (September)





Thank you!

EAST website: <https://www.blc.org/east-project>

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