

MOBIUS Collection Management Advisory Group

CHARGE

Adopted by MOBIUS Board of Directors: 1 May 2009

Revised: 5 May 2011

Replaces: MOBIUS Advisory Group Charges Policy, 18 Nov 2005 (partially)

Type of Group: Standing Group

Charge: The MOBIUS Collection Management Advisory Group is responsible for member/user oversight of the cooperative acquisition, management, and sharing of resources added to the MOBIUS Union Catalog. This includes, but is not limited to the following:

- Explores opportunities for collaboration in the areas of collection development and collection management for all types of library materials for member libraries.
- Investigates current practices and innovative efforts by other consortia and vendors to promote cooperative acquisition, management, and sharing of member collections.
- Develops ways to utilize existing mechanisms to survey and compare member collections.
- Proposes and engages in special projects affecting collection development and management in consultation with the MOBIUS Consortium Office.
- Evaluates and recommends new system features affecting member collection development and management.

All proposed policies and other recommendations must be submitted to the MOBIUS Board of Directors for approval.

Membership: Each MOBIUS cluster and each institution not in a cluster but operating its own server is allocated **1** member representative to the MOBIUS Collection Management Advisory Group.

Member qualifications: Members must be knowledgeable about the issues involved with the acquisition and management of library materials, as well as the various types of materials collected by and made accessible through library catalogs. In addition, members must be knowledgeable regarding the availability, use, and licensing of electronic resources. Members may be required to attend a group orientation session at the MOBIUS Annual Conference.

Membership Restrictions: Members must be employed by a library using the MOBIUS union catalog.

Frequency of Meetings: As needed with an annual minimum of quarterly.

Group Discussion List: A group discussion list is maintained by the MOBIUS Consortium Office for the work of the group and is accessible only to current group members.

Communication of the Group Minutes: Notification of meetings must be posted to the MOBIUS web calendar two weeks prior to the date of the meeting. Minutes of the meetings must be submitted to the MOBIUS Online Help Desk for posting on the MOBIUS web site within 30 days of each meeting and are accessible to any person with the proper MOBIUS permissions. Notification of posting will be sent to the appropriate consortium listserv.

Annual Report: The Group chair will prepare an annual report to the Board of Directors in June of each year.

Background: Assumed responsibility for oversight of the collective acquisition and management of electronic resources upon the dissolution of the MOBIUS Electronic Resources Advisory Group, May 2009.