

Minutes (Approved)

Council of Chief Librarians | California Community Colleges

Executive Board – Sheraton, Sacramento

Thursday, March 23, 2017, 8:30am – 12:00pm

ATTENDANCE - Board Members:

Meghan Chen, Paula Paggi, Leslie Tirapelle, Pearl Ly, Mary-Catherine Oxford, Will Breitbach, Carol Hutte, Doug Achterman, Van Rider, Kenley Neufeld, Marlene Forney, Alicia Virtue

ABSENCE - Board Members:

Evelyn Lord, Daryl Swarm

ATTENDANCE – Ex-Officio, Non-Voting Members:

Gregg Atkins, James Wisner, Johanna Bowen, Norman Buchwald, Dan Crump

Meeting started at 8:37. Marlene Forney, San Diego area representative was welcomed and introduced.

1. ILS discussion

Doug presented an update on ILS taskforce activity:

- Six person task force with mix of interests and expertise.
- Examined RFP from CSU. Saw there were differences between existing RFP and one CCL might need
- Reviewed RFP section by section in entirety and noted areas where RFP as it exists won't apply to CCL
- Recommendation of Task Force is to create working subgroups to address the different sections of the RFP if/when go-ahead for the project occurs.
- Recommended hiring consultant to guide RFP process, but CCC has work to do to create clear identification of needs
- Doug presented an overview of some of the substantive areas of difference, need for community dialogue and discussion. Key elements: The number of systems in the CCC environment, and ways to plan for migration of our ILS universe will require in-depth definition and oversight
- Identified open questions that are tangential in nature: relationship with OER and online textbooks – where might this fit into the RFP?

Other points of discussion at the meeting:

- Conversation included asking which libraries might be ready to proceed right away,

what regional sharing opportunities exist?

- What time frame would occur?
- Many roles for CCL - to help organize work groups and formulate work teams; help people become excited about possibilities; address ways to re-envision technical support positions in coordination with representational groups.
- Need for media kit and resources to share this initiative with librarians and non-librarians. Talking points and implications. Suggested hire for marketing support.

Gregg confirmed that piggybacking on the existing CSU RFP will not allow substantive change to the existing document. A new RFP is required.

Gregg and Meghan met with Mario Rodriguez, Theresa Tena, LeBaron Woodyard, and Stephanie Ricks-Albert, on 3/22/17 to discuss the ILS.

Take-aways from their meeting:

- Hire a person to help prepare the RFP and negotiate with the vendors. Gregg also noted that the 2 years of funding does not have to be spent in two years. If more time is needed it is available.
- Initiative seems highly likely. Until budget is finalized, there is little we can tell the public, other than to let inquirers know that CCL is doing the prep work so that if it happens we are ready to engage and proceed.
- Asked CCL to write a letter telling the legislators benefits of project in layman terms, which is currently in process
- Good indicators that this will be adopted in the budget in June and we'll be moving forward with the RFP process thereafter.
- Described purpose of new ILS initiative, and discussed CCL capability to deliver this initiative, and discussed managing oversight through the CCC Technology Center.
- What happens after project start vis-à-vis ongoing funding: all money would come from Prop 98. When the time comes, there will likely be continued funding for ongoing project management

2. MSC to approve Elizabeth Horan for leadership scholarship with one abstention.

3. D&D Housekeeping Details: A review of D&D agenda occurred and changes were noted. Logistics and cost issues of concern, to be further addressed at the July retreat.

4) Spring Workshop Update: Will reported that the information about the workshops is on the website and registration will begin soon. Workshops are April 26 and 27. Need two site leaders at each workshop location: Van and Leslie for south; Dan and Pearl for north.

5) **Identify Conferences for CCL Presentations:** Will discuss at the May board meeting.

6) **CCL Regions Alignment with CIO Regions and Elections:**

- **Election of Representatives:** Board members' terms presented by Gregg. For representatives, it was recommended that the board postpone the election of new and continuing reps until the May meeting, after robust advertising. **MSC to postpone regional elections to the May board meeting, with one abstention.**
- **CIO Region Alignment:** Gregg will come to May meeting with suggestions regarding some CIO region alignment.
- **Election of a new CCL president: MSC to elect Doug Achterman as CCL president.** The remaining officers will need to be elected (Treasurer and Secretary) at the retreat.
- **Website:** Interviews have been held as a result of a RFP. Upon review, the Communication Committee interviewed two website development vendors (Library Market and Biscuit), with a recommendation to go with Biscuit. **MSC to approve the hire of Biscuit for the website development.**
- **MSC to elect Yvonne Reed as West Central representative for CCL-EAR from 2017-2020.**
- **Job description for new Publications position:** moved to May meeting.
- **CCL representative to LLRPAC:** Library and Learning Resources Program Advisory Committee. Purpose of the committee is substantial – advise Chancellor and Chancellor's office on policies, procedures, issues and arrangements within the CCC system that relate to library and learning resources services. **MSC to approve Pearl Ly (CCL appointee) and Leslie Tirapelle (recommendation to CIO appointee) as representatives to LLRPAC.**

7) **May Meeting:** Board self-evaluation (in Basecamp) and evaluation of Executive Director (also in Basecamp).

The meeting adjourned at 11:45am

Upcoming Meetings

April 26 Spring Workshop (Ontario @ DoubleTree)

April 27 Spring Workshop (Walnut Creek @ Marriott)

May 22-23 (Burbank)
July 17-18 (San Diego)

Recorded by Alicia Virtue