

EXECUTIVE BOARD MEETING – FRIDAY, JANUARY 26, 2007

9:00 AM – 3:00 PM

DOUBLETREE ONTARIO AIRPORT

MINUTES

PRESENT: Johanna Bowen, Luozhu Cen, Dan Crump, Mimi Collins, Tim Karas, Jon Fernald, Lorrита Ford, Krista Goguen (for Mary Ann Laun), Mary Hart, John Koetzner, Cherry Li-Bugg, Jim Matthews, Sarah Raley, Carol Welsh, Gregg Atkins

ABSENT: Paula Demanett, Mona Martin

GUEST: Carol Kirkwood

1. WELCOME & PROCEDURAL MATTERS

A. Adoption of the Agenda – adopted with the addition of *Welcome and Procedural Matters. D. Retreat*

B. Approval of Minutes of meeting of November 17, 2006 -- approved with corrections to 2. Discussion Items:

D. Spring Deans & Directors Meeting Planning. *Added names of work group members: Lorrита Ford, Cherry Li-Bugg, Luozhu Cen, Jon Fernald*

E. Spring Workshop Planning. *Added name of Jon Fernald to list of planning committee members*

F. CCCO Advisory Committee. *Noted that Gregg Atkins will contact Terrence Willet*

G. Consortium. *Corrected CountryWatch date to 2007.*

C. Review of the Calendar of Board Meetings

3/2 – Deans & Directors meeting in Sacramento, but no separate board meeting

4/27 – Workshop

5/4 – Oakland Airport Hilton

D. Retreat

The Board determined that the Annual Retreat will be July 9-10 in San Diego. It will start 7/9 at 10:30am and end 7/10 at 3:00pm.

2. DISCUSSION ITEMS

A. Deans and Directors Meeting Planning Group Report

Dan Crump confirmed that Scott Lay, CEO of the League, will speak as the keynote speaker at lunch. Gregg Atkins reviewed arrangements and room layout for the Hyatt Regency; he and Mary Ann Laun will work on possible set-up for live CCCConfer connection or some other format.

Board members discussed possible agenda items & speakers:

- Lebaron Woodyard, CCCCO
- Randy Lawson, CIO President
- Patrick Perry, CCCCO (Tech 3)
- CCCCO Advisory Committee Report
- CCL President Report

- Mary Ann Laun Sabbatical Report
- CCC Budget & Grants Report
- Consortium Report
- Library Trends (group discussion)
- Highlights of CCL's year

The Planning Group will finalize the agenda.

B. Spring Workshop Planning Report

Based on the survey done by Mary Ann Laun, the Board agreed that the workshop should be a morning session and an afternoon session:

- New Technologies in Libraries (Wiki's Blogs, RSS, etc.)
- Instructional Design (best practices in using CMS to provide Library resources; best practices in Web B.I.

Gregg Atkins reviewed the room arrangements at the site (Doubletree Hotel Ontario Airport).

C. CCL Survey Results

At the request of the CCL Board, Mary Ann Laun sent out a survey. Here are the results:

Workshop Ideas:

80% were interested in a workshop on new Technologies

63% were interesting in a workshop on use of course management system to enhance Library Services

66% were interested in a workshop on best practices for redesigning and updating library webpages

70% wanted a full day with two half day workshops

Using the survey results, there will be a full day workshop with two topics held in Ontario. One workshop will be on Technologies and the second workshop on the use of course management systems to enhance library services.

Library Presence on the College Home Page

72% had a visible link on the College Home page

18% had a link on a drop down menu

2% had a link on the navigation bar

6% had links elsewhere

95% said that the link stated "Library"

D. Regional Issues

Various reps shared news and information from the regions.

Carol Welsh noted that two regions – L.A. and Coast – were having a joint lunch meeting on 2/23. Luozhu Cen reported that all but one of the Northeast colleges had met together on 12/1, and will meet again in May at Lake Tahoe.

E. CSU Checklist for Information Competencies

On behalf of the team of librarians from CSU and the CCC libraries who worked to develop the *Checklist of Information Competencies for College Students*, Topsy Smalley (Cabrillo) contacted CCL to present the *Checklist* and ask for CCL action to endorse it as well as to bring it to the attention of each CCC college for consideration and possible endorsement.

Johanna Bowen introduced a draft resolution concerning the *Checklist of Information Competencies for College Students*.

The Board adopted the following resolution concerning the *Checklist of Information Competencies for College Students*:

Whereas the Council of Chief Librarians supports Information Literacy/Competency activities at all community colleges and strongly endorses leadership by librarians in the development and implementation of curriculum which furthers development of these skills, therefore,

Be it Resolved that the Council of Chief Librarians endorses the intersegmental “Checklist of Information Competencies for College Students,” and

Be it Further Resolved that the Council of Chief Librarians encourages the submission of the “Checklist of Information Competencies for College Students”

(www.calstate.edu/LS/Checklist_may_05.doc) to the respective Academic Senates of each California community college as an information item.

The Board also suggested that a copy with the *Checklist* attached be sent to every CIO with a cover memo.

3. REGULAR REPORTS

A. President’s Report

Jim Matthews reported that he attended the January CIO board meeting. Some of the discussions included:

1. Basic Skills emergency
2. \$14M in Basic Skills funding for next year.
3. Governors Budget 4% Cola; 2% growth; 10.98 of Prop 98 (second highest)
4. 42 districts are in decline in FTES; FTEF ratios are affected.
5. Problem recruiting administrators.
6. In Basic Skills research, one identified causation for low graduations rates is that there is a inverse ratio between part time faculty and lower graduation rates. Low full time faculty ratios equal low graduation rates.
7. New Adopted State Senate papers: Non Credit; Minors who are students on campus; Equivalency (has something on eminence)

B. CCL-EAR Update / Consortium Update

Sarah Raley reported that

- The Consortium had a good fall order season – orders totaled over 2 million dollars.
- We’ve posted vendor statements on Section 508 compliant status on the consortium web site (see each vendor’s page under Additional Information). Some vendors have stated they are partially compliant. A few have been unable to provide any statement so that information is also posted.
- 72 libraries purchased Netlibrary in the fall (up from 62 in fall 2005).
- I attended a meeting with Califa in early January. We will co-sponsor their Digital Symposium in April (So. Cal) and Sept. (No. Cal). No money is involved in the sponsorship but our libraries will receive a discount if they want to attend.

- I attended ALA midwinter in Seattle to add Arizona community colleges into the negotiation on spring pricing.

C. TTAC Update

Jim Matthews reported that

- none of the TTAC-sponsored BCP's were included in the Governor's Budget in January; hopefully the May revise will include them
- the Tech3 draft should be ready for public review in April
- the possible occupational database(s) could be handled at either the local or State level

D. CCCCCO Library and Learning Resources Programs Advisory Committee

Dan Crump reported that

- at its January 2007 meeting, the Committee reviewed the recommendations for changes to the Annual Data Survey, and approved them
- the 04-05 survey is closed, even though some big institutions never submitted data; Terrence Willet will begin to analyze this data
- the Survey Committee (D. Crump, J. Matthews, M. Laun and M. Martin) will write revised instructions for the new survey
- the new, revised survey should be out by the end of February or early March

E. Outlook

No report.

F. Web site

No report.

G. Budget and Membership

Gregg Atkins reviewed the current financial report (attached). 69 colleges have paid memberships to date. A 5-year record of membership by each region was handed out and reviewed. Colleges which are still outstanding will be contacted by each rep, and an email message will be sent in March by Gregg Atkins.

Jim Matthews adjourned the meeting at 2:55pm, noting that the next meeting is May 4, 2007 at the Oakland Airport Hilton.