

SRDC Steering Committee

Attendees: Chris, Del, Cyril, David, Tracy, Amanda, Eddie, Esther

Notes – Meeting 5

Tuesday, December 15, 2020, 2-3 PM

1. Liaisons to subcommittees updates
 - a. Collection Analytics (Amanda)
 - i. Esther Kim and Ying Liu are scheduled to meet with the group to provide an overview of the SDLC site and how to locate usage statistics.
 - ii. The group is still building their foundation and working on documentation for future members to follow.
 - b. Collections Licensing & Negotiation (Tim)
 - c. ECC/Opt-In Vendor Liaison (David)
 - i. Reviewing the Principles and Criteria for the ECC
2. OA negotiations and the subcommittee
 - a. COLD has not provided a process for OA. SDRC and SDLC will need to create a process for negotiating OA and strategies for addressing the read and publish side of OA.
 - b. The UCs are negotiating a Transformative Agreement with ACS, further meetings are scheduled for January.
 - c. Eddie will need a subgroup from the Licensing & Negotiation subcommittee who are familiar with OA issues to attend these meetings.
3. Subcommittee guest and volunteers (email 12/12 from Pam Anan)
 - a. Volunteer liaisons for the EVL subcommittee will not have a formal role and will be invited to meetings as guests.
4. Communication with Collection Development Librarians
 - a. SRDC quarterly update to CD listserv
 - i. Committee will include progress of the SRDC and highlights from meeting minutes.
 - ii. Quarterly update will be disseminated in January 2021.
 - b. Share SRDC minutes with CD listserv
 - i. Committee will begin sharing minutes with CD listserv beginning in January 2021.
5. Wiki Space for sub-committees
 - a. Chris advised that the wiki is now viewable to subcommittee chairs who have edit access and can attach minutes.
6. Request for interest in a SCEL Shared Print presentation for SRDC
 - a. Committee agreed that this is not a good use of SRDC meeting time.
7. Adjournment @ 2:50pm

SRDC Analytics Meeting Minutes

11/19/20

In attendance: Jennifer Masunaga, Amanda Grombly, Kirstie Genzel, Samantha Vuong, Marianne Foley, Alicia Guzman, Lauren Mueller

Select short- and long-term committee goals

Amanda clarified the role of the analytics committee. The committee will be tasked long term with creating analytics reports of the ECC databases covering at the least:

- ECC Database Cost per Use per campus
- Cost Per Use overall
- Cost Share by FTES (can be collected through CSU dashboard)

*See [EAR/ECC Assessment Reports](#) for the type of analysis expected by SRDC

The roles and functions of the ECC, SDRC, Chancellor's office and EAR were also explained and clarified.

Action Items: Flow Chart

- Amanda will create a Flow Chart to better explain the major roles and personnel involved in the work this committee will produce

Potential Complications for Committee

- No existing workflow to get ECC total cost and cost per campus from Chancellor's Office to this committee. Will have to talk to Esther and Ying to get cost, subscription data, and usage stats to analyze
- Current skill set of committee members makes the type of analysis required difficult
- Need additional training in Excel (specifically Pivot Tables) or possibly envision another way of presenting the required info
- Workload for this committee is considerable and may take longer than the 2 year commitment to complete. It also brings into question the workload vs the staffing classification of the current members of the committee

Additional Questions

- Need to identify what measures to use (COUNTER 4 vs 5, how to handle the transition period)
- What time period to measure
- How to present the data (excel? Posted to existing wiki? etc)

Action Items: Committee Skillset

- Amanda is going to discuss the skills of the existing committee to the Steering Committee may not be able to easily produce the type of analysis requested.

Things still in Question:

- How do we transfer knowledge in this committee once goals are met?

Resolved: Long Term (2020-2021) Goal: To establish and document a workflow for the creation of ECC assessment reports

Resolved: Immediate Short-Term Goal Identified (Spring 2021)

- Spring 2021: Invite Ying and Esther to 2 separate committee meeting to discuss their roles (in ECC usage stats and subscription costs) to help figure out a workflow for getting the required data points from Chancellor's Office to the committee
- Excel Training: The committee will seek out additional professional development in the areas of pivot charts/tables
- Determine metrics to be included in final reports

Future meeting agenda:

- December meeting will address points of clarification and further discuss the skill set of the committee members (strengths/ weaknesses, etc.)