Recommendation: Consultant for the COLD Strategic Plan Refresh

Presented to COLD on May 10, 2023

I. The charge of the COLD Strategic Plan Task Force was:

From CSU Maritime COLD Meeting:

Motion -will create a task force to lead us in creating a COLD 22-23 Strategic Plan

**Motion -** that the task force be made up of 3 COLD deans, one CO rep, one faculty rep and that the task force be charged with planning for opportunities for broad input.

23 approved

II. The COLD Strategic Plan Task Force membership is Jen Fabbi, Ryne Leuzinger, Rebecca Lubas, Adriana Popescu, Ron Rodriguez (chair), David Walker. The primary goal as identified by COLD and through a survey indicated a refreshed, revitalized and amended CSU Libraries Strategic Plan (2018-2021) was needed and it should be a 2 year strategic plan.

III. We received referrals from various deans and eventually came up with a list of four prospective consultants: Brightspot (a consulting firm), Erin Walker (Chancellor Office consultant working primarily on affordable learning solutions), Sarah Faye Cohen (previous AUL at SLO and founder of Big Questions Collaborative in Carmel CA-Monterey, CA) and Jim McCarron (McCarron and Company, San Clemente CA).

The task force met and recommended that Scott Walter and myself plan an written outreach to the prospective consultants, explain our organizational need and a little about COLD and suggest a zoom meeting to ask questions of each other and determine consultants interest, “fit” to COLD as a group and, of course, matching our budget to their budgetary expectations/needs.

Scott and I got together and came up with an introductory email letter. All four responded and Scott and I met with three and I did one zoom call solo due to a scheduling conflict Scott had. The zoom meetings occurred in mid-April. I wrote up a summary of the guide questions and my notes on their responses. All were interesting, all have intelligent and thoughtful approaches to strategic planning for organizations such as COLD. They all have different backgrounds and experiences. One consultant group, Brightspot, was clearly out of our budget at 150-200k for a full strategic plan review, they leaned toward creating a new one.

The task force met again on May 4 (last week) and we discussed each consultant with regard to their experience, ideas for strategic planning, approach to strategic planning with a group such as COLD and overall suitability and that intangible but real quality of being an individual who can understand what is means to be a dean, how we are trying to working for the benefit of the 23 yet we all have our own campus libraries and unique concerns and issues.

The consensus from the discussion was that Sarah Faye Cohen be recommended as the consultant for COLD. She expressed a lot of interest in working with COLD. She is willing to help with the refining the scope of work. It should be noted that Sarah’s proposed cost of $18,500 plus travel to 1-2 meetings is within the $20k budget offered by the CO. It should also be noted that the taskforce discussed the possibility of utilizing Sarah’s offer to lead an in-person meeting and that this could potentially take place during a Thursday morning COLD in September.

She also took the initiative to send out a proposal based on our conversation. It covered:

* Understanding of need
* Approach
* Process
* Contributions from COLD
* Timeframe
* Deliverables
* Price

We feel enthusiastic about her possible consultancy and seek a motion to approve Sarah Faye Cohen as the consultant for the COLD Strategic Plan Refresh and that the task force meet again with Sarah Faye Cohen to work out the scope of work and other details necessary to pursue a consultant contract with the Chancellors Office.