**COLD E-Resource Purchasing Exploratory Task Force (CERPE)**

Meeting Notes

June 5, 2019

ZOOM 12:00pm

Present: Emily Bonney, Eddie Choy, Tracy Elliott, Del Hornbuckle, Amy Kautzman (chair), Patrick McCarthy, Karen Schneider

Guest: Claire Dygert, CDygert Solutions

* Claire recommended creating two documents: 1) a specific charge document with goals and objectives, 2) a project plan that answers the following four questions related to the task force charge:
	+ What are we doing now?
	+ How are we doing it?
	+ How else could we doing it?
	+ What are our best options moving forward?
* Project plan will include two phases, 1) discovery, and 2) synthesis of discovery to include best options. Specific areas of inquiry may include the following:
	+ Perform an analysis of 3-yr pricing history of licensed products through the CO to determine average increases and how those compare to other consortia. (Or whatever analysis is recommended by Claire or Eddie)
	+ Are there any savings and/or improvement to process to be gained by locating this workflow on a CSU campus as a shared service?
		- Does academic publishing knowledge/group discount purchasing experience allow for a more strategic approach and greater savings?
	+ Would multi-year contracts allow for deeper savings?
	+ Build a matrix of current and possible partners and approaches, including pros/cons.
		- Ascertain how cost recovery works in all of the programs listed.
		- Which options are open to partnering with the CSUs?
		- Are program fees owned by the subscribers or the agency?
		- What are the pros/cons of moving work to CSU Procurement from Academic Technology Services?
		- Are there significant savings and/or improvement to process to be gained by locating this workflow on a CSU campus as a shared service?
* Does CSU-HR allow for shared, system-wide hires not in the CO?
	+ - Can the CSUs benefit by partnering with the UCs via a common procurement approach? (<https://calusource.net/>)
		- Is our current ECC/SCELC system offering the savings expected for group purchasing?
		- How does the current purchasing practice compare to using an outside buyer (Ex: SCELC)?
		- What is the most equitable\* manner to divide costs?
* Emily will explore CSU internal operations including:
* Do other CSU units pay a cost recovery fee in line with what COLD member pay?
* If yes, what is the fee for and what percentage cost per service?
* Goals and Objectives should include:
	+ Identify best practices for negotiating and group licensing materials
	+ Equitable manner for dividing costs:
		- Cost of eResource Licenses
		- Cost recovery for management and purchasing of eResource Licenses
* Claire will email proposed project plan and goals and objectives to Amy prior to our next meeting on June 19, 2019 at noon over ZOOM.