Shared Resources & Digital Content

Committee of the Whole

Agenda – Meeting 1

Wednesday, December 7, 2022, 3-4 PM

Zoom: <https://csueb.zoom.us/j/85182662378>

In attendance: Emily Chan (note taker), Lee Adams, Kathlene Hanson, Kristen Gallant, Mantra Roy, Monica Kirsch, Nerissa Lindsey, John Brandt, Tim Strawn, Ann Agee, Marianne Foley, Amy Kautzman, David Gibbs, Ann Roll, Chris Bulock, Ashley Wilson, Jennifer Fabbi, Holly Yu, Lauren Magnuson, Jodi Shepherd, Carole Correa-Morris, Laura Krier, Keri Prelitz, Sheree Fu, Brinna Pam Anan, David Hellman, Ann Roll, Wil Weston, Katie Lage, Stacy Magedanz, Linda

Minutes:

1. Note Taker - (Lee Adams)
   1. Emily Chan is the note taker for the meeting. Lee thanked her.
2. SRDC Steering – (Lee Adams)
   1. Tracy Gilmore is unable to attend today.
   2. Open discussion about assembling a wish list for any remaining year-end ECC funds
3. Wishlist for Residual ECC Funds (Ann Roll)
   1. Ann Roll created a spreadsheet for wishlist items: [SRDC: One-time funds wish list](https://docs.google.com/spreadsheets/d/1wwSRIBGjSc-7mNUIBBVXlz3kODvIpQ2kookOswlNXZQ/edit#gid=0)
   2. Submissions to the list should be one-time materials only as we cannot assure the continuance of materials that are on a subscription basis
   3. From past years’ ledgers, the balance that is up for discussion and consideration is ~$350-400K, but we won’t know exactly how much until a little bit later in the fiscal year
   4. When COLD successfully lobbied for an increase to the Electronic Core Collection, the Chancellor’s Office added an additional $1 million. This increase was geared towards covering inflation for the near term.
   5. Site from the CSU Libraries website about the additional $1 million - [Frequently Asked Questions about the Electronic Core Collection (ECC)|CSU Libraries Network](https://libraries.calstate.edu/ecc-faq/)
   6. Items to be further discussed: procedures, as EVL may have a role in evaluating the wish list submissions.
   7. This is the timeline that has been agreed upon by COLD

| **Deadline** | **What** |
| --- | --- |
| 2/20/23 | SDLC members’ last day to add to [wish list form](https://docs.google.com/spreadsheets/d/1wwSRIBGjSc-7mNUIBBVXlz3kODvIpQ2kookOswlNXZQ/edit#gid=0) |
| 3/10/23 | SDLC Steering Committee makes recommendations to COLD |
| 3/30/23 | COLD makes recommendations to SDLC |

1. ECC Task Force update (Ann Roll)
   1. The ECC Procedures Task Force is creating a separate procedures document; previously, the [ECC Criteria Document](https://docs.google.com/document/d/1ab-_cqJHDQAK6zNfnZWPApggh0qCExF5IGh-ZJ6wHkg/edit?usp=sharing) included procedures. It is important to separate the procedures from the criteria. This will allow for greater flexibility and improved updating.
   2. The task force is meeting for the second time next week.
   3. Members include Jodi Shepherd, Holly Yu, Stacy Magedanz, Carole Correa-Morris, Laura Magnuson, and Keri Prelitz
   4. E/VL Subcommittee is looking at the shortened version of the ECC Criteria this Thursday.
2. Transparency and communications between COLD, SDLC, and SRDC (David Hellman)
   1. David shared that he’d like to see improvement in transparency and communications between COLD, SDLC, and SRDC. It’s rare, but the recent ACS deal (multi-institution agreement between SCELC, UCs, and CSUs) was concerning. The Elsevier deal had broader SDRC representation, for example.
   2. Ann and Amy provided greater context for how a confluence of factors led to the ACS agreement:
      1. General ACS secrecy
      2. Director of SDLC position was vacant, as Eddie Choy had retired and Ann Roll was not in place
      3. Leslie Kennedy was acting
      4. COLD Exec was informed, but even the whole of COLD was not aware
      5. The deal came together quickly and required discretion
   3. It was shared that even COLD wants more transparency from COLD Exec. Ann Roll indicated that with the Director of SDLC position filled, something like that wouldn’t happen again
   4. All agreed that as a system, we can do better and we’ll never be perfect, but we should continue to strive for transparency and communication
3. Task Force on Procedures (Tim Strawn)
   1. Tim expressed his appreciation for the previous conversation and our consideration of how work gets done in a large system like the CSU. The task force on procedures is looking into making recommendations and clarifying processes.
   2. As part of this work, the task force on procedures will review the charge to improve upon the process of making recommendations for COLD’s decision and activity
   3. The aim is to further clarify and clean up our roles; this SRDC structure is still fairly new. Questions and comments are helpful in improving these procedures/policies/processes
   4. It was noted that this work would have been done much earlier if we had had more normal years since the inception of SRDC structure. In March 2020, SRDC was introduced and then COVID shut down our libraries. There were new deans and COLD struggled with local COVID issues. COLD is getting itself back together as a group right now to deal with more future planning. The last couple of years have focused on COVID and its fallout.
   5. COLD is also working on reviewing their documentation. They have [new bylaws](https://calstate.atlassian.net/wiki/spaces/COLD/pages/2636939289/COLD+Bylaws) and are working on an organizational handbook.
4. SDLC - Announcements & Updates (Ann Roll)
   1. Thank you for handling the barrage of subscription memos; Esther is back!
   2. It is Ann’s goal to move up the timeline so that we can be more proactive and make decisions.
      1. Currently, subscriptions are about ½ calendar year, ½ fiscal year
      2. This timing can be challenging. For example, with the recent Sage deal, it’s likely that it would take place in 2024 instead of 2023
      3. SDLC is working on improving Consortial Manager; student assistants are plugging in the last 3 years of pricing data
      4. The wishlist is also another arm of being proactive; allows Ann to reach out to vendor on the items that are of interest
   3. Open discussion about SDLC
      1. It’s really difficult to turn around on sub memos with 2-week turnarounds
      2. Members need more lead time for some offers that have significant changes to their terms, or to consider new offers
      3. Ann will work on moving up the timelines. For example, she started in July and really the system should have been asking for quotes before she started; current timeline is 3 months before renewal (libraries need more time to be proactive); there is a backlog currently so there will be some delay as Ann/SDLC works through these. It will get better.
      4. Going back to Sage - some campuses already renewed with subscription agents earlier in the year; Ann has told them that the timing was challenging. It is unlikely to have 100% participation; may be different for 2024
      5. All-in deals - these are among some of the toughest for librarians; bottom-line price, but if not every campus opts in then the pricing is going to go up
      6. Another consideration is how open access intersects with our offers. For example, Annual Reviews is a subscribe-to-open offer; contributes to the end goal of open access but is not transformative in the sense as it does not cover APCs
      7. Ann emphasized that the goal is to advocate for what you want and need; she wants to collaborate and work together on that
5. COLD - Announcements & Updates (Jen Fabbi and Amy Kautzman)
   1. COLD met last week in Fullerton and is working to update the operational handbook. COLD is getting feedback on the language for this Committee. This will help with ensuring a shared sense of expectation for the groups.
   2. COLD is planning and setting up for the future.
   3. Amy and Jen made it very clear that SRDC would like to be informed early and often about any future transformative agreements.
   4. They shared the ECC wish list timeline and 10 days for response; there were no objections.
6. Committee reports (Lee Adams)
   1. Committee reports were sent by email
   2. Question for the group - do you need more time to read for any potential questions? It was decided that the Friday before the meeting of the whole should provide sufficient time for folks to prepare for discussion.
7. Last-Minute Items
   * 1. Suggestion to have SDLC meet at SCELCapalooza in person - February 28-March 2, 2022
     2. Suggestion to discuss streaming video in a future meeting.
8. Meeting adjournment at 4 pm