

## **ECC and Opt-in evaluation and recommendation procedures**

### **Considering current Opt-ins for ECC**

Opt-ins to which  $\frac{2}{3}$  or more of campuses subscribe will be analyzed in the summer months. This analysis will determine if there is sufficient interest to identify the resource as a potential ECC addition. The following procedure shall occur every summer.

- On an annual basis in early spring, SDLC provides to SRDC a list of resources that meet the  $\frac{2}{3}$  threshold and approximate pricing
- By the final meeting of the academic year, SRDC designates a working group (3-4 people) to review and recommend resources based on the list provided by SDLC
- Analytics gathers usage and any relevant survey data on these resources (See "Routine assessment of the ECC" for sources of these data.)
- Analytics provides data to working group
- The working group provides a recommendation to the SRDC Steering Committee by the first SRDC meeting of the following academic year
- The SRDC Steering Committee evaluates and drafts a recommendation report for SRDC evaluation
- SRDC provides further edits as needed and votes to approve
- SRDC makes recommendation to COLD
- COLD conveys decision to SRDC and SDLC

### **Considering new resources (not currently available from SDLC) for Opt-in or ECC**

New e-resource products (not currently available through SDLC as ECC or Opt-in) that are of interest to multiple CSU libraries may be suitable for evaluation as potential ECC or Opt-In resources. The below process ensures consistent recommendation and assessment tools are employed during these evaluations, and that applicable ECC or Opt-in criteria are evenly applied. Resources meeting the criteria, as well as interest thresholds of 7 or more campuses, may be recommended for provision as an Opt-in; resources with interest from  $\frac{2}{3}$  of campuses may be recommended for inclusion in the ECC.

- Via a standard form maintained by EVL, SRDC members may recommend products for review by EVL
- If deemed necessary for evaluation purposes, EVL requests that SDLC initiate and manage a trial
- EVL assesses resource for content, quality, and potential use by the CSU campuses:
  - If EVL rejects the resource, it is added to an ongoing list of rejected resources for SRDC member reference
  - If EVL determines that the resource may be useful for offer, EVL polls the campuses for interest using a consistent online tool
- If a minimum of 7 campuses express interest, SDLC proceeds with offer

- If  $\frac{2}{3}$  of campuses express interest and the resource otherwise meets ECC criteria, EVL recommends to the SRDC Steering Committee for potential recommendation for the ECC (See “Considering current Opt-ins for ECC” for next steps.)

### **Routine assessment of the ECC**

Routine assessment of the ECC is needed to ensure that all the resources are still meeting the needs of at least two-thirds of the campuses. The routine assessment will ensure that each resource continues to support general education or core curriculum, defined as representing degree programs present at two-thirds of campuses, and maintains significant usage across most of the campuses. Every other year, the Analytics subcommittee will present a report of their routine quantitative assessment that will also utilize qualitative data from the biennial survey and note trends across years as well as other significant findings for the SRDC Steering Committee to evaluate.

- The Analytics subcommittee creates a report of both quantitative and qualitative data every other year, including an executive summary highlighting noteworthy results
- Quantitative data will include usage data on all ECC resources, including cost per use, year to year trends, percentages of use to assess balance among campuses, and other relevant usage analysis
- The subcommittee distributes a standard survey every other year, allowing one response per campus, including ranking or scoring of importance of current ECC resources, opportunity to recommend and/or rank potential new resources, identify gaps, etc.
- Analytics presents the biennial report to SRDC Steering Committee
- SRDC Steering committee evaluates and drafts a recommendation report for SRDC evaluation
- SRDC provides further edits as needed and votes to approve
- SRDC makes recommendation to COLD
- COLD conveys decision to SRDC and SDLC