# Library Leadership Council

# February 22, 2019

# Winter online meeting

## Friday, February 22, 2019

## Present Online: Present Online:

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| --- | --- |
| Dawn Hawley (Bellingham Tech) | MaryAnn Goodwin (CC Spokane) |
| Jennifer Dysart (Green River) | Candice Watkins (Tacoma CC) |
| Tim Fuhrman (Big Bend) | Lynn Kanne (Seattle Central) |
| Andrew Tudor (Wenatchee) | Gerie Ventura (Highline) |
| Leslie Potter-Henderson (Shoreline) | Nono Burling (WSL) |
| Erica Coe (Olympic) | Cheyenne Roduin (Renton Tech) |
| Rachel Goon and Beth Thoms (Pierce) | Greg Bem (LWTech) |
| Aryana Bates (North Seattle) | Amy Kelly (South Puget Sound) |
| Mindy Coslor (Skagit) | Stan Horton (Grays Harbor) |
| Maryanne Hirning (Lower Columbia) | Wade Guidry (WACTCLC) |
| Jackie Ray (Walla Walla) | Mark Jenkins (SBCTC) |
| Howard Fuller (Whatcom) | Jess Thompson (SBCTC) |
| Melinda Harbaugh (Lower Columbia) | Boyoung Chae (SBCTC) |
| Julie Nurse (Centralia) | Samantha Hines (Peninsula) |
| Tammy Siebenberg (Yakima) | Elizabeth Iaukea (WSL) |
| Jeanne Leader (Everett) | Lindsay Keevy (Lower Columbia) |
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## Colleges not represented:

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| --- |
| South Seattle |
| Cascadia |
| Clover Park |
| Bates |
| Clark |
| Columbia Basin |
| Edmonds |
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Zoom Link for meeting: <https://lowercolumbia.zoom.us/j/119272398?status=success>

The regular quarterly meeting of the Library Leadership Council was held online and was convened at 8:30am, February 22, 2019. Melinda Harbaugh welcomed the council.

## **Approve fall 2018** [**minutes**](https://drive.google.com/file/d/1ow8XRx2yrNwh__jLD_gWqJpUNG8sSVy3/view)**:**

Candice Watkins motions, Howard Fuller seconds. Minutes approved.

## [**Work Plan**](https://docs.google.com/document/d/158B3MirMcxfBoR9FgwQKuL9IxlQH33-umeFFQNhETLE/edit) **– Part 1 (Harbaugh, Bates, McClendon):**

MH – from the meeting in the fall, we got feedback from IC about the workplan. I also attended Instruction Commission and got feedback from them and implemented all the most basic feedback into the document. Major suggestion to move to a 3-year planning model. LLC is included in increasing adoption of OER 3.1A and they want an update in winter quarter. I will attend IC with a report and Candice/Howard are working on a report. Our work should be concise, support IC workplan, but not everything has to map to their plan. Definitely want us to work on Equity/Inclusion efforts. I added some language to goal 3 that included some equity and inclusion language for students. They want us to consider scalability of OER. For 3.3, they want us to work with ELC on accessibility.

AB – when we were working on this, we have 4 (maybe a 5th) area. We need to align with IC goals, move to 3-year workplan, spread the workload more evenly, focus our objectives to be scalable and scaffolded over 3-years, and think about how we can include equity and inclusion into our objectives.

VM – On the equity part, when I attended they felt that libraries do a great deal around equity but that we don’t really talk about it and it could be easily folded into our work.

SH – Seems that what libraries do well is provide resources to folks that can’t afford them. But when we share out our resources, databases, etc. we are selling ourselves short because I haven’t seen anything that puts these in the light of equity. Should we put a library stamp on this equity piece that highlights the resources we do provide (databases) as a form of equity and academic rigor in instructional programs.

AB – I think we can make this more explicit to show how our resources work towards OER/Equity. OER is one way, but not the only way. Other powerful ways to contribute.

CW – OER is a piece to the library puzzle and there are a number of ways to how we have approached equity – the labeling language in the systems and will be doing it in CtCLink.

VM – Many systems have begun using language like affordable.

MC – Could we ask this workgroup to develop a whitepaper that includes what we are currently doing and present to IC?

HF – OER benefits all students, lowers costs. But how is it used? I am not convinced that access is enough. I am not convinced we have a common language to have these conversations. We have similar language, but not common. This is an opportunity to frame the conversation.

JL – Everett has been doing a lot (probably how it has reached Instruction commission). We have the 5 dimensions of Equity and it is a big topic. What do we mean by equity/inclusion and what are we doing well and what do we aspire to do. We have a framework that might be a good starting point. Here is the link to the 5 dimensions work <https://www.everettcc.edu/administration/president/5-dimensions-equity>

MC – the state board has done some good trainings and maybe they could come do one for us. Here is a document that the SBCTC shared at the AEAC meeting last month: [https://www.sbctc.edu/resources/documents/about/task-forces-work-groups/aeac/2019-january/racial-equity-tool-worksheet.pdf](https://www.sbctc.edu/resources/documents/about/task-forces-work-groups/aeac/2019-january/racial-equity-tool-worksheet.pdf%20%20)

AB – we need to clean up the workplan and have a solid draft for spring. And commit to doing some work in individual work groups between now and spring meeting.

MH – members of LLC should sign up for a workgroup (visitors do not need to). We have lots of names in multiple groups. If we focus on one goal, it is easier for us to tackle the work and share out when we meet. Everyone please sign up on the document.

VM – for those not present, maybe make a list of those not attending and somebody take it upon themselves to reach out and explain how we need folks to sign up.

CR – How will we encourage those not attending today to participate on these groups?

VM – If somebody knows a person on the list of not attending, they could reach out to those people to share how important it is to do this work.

HF – as we look at leveling this I want us to be aware that we have WACTCLC as well. So we have 2 groups that requires all of us needed on these work groups. I don’t know if this is a structural issue where 1/3 of us are also on the secondary consortia group.

MH – Whatever work that WACTCLC is doing, how does it align to the workplan so we aren’t doing double duty. You could be supporting a goal without doing additional work. It will help to streamline the work we are doing. If we are strategic about what we put on that workplan, we won’t be creating extra work.

VM – As folks are signing up for groups, notice that IC doesn’t use the term “economic demand” so we might need to figure out where that maps. I made a document that will help the groups see the steps needed before the spring meeting that will show it isn’t a lot of work.

MH – even being involved and showing what your college is doing is a help.

JL - Could we consider adding Diversity, Equity and Inclusion (DEI) as a specific work group?

AB – I think we should strive to interweave DEI into all our work groups. Maybe there are ways to foster communication or trainings into all our groups.

GB - Going back to a comment that was made earlier, it might be helpful to have a larger time and space to explore DEI work in the LLC; however, I agree with Aryana's point about interweaving as well. It should be part of our everyday work!

MH – there is a document guide that will give you some guidance on your workgroup. The goal for spring would be to come together and have something we feel good about to reflect that to IC. We will set up a folder for each work group so you can store all your documents.

JL - Both approaches make sense to me. I think we could do a great deal with the focused discussion and then ensuring that we address it with each goal area.

## **Standing Reports:**

### Treasurer’s Report (Tudor)

AT - We have a beginning balance of $1883.13, expenses of $820.84 from Big Bend Meeting and income of $2,700.00, current balance $3762.29. I will see who has not paid dues yet.

### ITC - Information Technology Commission (Tudor)

AT – Met February 7/8. Talked about Accessibility. Ward from Bellingham developed a database to track accessible technology and it is being scaled up to use across the state. Not sure about the model and sharing vendor information but it is in pilot testing. We will need to look at accessibility of library products and maybe this database will help. Mobile device management came up. Core technologies came up. Alma was a test for the presidents about core technologies and the presidents determined that Alma/Primo didn’t help answer what a core technology is. But question is back as we look at 3rd party technologies or plug-ins. The system could define a core technology, but you don’t have to pay for it or use it but you are on your own then. We cannot write back to PeopleSoft.

MJ - The conclusion I have come to is that core technology isn’t a very good term. One of the definitions is specific to ctcLink and defines what technologies are able to read and write back to PeopleSoft. There are definitions of standards for funding. The steering committee isn’t’ going to lock down everyone into a common definition. I think definition of core technologies is going to shift again and I’m happy to talk about this going forward.

AT – We spent the 2nd day talking about ctcLink. Real positive movements.

### Library Council (Harbaugh) – [report online](https://drive.google.com/drive/u/0/folders/1ux-qQuAXWqrZqxcjqUbtMm9W12_MojbP)

MH – Jeff Martin retired in December. Work is continuing to pilot VR headsets (200-400 each). Legislature approved $80K in funds to study capital needs of regional libraries. ProQuest still has LSTA fund support. There is a placeholder in LSTA for LLC project.

### eLearning Council (Bates) – [report online](https://drive.google.com/drive/u/0/folders/1ux-qQuAXWqrZqxcjqUbtMm9W12_MojbP)

AB – Dawn Hawley is new Library Director at Bellingham Tech. Council talking about Equity/Inclusion into their goals as well. Decision to create a tool that helps with decision making with Equity lens. Workgroups are Compliance, OER, and Professional Development. Many goals in collaboration with LLC, especially OER. Guide to education department program reviews has been completed – helpful tool for schools being audited by Ed dept. Repository completed. Faculty handbook has been shared. SBCTC update – looking at a 5-year extension for Canvas. Access360 reports and feedback on ctcLink.

Chat - Aryanna, do we have access to items such as the Faculty Handbook? Or should we seek access through our eLearning staff?

AB – I think you should work through your eLearning folks.

WG - Accessibility (VPAT) reports for Alma and Primo, for those interested (these reports might also be good to share with campus accessibility teams):Primo VPAT (accessibility) report: <https://tinyurl.com/y2drnxfh>Alma VPAT (accessibility) report: <https://tinyurl.com/y3mqby2w>

MH – IC does specifically want us to work with ELC on our workplan and OER.

### Adult Ed/CBS/AEAC (Coslor) – [AEAC report](https://docs.google.com/document/d/1u55VVRtzfdCFTaLI1fUHoNWzC_cS4qucJuiqXv5UXTA/edit), [Basic Ed High Impact Skagit Report](https://docs.google.com/document/d/11WTzjQmDywCYexhZSBl5iv931TFKU2drrr6WpU4e2R4/edit)

MC – all efforts in basic skills must support equity. Overview of workforce opportunity grant. Looked at enrollment figures and performance achievement points. Next meeting will be in correctional center. Basic skills: new chair starting in summer. I shared with her some of the work done at Skagit with early data of capturing names of students that attended workshops and comparing with those who didn’t attend. Trying to demonstrate library workshops are a high impact practice.

### BLC - Baccalaureate Leadership Council (Bates) – Report in agenda

AB – Lots of people attending. Now 102 BA degrees offered in CTCs. Sharing draft documents and internal notes, nothing official. The group considering if they should scrap the rubric but decided to continuing working on it and getting more feedback from faculty. Objective is to complete guidelines to ensure academic rigor in curriculum development. If you have suggestions, you can send them to me by March 15, 2019.

IC - Instruction Commission (Harbaugh) - [Report in agenda](https://docs.google.com/document/d/1Z2PqOZ6tAEJOdlWFeEvgDPkIqEf6QsOMiO3p8zS1pN0/edit)

MH – Attended in fall after LLC meeting. Submitted our document about E/I efforts that we developed. LLC liaisons are assigned to the Learning Strategies and Innovations committee along with eLearning. Shared the report from group work. I shared the BAS rubric that we created and it was well received. Talked with Deb Gilchrist and got clarification on our workplan (discussed previously). I am planning to attend next IC meeting and report is due today. Feedback is helpful.

VM – our work to make our workplan and new alignment strategies would be good to report on.

AB – our intention to refocus our DEI work should be reported.

## **Break**

## **Office of financial management Library Request Follow-up (Harbaugh & Jenkins):**

MJ – This request was relayed through me but I don’t know much about it and haven’t heard any updates.

MH – Any questions or thoughts?

CW – Don’t understand the whole premise/context? What are they going to do with the information?

MJ – Context: Wayne had written for more info.

TS – The definitions and terminology was ambiguous.

AB – I reached out to folks at North and it was news to them.

MJ – None of this came from education division at SBCTC, surprising to me too.

LK - From my VPAS: I propose your statewide council sent OFM a letter with suggestions about how to better assess Library space. They are trying to get it right, and feedback on how to do it more precisely will be appreciated. In any event, I think you want to go on record in the event they reach erroneous conclusions base. If we understood better what needs they were trying to assess, we could be more helpful.

MG – Concern is that I have libraries with adequate space, but I don’t have furnishings and technology infrastructure to support student need. It goes beyond study rooms.

JR – There is so much more than quantity check boxes that lose atmosphere and experiences we are supporting/creating. Is it asking what the 21st century library looks like and what do our responses say about that. What our libraries should look like vs. what they DO look like. Is it tied to outside assessors? Actual vs. what should be. Should we be aligning to outside evaluation bodies?

AK - especially the shelving questions - we have shrinking physical collections, so it's not a particularly relevant issue.

VM - I thought the shelving question was leading to - if you don’t need shelving - we might use that in another way. Perhaps not in a library way.

MC - SVC needs group study space. If I could repurpose my space, that would be what I would do.

LK - We know students need more and more flexible learning spaces in which to collaborate and use information. The fact that they didn't consider the space for people and for delivery of services was pretty disturbing.

## **SBCTC Reports:** [**Common Messaging**](https://drive.google.com/file/d/1gYNE0AKa2IipEMEy2nbjFNpmSQqGDSpw/view)

### SBCTC (Jenkins):

MJ – Remind people of Cascadia OER summit April 17/18. We are subsidizing registration. Negotiating a 5-year extension for Canvas – trying to get 4% increase first year instead of 12% up front. Trying to avoid the R1 (Research Intensive) folks walk away when they are offering us better than R2. Shouldn’t have to worry about it for another 5 years. Strategic technology task force trying to come up with a governance structure for our portfolio with the state. Starting to write a strategic technology plan. Not related, disappointment over CATO but it is hard to have a floating committee without a reporting structure. I propose they report through Strategic Tech task force. EdTech steering committee in the works. Looking towards midlevel resources we all might need. ETutoring.org is collaborative online tutoring system for the last 15 years – We managed the NW etutoring consortium. The lead institution pulled out and we have scrambled to figure it out. SBCTC is taking over the entire national infrastructure and we are figuring out how to support this. The consortium has colleges nationwide. ctcLink project is doing analysis of accessibility of their platform. Going to an RFP for accessibility contract. I proposed we do master contracts for these services and vendors that we can all use as optional contracts for the entire system and all colleges could use them as they see fit.

### Accessibility (Thompson): - Link to slides in agenda

JT – Working on Accessibility 101 redesign. Address keeping up with demand. Only about half the people that enroll actually complete. Also update the content and reorganize the flow. Also make it less faculty-centric and open it up to other offices on campus and how to implement these practices. Figuring out how to offer the training, but needing to scale back on my vision. We will sticking with the current training and have access to the modules. Plan is for a mid-April release for new class and will implement badges for individual modules. Will give us a more detailed view of what people are learning. Over the next year, there will be additional modules and lessons as well as more advanced levels. You can review the updated materials <https://bit.ly/sbctcaccess>. This is more like a resource library instead of a training. The update includes some self-checks and application exercises.

MC - are these training modules found in Canvas?

JT – They are not on Canvas Commons. The training is not available right now – Mid-April. The other thing is Access360. In our second round this year. Year 2 cohort is still lagging. We typically do campus visits in winter, but we are not able to visit every school – will be upon request. We are also planning the spring convening.

### OER (Chae):

BC – finished review of proposals for Cascadia OER summit. We have 3 OER related bills we are monitoring and all 3 bills are still live. House bill 1702 – requires adding low cost requirement and labeling to the RCW. Passed exec session and now moving to floor vote. House bill 1701 – asking for OER and low cost designation for 4-year universities. State board has nothing to do with this bill. House Bill 1470 – asking for tax incentives for those who use OER. Has been submitted twice and we have some concerns over the implementation (although not and SBCTC bill). We are not taking any actions but monitoring.

## **Open Education Update (Watkins & Fuller):**

HF – Committee met. Working on our workplan. Looking through an equity lens. Tacoma using a framework to think about OER as a springboard into the next iteration of what OER might look like on campuses (team framework). We are planning a professional development webinar on March 8, 2019.

CW – Trying our best to respond to wrapping everything we are doing through an E/I lens and also looking at scalability and sustainability. All this is mapped to the workplan.

## **Library Discards Update (Siebenberg):**

TS – Follow-up about rules for discarding and how we are supposed to give a public notice to K-12 schools and offer it to them first. I don’t know what a legislative Ask is supposed to look like so does anybody have an example to work from? Jennifer and Lesley offered to help, but no movement yet.

MC – could this be coordinated through SBCTC as part of their package sent to legislature?

BC – Policy cut-off date is today. So cannot submit new bill. Legislative ask is different. I will connect your request with our legislative director to see if he can help provide an example.

TS – Does anybody have an example of the K-12 message to discard books?

AB – I am going to send a message at the beginning of each quarter to our local business journal/magazine to advertise a book sale.

MC – we have done it through the local newspaper.

CR – maybe we could have this language on our GoogleDrive so we can borrow it from each other.

TS – I will make a folder on the googledrive to share copies of what you have published locally.

## **LSTA Grant Projects & AiA report (Goodwin):**

MG – Melinda submitted latest LSTA report on the agenda. Year 2 started in October 1, 2019 and funded $50K. Started with symposium at Highline College. Call out Lynn Kanne and Jessica Koshi-Lum for a great symposium. Supported library faculty and allowed them to share findings in professional setting. There is a libguide The 2018 Research Symposium LibGuide <https://libguides.rtc.edu/aia> available with projects and findings. We ended up with 8 grants that are funded, 10 colleges with projects going on and stipends promised for over $28K. Projects due August 2, 2019. Symposium September 27, 2019 (timing based on grant funding) at Highline again. One of our deliverables was a reflection piece to be completed by project participants. This led to a small research project on the side where we interview the participating librarians and this data/transcript will be part of this work as well.

VM – Interviews have provided formative feedback that helps year 2 projects. Learned that those who participated in projects needed help in getting over hurdles of research and process. Call for directors to provide assistance and guidance to project participants. Participants feel empowered.

MH – IC wants to hear about this all, but if you could provide a paragraph for IC that would be great.

## **Internal/LLC Information gathering best practices (Harbaugh):**

MH – There are great questions on the listserve that get great responses and then hard to find the responses. What if we started doing a googleform for questions/answers that we want to keep filed for review? Something we can retain.

-Other suggestions are Slack, Basecamp, Microsoft Teams, a group workspace

MH – more about collecting the critical pieces of information.

TS – Maybe the person who initiated the question is responsible for compiling and summarizing and making accessible the information in a digest format.

LK – including a date or form link from the listserve would be helpful so we can go back and search.

WG - Is there a group workspace standard or de facto standard? Maybe a Mark Jenkins question?

TF – No there is not a standard.

VM - Microsoft team? Would that allow everyone to join the discussion? I know that BC has a separate instance of Microsoft Outlook than the rest of the SBCTC

WG - We have a similar issue within WACTCLC. We use listservs and Zoom heavily, but those tools don't lend themselves to search and discovery.

LPH – I wouldn’t recommend Basecamp.

TS – Best to try and stay with as few platforms a possible. A section on our google drive might be best.

CR – if we had a naming convention that helped people go back to the listserve to find the richer content.

MH – On our drive, under surveys there is an example of how I did this recently for the survey about Lynda.com. It shows the form and the data. Could someone work on a best practices for this on our listserve.

LPH – I will work on it and will ask for volunteers. Tim Fuhrman can help.

WG – there is a way to search SBCTC listserves.

## **NWCCU** [**New Accreditation Standards**](https://drive.google.com/file/d/1IO8_Y2mh8Rtf2exJaelHWUGnn3ZdcSJw/view) **for Libraries (Harbaugh)**

CR: The new draft dramatically minimizes the library language. NWCCU timeline for process of new standards – still going to be revisions, town halls, recommendations. So we still have some time to make suggestions. I will be attending a year 7 NWCCU meeting and happy to try and ask around about the new standards and who we could approach with new language. I don’t see where there is a space for us to put forth new language.

MC – this isn’t just CTCs, so I would think the Universities would be good to talk to also. Info lit is also in 1.C.6. There isn’t a distinct call-out for libraries and library faculty to be involved in Info lit.

HF – It seems to be consistent with other regions where libraries don’t have a specific line. Regarding info lit, once it gets elevated to an institutional learning outcome, it is college-wide assessed across curriculum, not just in libraries. In some systems, info lit can reside in all areas on campus, libraries don’t own it.

JR – Info lit is an institutional outcome so assessed in various places. When I reviewed our standards here, they didn’t match to national standards. Very compelling. It misses that we are the educators and partners.

CW – what I liked about old standards, IL is our central mission and old standards allowed us to show how we own that and our strong roll in instruction. New standards overlook this and focus on resources, but miss the heart of the CTC. The library will have to push to insert IL.

VM – Concerned about the standards chipping away with the teaching roll of the librarian. Does this benefit for-profit colleges that provide online resources only and contract out a librarian? In approaching a group about this being a draft, we should be able to reach out to 4-year, state library and ALA to get some suggestions for leverage about the role of librarian as educator.

LK – what is missing (that we have in current standards), that using our resources effectively is woven into the curriculum. We know that just having “stuff” is only one piece.

CW - Do we know if they included a library liaison or librarian feedback mechanism in the drafting the new standards?

MH – Cheyenne is going to see if she can find out. We went through our visit in the fall with the old standards, I was responsible for addressing 7 of the standards. There are other standards (4 of them) that involve the library that might capture this info but they don’t fall under Library specifically.

TF – The way we are embedded in so many places of the accreditation reports, each team should include a librarian and we want to make sure we are on there.

MH – Volunteer to be involved in other standards that include aspects of library, even if they are not specific to library.

AB – Do we know what language we would want added back in? What is our vision for how it should be adjusted?

MH – Why is there only one standard now when nothing else has changed. Would like to know what the motive is.

CR – this is a fact finding mission so far. Do they feel like the library is represented in the other new standards? We could lobby to have language added that distinctly calls out Library and Librarians. Look at the pros and cons – what do we gain and lose with new standards. Where did the feedback come from that got it down to one standard.

AT - The commission is ending the feedback on March 30. Feedback schedule: <http://www.nwccu.org/accreditation/standards-review/>

LK – A chance to gather our own thoughts on this and reach out to the 4-years so that we have a common voice.

GB - Agree with Lynn. We should funnel our combined comments in one submission if possible.

EC – I am looking at NWCCU website and see questions asked at town halls. Asks if the library parts should be a separate review that captures libraries. <http://www.nwccu.org/wp-content/uploads/2019/01/NWCCUStandardsSurveyResults.pdf>

## **LUNCH BREAK**

## **Work Plan – Part 2 (Harbaugh, Bates, McClendon)**

<https://docs.google.com/forms/d/1DoWuFpAI5HeS0M5uWTLUOuxIGznOQUPHybNRrkGYgEw/edit#responses>

AB – do we want to add a 4th goal around EDI or keep 3 goals (all with EDI lens) and move BAS under student success?

MH – Goals 2 and 3 should include language that includes EDI and have workgroup one be a good advising body.

JL – If we have a professional development focus on EDI, that would be a good thing to report to IC and show our intentionality.

MH – going to change goal #1 to an EDI goal, going to move BAS under Goal #2 and we are going to include in goals 2 and 3 some EDI language. We can move forward on revising the draft and then take a vote. I am going to change the goals on that googleform and you can move to a different goal if you choose.

AB – the original plan is useful with the 3 breakout rooms. We will spend the next time in our groups, assign a lead and work out meeting times during the quarter.

CW – Are we changing to one overall lead to goal #3?

AB – the groups can determine their own structure, as long as each group has a point person.

MH – will send out the new groups with leaders identified and work will commence in small groups, not at this meeting. We are 2 months away from our spring meeting.

## **Textbooks on Reserve (McClendon):**

VM – at WLA meeting there is going to be a session on reserve textbooks. It is my opinion that we have created a systematic way for people to avoid buying textbooks that is long-term – they stay on reserve fully 100%. Some schools have scanning capacity which violates copyright. I am willing to report back from that session.

CR – has anyone experienced a copyright violation over this?

VM – I feel like Bellevue might call attention to this issue. University of Georgia was called out on various copyright violations. They had to stop.

LPH – how is this different than a public library? U of Georgia was more about the electronic reserves.

VM – It wasn’t just electronic. It was also paper reserves.

JR – we were very intentional about when we put them on and off reserve at my other institution.

VM – we take everything off reserve each quarter and faculty can put it back on the next quarter.

NB - I would imagine that allowing copies to be made would be the issue with publishers.

## **Washington State Library Updates:**

### AskWA changes (Burling)

NB – I took over for Jeff Martin and I head up AskWA and also oversee the AiA project you are working on. There have been a lot of stability and service issues in 2018. Last fall during WLA there was a meltdown where everyone was having trouble. I did an assessment and looked at Springshare’s libchat and LibraryHelp. I am aware any change is going to be disruptive but trying to decide if it was worth it. At end of meeting it was decided not to change software. All our large public libraries are going through their own assessments of services and AskWa is part of their picture. Cindy ran into Chip Nigel, who started QuestionPoint (QP) early on, and he is stepping back in and committed to the project. He is an exec VP at OCLC. QP hoped that the new HTML5 would add stability and also I am retiring at end of May. So all these things together felt like it wasn’t a good time for a change. I sent out a survey to gather information for who will take over for me. Basically, the advisory committee decided not to change now and get new person settled and then move forward. Cindy asked me to discuss some bills in the legislature. Sec of state is trying to get funding for rebuilding state library and state archives building. Another bill is House Bill 1363 asking for a study for consortia purchasing for peer-reviewed journals. Third is governors broadband bill and libraries are a stakeholder. Cindy also asked me to report on virtual reference conference, hosted last week. We drew folks from all across North America and gathered lots of new ideas. Training initiatives are coming up this spring – Difficult Conversations happening in some public library systems. They are always looking for suggestions on trainings that might be helpful for us. The State Library has professional development grants that never get fully spent. We are also looking into an online learning platform. Lastly, we have some open positions at the WSL: Broadband manager (good, solid technical background) and Jeff’s position – (experience administering grants and personnel management). I will look into where the jobs are listed and send along with the PP. And thanks for the origami animal compliments. :)"Jeff's" job <https://www.governmentjobs.com/careers/washington/jobs/2331881/library-and-archival-professional-4?keywords=library&pagetype=jobOpportunitiesJobs>

### Lynda.com/LinkedIn (Iaukea)

EI – I met with Mark and Steve from SBCTC about Lynda.com. With only 4 months left in the fiscal year, our funding won’t last for now. If our funding is renewed for next year, we want to find a way to get you on board. There is a separate campus product that we now know about. If any of us are interested in just having it for 4 months, or for a particular department on campus, but the timing is just too short to look forward. Microsoft purchased LinkedIn 3 years ago and LinkedIn owned Lynda.com. Because the money is tied to Microsoft, we didn’t need an RFP. But we have no real ideal of how LinkedIn and Imagine Academy will look like. I will have more information going forward. For Imagine Academy, everything we have access to is added. There are some additional training opportunities on there. If you link to the Learning Directory, you get all content. For those of you hosting testing on your campus, your campus will have access to end of June 2020, regardless of new funding. This is the first time we have been in the Governor’s package, which helps with funding.

## **WACTCLC Updates (Hines or others) – Document in agenda**

SH – Most work around investigating products including Web of Science and Gobi (Ebsco) and Leganto (already discussed as larger group). ExLibris interested in coming to the summer LLC meeting.

CR – Are we supposed to get a bill for WACTCLC?

TS – No charge to be WACTCLC, only charged to participate in products.

WG-<https://docs.google.com/document/d/12nGLhkq7Vepg9qKbBymTEzOH41dsRBKh8xc3Y2PRojU/edit?usp=sharing>. I created a custom search for searching the libdir repository. Also added a link to the VPATS to Alma and Primo in the google doc above. For benefit of newer folks, we have an ongoing online call at 10am via zoom. What potential impact does ctcLink have on institutions as they migrate to PeopleSoft? Big consideration is the user record loading from sms and pps, the new source of record will be from PeopleSoft and we need to work that upload into Alma. The work was handled centrally and when we move it will be handled by the institution. The first two institutions who will face this are Clark College and Spokane Colleges. I am hoping there will be shared code available but would appreciate any contacts people have I could talk with. Other things to think about are authentication – I don’t know if it will be affected by ctcLink. Potential integrations down the road with respect to financial areas of Alma. There are abilities to export finances, but fairly sophisticated thing to do. Make sure your local IT groups know the library will have a need for getting records out of PeopleSoft into Alma.

AT – Conversation about authentication reminded me about identity management including single sign on, password resets, etc. Microsoft new licensing package will make many tools available, but keep in touch with your IT groups around authentication.

MG – When we moved to ctcLink, we didn’t get any support from the state at all. Our issue at Spokane, because our colleges have self-certified and have certificates, we are having conversations between various groups around authentication and security certificates.

WG – are ExLibris invoices tax exempt? I don’t have a conclusive answer. Consortia level Alma invoice is treated as tax exempt, but individual schools will be billed separately from ExLibris for Primo. The hitch is about purchases that are made freely available to the public.

MJ – Our experience with some system-level purchases is that they have not been tax exempt.

MC – We got dinged for Innovative and paid 10 years of back taxes. Auditors might be watching.

AB – are you pushing for transition to PrimoVE?

WG – Institutions want to do it during spring quarter

## [**Around the Table Updates**](https://docs.google.com/document/d/1Rd_a0CP7fowzHi_CqdOBN_vpft2-sxX7SVwuLHY7Adw/edit) **(all)**

EC – I would like to see a new document created for each meeting so we don’t delete or overwrite past info.

MH – There is a new document, I just roll over the old one so I know what to update. Each meeting has a new, fresh document.

SH – my position in my library will not require an MLS. Trade off, I am getting another faculty librarian position.

VM - We have the festival going 3/8 & 3/9 <https://www.bellevuecollege.edu/illuminates/>

JR - Just learned my proposal for OpenEd was accepted! Woohoo!

## **Next meeting – Spring at Renton Technical College April 25-26, 2019**

## **Action Items (Roduin):**

1. All LLC members need to sign up for one workgroup on the Work Plan. The list of new groups will be sent out via listserve and ask any who are not signed up to join a group. Melinda is open to sending a personal email for any folks not signing up.
2. Melinda will add a time in spring meeting to talk about equity
3. Tammy will connect with Boyoung about connecting to someone at SBCTC for an example of Legislative Ask and also going over procedures to move forward.
4. Leslie Potter-Henderson will work on a best practices for how to compile and share data when info is circulating on listserve (surveys, questions, etc.)
5. Melinda will add agenda item to spring about the work on best practices listed above.
6. Move Textbook Reserve discussion to Spring Agenda. Vivienne will attend the WLA session and report out.
7. Cheyenne will work on hotel and dinner reservations for spring meeting.
8. Next meeting we will be nominating and electing new LLC members for executive board: Chair elect, Secretary and Treasurer.
9. Ahniwa Ferrari would like to join us at our spring meeting.

## **PARKING LOT for meeting agenda topics: SPRING**

Topic idea? Who’s covering it?

* Coffee service in libraries
* Bias Response Teams on Campus
* Databases - Discussion & Review: Kanopy; Web of Science (for BAS)
* Print collections - system-wide discussion of usage data
* Guided Pathways - Kristi Wellington-Baker
* Mentoring follow-up - Jeanne Leader
* BLC – Cindy Walker, How is BLC using the BAS Library rubric?
* Finalize meeting dates and locations for 2019-20
* Elect executive board/officers for 2019-20