# Library Leadership Council

# April 25, 2019

# Spring meeting at Renton Technical College

## Thursday, April 25, 2019

## Present: Present Online:

|  |  |
| --- | --- |
| Dawn Hawley (Bellingham Tech) | Wade Guidry (WACTCLC) |
| Julie Nurse (Centralia) | Gerie Ventura (Highline) |
| Tim Fuhrman (Big Bend) | Samantha Hines (Peninsula) |
| Andrew Tudor (Wenatchee) | Ahniwa Ferrari (WLA) |
| Christie Flynn (Pierce) | Howard Fuller (Whatcom) |
| Jeanne Leader (Everett) |  |
| Leslie Potter-Henderson (Shoreline) |  |
| Erica Coe (Olympic) |  |
| Elizabeth Iaukea (WSL) |  |
| Greg Bem (LWTech) |  |
| Aryana Bates (North Seattle) |  |
| Mindy Coslor (Skagit) |  |
| Cheyenne Roduin (Renton Tech) |  |
| Jackie Ray (Walla Walla) |  |
| Tammy Siebenberg (Yakima) |  |
| Melinda Harbaugh (Lower Columbia) |  |
| Deb Gilchrist (IC) |  |
| Candice Watkins (Tacoma CC) |  |
| Lynn Kanne (Seattle Central) |  |
| MaryAnn Goodwin (CC Spokane) |  |
| Amy Kelly (South Puget Sound) |  |
| Jennifer Dysart (Green River) |  |
| Mark Jenkins (SBCTC) |  |

## Colleges not represented:

|  |
| --- |
| South Seattle |
| Cascadia |
| Clover Park |
| Bates |
| Clark |
| Columbia Basin |
| Edmonds |

Zoom Link for meeting: <https://zoom.us/j/113477517>

The regular quarterly meeting of the Library Leadership Council was held at Renton Technical College and was convened at 8:30am, April 25, 2019. Melinda Harbaugh welcomed the council. Jessica Gilmore-English welcomed the council to Renton Technical College.

## **Approve Winter 2019 minutes:**

Erica Coe motions, Tim Fuhrman seconds. Minutes approved.

**AiA Grant (Goodwin):** In second year with seven projects. August 2nd due date for reports. Can no longer fund catering through grant. Charging a registration fee to cover catering and replace transaction with a scholarship. Moved some money into funding for research symposium. Grant budget revisions submitted to Washington State Library includes travel, registration fees, and increase stipend for coordinator. Check in meetings May 21 and 23 and July 2 and 5. Highline will host symposium September 27th. A group are working on meta-research project called **Data Driven Leadership and Advocacy** from 1st year grant to present at ATL.

## **NWCCU Response to New Draft Standards (Watkins):**

Met online and joined by other regional libraries from other states. Preferred way to submit our recommendations through our ALOs from each college.

**Meetings for next year:** Summer joint meeting with ELC at Peninsula August 7 & 8, 2019. Julie at Centralia for fall 2019- tentative October 10 & 11. Winter online meeting - tentative February 21, 2020. Tammy at Yakima for spring 2020 – Tentative May 7 & 8, 2020. Candice at Tacoma for summer 2020 – Tentative joint meeting with ELC.

## **Internal Survey and Information Collection (Potter-Henderson):**

Hosting our zoom meeting recordings on Panopto until the following meeting when minutes are approved. GoogleDocs is still the best solution for gathering and storing information. Capture the questions and answers from listserv. Wade also created an automated script to capture listserv communications. [Test search link](https://cse.google.com/cse?cx=010307070417412746817:eoixdwq9e74): Check and see if info already on the drive. Googleforms sent out through listserv can be captured on GoogleDrive including all the comments. Some data should be updated annually (example: staffing spreadsheet). Discussion around when is it better to use a googleform versus a digest of a listserv discussion also discussion around open and closed listserv. Example of how [eLearning council](https://sites.google.com/site/waelearningcouncil/home) organizes data:

## **WLA Academic Activities Report (Ferrari):**

[Feedback link](https://docs.google.com/document/d/1201EXl22j-kJJK6nErWBcVQQwDknrXwg4_RkWtcUHFo/edit?usp=sharing.)

Just had the WLA conference with roughly 100 academic staff attending. Great place to practice presentations as it can be informal. WLA is more public library oriented but there is room for academics to get involved. CLAMS is officially a section in WLA (CLAWS-new name). CLAMS will keep their listserv and CLAWS is new listserv through WLA (more for organizational and logistical purposes). 16 community colleges with institutional memberships in WLA, based on sliding scale of operating budgets.

-Side discussion about textbooks on reserve: Evergreen buys all the required books for all programs and put on Open Reserve at Library in partnership with campus bookstore. Very well received by campus.

## **Diversity/Equity/Inclusion Student Success Institute (Tudor):**

Attended the Guided Pathways student success Institute. All materials posted to [SBCTC website](https://www.sbctc.edu/colleges-staff/programs-services/student-success-center/spring-2018-student-success-institute.aspx).

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

Was put in contact with person at SBCTC concerning legislative issues surrounding library discards. No new info.

## **OER Update (Watkins):**

Part of Work group #3. Hosted a webinar – 20 people attended. Goal is to provide continuing education to librarians around OER. Had good attendance (90 from our institutions) at Cascadia Open Education Summit. Maybe a good opportunity for activity with the summer joint meeting with ELC.

## **Website Administration:**

Who is responsible for updating website and keeping information current? Team site is hosted by Lower Columbia but everyone has same access. [Bylaws](https://docs.google.com/document/d/17msPb01GKEwjrlRF743A91mESk0RHrIAjuGavmL5zrM/edit#heading=h.ho4c0edoiztk) have language around Webmaster (2 positions) responsibilities. We also have Moderator role (webhost – Leslie Potter-Henderson for current year).

## **Self-Mentoring Activity (Leader):**

## **Standing Reports:**

Treasurer’s Report (Tudor): Feb 22 – April 5, beginning balance of $3762.29, income of $400 and no expenses since last meeting current balance of $4,162.29.

### Library Council (Kanne): Met March 2019 – state library is active in keeping track of legislative issues. [House Bill 1363](https://app.leg.wa.gov/billsummary?BillNumber=1363&Year=2019&initiative=) looking at access to peer-reviewed journals for scientists. Big change in Professional development - no longer requiring a financial match and doesn’t exclude conferences. We might want to consider something collectively. $200,000 subsidies toward database licensing. No plans for Proquest to go away. Vendors do not want us discussing pricing amongst ourselves. State library doing work around open data and continuing Imagine Academy and working on access to Lynda.com for CTCs.

eLearning Council (Bates): Read eLearning council working goals. Spokane colleges awarded Connie Broughton award. Lightening round topic: Access 360, Canvas dropping instructors, ctc switch – what to be prepared for.

### ITC - Information Technology Commission (Tudor): Looked at accessibility compliance tracker with goal for each campus to have a person on the ground to collect accessibility info. K-20 looking at Zoom contact. Ctclink 3rd party software – does everyone pay even if you aren’t going to use it? If adopting other formats, it won’t include Peoplesoft help. Library inventory workflow through ctcLink – developing a workflow for ctcLink – you may be asked for your workflow.

### CLAMS/CLAWS/WLA (Bem): CLAWS approved as section for WLA (refer to it as CLAWS going forward: College Librarians across Washington State. Trying to develop a PD opportunity and also get people to join WLA and CLAWS.

AEAC (Coslor): Met April 9th, discussed educational programs at the prisons and support provided by state board. New memo that lifted ban on Books for Prisoners. Presentation on Governor’s Poverty Reduction workshop.

BLC (Coe): Just met and have their content on the SBCTC website. Subcommittees are equity, rigor, graduate survey, policy, marketing, articulation, and conference planning– Notice LIBRARIES are gone. Equity subgroup had item on workplan about libraries, but they didn’t know how it fit. Recommend a joint meeting of leads from each council surrounding equity to look at crossover in our areas. Planning to hold conference in November at Green River.

Instruction Commission (Harbaugh): Had an Equity/Diversity training. What stories are not being told at our institutions? They broke into 3 main groups around workplan goals – I was on goal 3. Gave us a voice at the table and IC asked LLC to work with ELC around OER and what the outcome should be.

## **SBCTC Reports:**

SBCTC – Accessibility/OER (Jenkins): Badging with Steve Gance – badges with the accessibility training, but having some accessibility snags with the badging technology and platform. New workforce Education Director interested in badging too. Launched Accessibility 101 micro-courses. CATO governance lost impact and is getting overhauled. Recommend it report to Strategic Technology Taskforce. Relaunching eTutoring.org by July 1st for 2-year pilot, but discovered it is inaccessible, doesn’t have a VPAT and built on older technology platform. There will be no disruption to schools in WA State. Educational Technology Advisory Group kicks off May 2nd with webframe for app store. OER – Bill 1702 (RCW for affordability coding) did not move past Senate. Boyoung working on coding implementation guide as ctcLink roles out. Revamp OpenWA website and will use badging platform for OER101. Marc Carbon back at work – Core Technologies guy. Undergoing a data harvesting project from all our core technologies to look at effectiveness. Time to own how online learning is difficult for CTC students and move towards more linkage with guided pathways work.

## **WA State Library Updates (Iaukea)**

No news yet since no budget yet – maybe by Friday. WSL trying to help us get Lynda.com for CTCs. MS campus team came back with budget that was double what currently exists. Moving towards needing a LinkedIn account in order to log into Lynda.com (could be a dark account). Protection against minors – can’t have LinkedIn account if under 16 years old (23% of our population, could be running start). Imagine Academy not sure how to market at public library. Waiting to see if we are included in state funding. Will be able to support certification for another year. Supporting HS21+ program. Online opportunity to participate in program is not consistent across the state. Looking at areas of the state where GED is not accessible, trying to get public libraries to support that GED testing, but not to compete with college campus testing centers. Just hired Jeff Martin’s replacement and budget will determine filling other vacant positions. Still trying to get laptops out to prison libraries, but security issues with DoC.

## **WACTCLC Updates (Flynn)**

Consortium will send a librarian to ELUNA each year. LEGANTO – Pierce College implementing it May and taking lead in discussion with ELC. Ex Libris offer to come to summer joint meeting of LLC and ELC. Visited several vendors at ACRL: Infobase (films on demand) can support consortia CTCs and individual billing, Kanopy is open to talking. We also need a new Chair-elect and could help the conversation about our role as the consortia. What would the “Shelly” position look like to help the consortia? Contract through state board helped with our low increase of 1.6% for all Ex Libris products. Removed Shelly position for now and added COLA for Wade – costs going down this year. Seven libraries going live on PrimoVE in June. Grandview library migrating to Alma/Primo under Yakima contract.

## **Motions:**

-Motion approved to keep meeting recordings only until the following meeting when they are approved by LLC at which point they will be deleted from Panopto.

-Motion approved to accept WACTCLC budget as presented at spring meeting.

## **Action Items recap (Roduin)**

1. MaryAnn from AiA meta-research group will write up a paragraph for Melinda to take to Instruction Commission.
2. The group wishes for Maryann Goodwin to continue on the AiA work given her new change in position with Spokane Colleges.
3. Leslie Potter-Henderson will send link to our hosted zoom meeting on panopto.
4. Erica and Leslie will write up a best-practices for gathering and retaining information on GoogleDrive.
5. During elections for new officers tomorrow, also need to elect/assign 2 Webmasters.
6. Candice/Howard work with ELC to draft a joint outcome to IC around OER.
7. WACTCLC needs an incoming Chair-Elect – nominations can be directed Andrew Tudor.

## **Adjourn – Library Tour**

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| Edmonds |
| Highline |
| Grays Harbor |
| Everett |

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## **Around the Table Updates**

## **Live Listserv (Open Forum)**

Discussion about JSTOR and new pricing structure due to dropping the word “community” from title. Just because of offering 4-year degrees doesn’t always bump us into new bracket. Conversation around viability and sustainability of BAS degrees.

Discussion around work study students, how/if we use them and what do they do when they work in library. Funding sources come from financial aid, ASG, internal, workforce. Responsibilities include front desk work, displays and signage, learn soft skills and customer relation skills, maintain copiers and shelves. They provide value to the library. Librarians and classified staff would do the work of work study students – vital to have them working with us. Have a solid student worker manual ([example from Pierce](https://www.pierce.ctc.edu/library-work-study)). Work study pool can move up to pt/hourly jobs. Mentoring mission with our student workers – what projects do they want and what do they want to get out of it. Use as technology assistants and also technical services assistance (book processing, shelving, etc.).

Discussion around use of print materials that aren’t getting used. Try to advertise and display them, but students don’t check them out. Keep buying because that’s what libraries do? Trying to serve online/hybrid also. Collections look (and are) old. Break out collections into sub collections. [RB Digital](https://www.rbdigital.com/) (audio and eBooks). Many of our students aren’t reading at a college level, so making sure we buy at all levels (graphic novels, fiction, etc.). Do the items we purchase match our college mission? Marketing our collections is paramount, engagement – describe the strategies we all use. What about Self-Published books? Can run self-published books through Collection Development criteria, but that includes needing a review from a reputable source. Balance to honor creative sphere so include voices from our campus. Example of Pierce [Collection Dev Policy](https://www.pierce.ctc.edu/library-collection-development-policy) surrounding self-published works (note: Pierce will be reviewing our policy next year in order to strengthen our inclusion of missing and marginalized voices).

## **Work Plan overview and break-outs**

Instruction Commission requires each commission to have a workplan to show the work we are doing to support our profession and the other commissions.

Proposal for future meetings to have 1-2 hours of worktime to devote to our workplan and the work included.

## **Election of LLC Officers for 2019-20**

Chair Elect – Erica Coe

Treasurer - Andrew Tudor

Secretary – Cheyenne Roduin

Chair – Aryana Bates

Web Host/Moderator – Leslie Potter-Henderson

Webmaster - TBD

## **Next meeting – August 7-8, 2019 Summer at Peninsula – eLC joint meeting**

## **Motions**

Motion approved to elect 2019-20 officers as stated above.

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

1. Aryana Bates will put out a call on the listserv asking for 2 webmasters.
2. Greg will send out zoom meeting request for a meeting around Shared electronic licensing.
3. All groups will meet to finalize their workplans for summer 2019 meeting.

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

* Invite someone from ExLibris re: OER (Christie)
* Lynn re: streaming media
* Cindy Aiden re: who will be rep from state library to LLC
* Joint OER work session w/ELC
* Role of WACTCLC governing committee
* Mindy’s WLA presentation
* Open Listserv forum
* Work Plan Objectives work time – put on first day if possible

## 