

**OCALD Membership Meeting**  
**Oral Roberts University, Global Learning Center**  
**Thursday, January 23, 2020**  
**1:00 p.m. – 2:30 p.m.**

**Introductions – Melissa Huffman, Chair**

Members: Melissa Huffman, Rose State College; Habib Tabatabai, University of Central Oklahoma; Victoria Swinney, Oklahoma City University; Jenny Duncan, OSU-IT; Paula Settoon, Tulsa Community College; Lynn Wallace, OSU-Tulsa; Kaitlin Crotty (for Alan Lawless), Rogers State University; Shannon Leaper, Northwestern Oklahoma State University; Adrian Alexander, University of Tulsa; Mark Roberts, Oral Roberts University; Jane Malcolm, Oral Roberts University; Hope Smashey, Oral Roberts University; Sheila Johnson, OSU-Stillwater; Marsha Kendrick, Mid-America Christian University; Ann Raia, Oklahoma City Community College; Dana Belcher, East Central University; Suzanne Rooker, Western Oklahoma State College; David McMillan, Bacone College; Michael Jones, Northeastern State University; Pamela Louderback, Northeastern State University-Broken Arrow; Jon Goodell, OSU-Center for Health Sciences; Karen Rupp-Serrano, OU Libraries; Elaine Regier, OSU-OKC

Guest: Debbie Blanke, OSRHE

**Approval of minutes – Elaine Regier, Secretary**

David McMillan moved to approve the minutes of the November meeting as presented. Habib Tabatabai made the second, and the minutes were approved.

**OSRHE – Dr. Debbie Blanke, Vice Chancellor for Academic Affairs**

The contract with EBSCO has one more year. The cost for FY21 increased by \$6,000, but the existing funds can handle it. It's time to consider a new bid. It is unlikely that the Regents will be appropriated any additional funds for this, but they want to be sure we are getting what we need from the contract. The bidding process begins in the fall. This will be discussed at the last meeting. In order to avoid duplicating resources, examine what the Oklahoma Department of Libraries provides.

The State of the State address is at noon on February 3. The Legislative session also begins soon. The Regents are looking at bills affecting higher education. If there are opportunities to meet with legislators, be sure to coordinate with your institutional president. The Regents appreciate any support for the budget request.

**OCALD Executive Committee Report (1.22.2020)**

The remaining OCALD meetings are in March and May. Melissa Huffman will email the dates.

The Executive Committee discussed some ideas for presentation topics.

1. SHAREOK: OSU, OU, and UCO participate. Other colleges and universities can join. Habib Tabatabai will arrange for speakers for the March meeting.
2. Transition in jobs in technical services and special archives: Looking at job descriptions and how libraries handle the changes will be helpful.
3. Online education: Brad Griffith is the Director of Online Learning Initiatives at OSRHE and can share information on this topic.
4. Hiring practices

## Committee Reports and Discussions

- By-Laws, Joy Summers-Ables, Chair: no report
- Cooperative Library Services and Standards, Jason Dupree, Chair: no report
- OK-Share, Stewart Brower, Chair: Toni Hoberecht requested usage statistics and will report next time.
- Web page, Elaine Regier, Chair: OCALD is not listed with other Advisory Groups on the Regents page. Dr. Blanke will check on this. To be added to the listserv, contact the OCALD chair. The information will then be shared with Sheila Johnson to complete the process.
- Archives, Jenny Duncan, Chair: Jenny Duncan reported on the activities. The original charge in 2013 was to develop policies and procedures for the archive. Jenny, Suzanne Rooker, and Lynn Wallace met to review what had been created and make some changes. Questions were raised.
  - Should records be inactive and no longer used to be archived?
  - Should records have open or closed access?
  - Who collects materials – past chair or archives committee?

The Executive Board can review the guidelines. David Peters and Sheila Johnson are willing to help. OSU-Stillwater is the physical repository for materials. There needs to be some kind of agreement with Stillwater, maybe a Memorandum of Agreement. This agreement needs to specify Stillwater's role and some kind of order to the materials. Melissa suggested that it would be up to the Archives Committee to determine what to save and how it is organized. Jenny asked that "ad hoc" be removed from the committee. The website may not be archived because changes may not be preserved. Melissa reported that Joy Summers-Ables sent a list of Executive Board members and committee chairs. Presentations, surveys, documents, recordings, pamphlets, minutes, and membership directories could be archived. The directory is considered real time, but updates can be included in the minutes. Permission would need to be provided to include presentations in the archives, so these might be best as summaries in the minutes. The archives should be public in order for others on library staff to see the documents. The secretary or chair of OCALD is in charge of keeping the list of committee members updated. The digital archives should be discoverable.

- Shared Facilities: no report
- Cooperative Collection Development & Resource Sharing, Victoria Swinney, Chair: Victoria Swinney reported that they are still working on finalizing committee members. They need representatives from a community college and the OSU system.

## ODL Report – Melody Kellogg, Director, Oklahoma Department of Libraries

Melody Kellogg was unable to join the meeting but sent her report to Melissa.

- "LSTA Coordinator Judy Tirey and I attended the Governor's 2<sup>nd</sup> Leadership Summit on January 7. Agencies have been asked to start providing quarterly year to date budget to actuals reports and explain variances of 10% or more for budget items of \$10,000 or more. The first such report is due January 30.
- Natalie Currie started January 6 as the agency's new Deputy Director. ODL also has a new Business Manager. Moni Kunnel started January 21.

Upcoming projects include:

- A possible pilot with an emphasis on education as part of the Oklahomans Virtually Everywhere Act of 2019 by Rep. Derrell Fincher.

- ODL's Budget Request for FY2021 was presented at a Joint Budget Hearing between the House and Senate Education Subcommittees.
- Support for the Oklahoma Book Festival was received from Lt. Governor Matt Pinnell, so plans for a September 26 festival at the Boathouse District have resumed."

### **New Business**

Lynn Wallace is looking for libraries to jump ship from EBSCO's PsychInfo. APA needs five libraries in order to allow discounted pricing. PsychInfo may only be an index. EBSCO includes links to full text.

### **Discussion of topic ideas for future programs**

There were no additions to the list of topics for future programs.

### **Announcements/Institutional Updates**

Dana Belcher, East Central:

- Roof repair started January 13. Staff doing well in spite of the disruption.
- Starting the budget process
- Enrollment is up for the first time in six-seven years.

David McMillan, Bacone:

- Working on Native American College status
- Received endorsements from several tribes
- Bureau of Indian Affairs and accreditors from the Native American College to visit in March
- Hope to finish the process by the beginning of next year

Michael Jones, NSU-Tahlequah:

- Fully staffed
- Started a major weeding project
- Working on a serials review in anticipation of the budget process

Suzanne Rooker, Western Oklahoma State College:

- Events planned
- Library lab turned into a small training and events center
- Working on weeding

Sheila Johnson, OSU-Stillwater:

- Open professional positions: veterinary medicine, architecture, and research/data services librarians
- Long-term staff retired
- Opportunity to review and modernize skill sets for job descriptions
- Veterinary medicine college and architecture school welcome involvement of their respective librarians in teaching and research activities

Pamela Louderback, NSU-Broken Arrow:

- Brandon Martin, systems librarian, chosen to serve on 2020 WMS community leadership team for Americas region
- Have one volunteer and one internship from OU-SLIS
- Pamela serving on 2020 Oklahoma Online Excellence Award nominations and selection committee

- Pamela participating in open textbook networks certificate as 2020 cohort member

Jon Goodell, OSU-Center for Health Sciences:

- Part-time Librarian for Archives changed to full-time in December. Working with OSU Edmon Low Library to add electronic copies of posters printed by Medical Library to ShareOK.org. 140 in first batch. Will have 110 more for Research Days at the end of February. Research profiles at scholars.okstate.edu will link to electronic posters at ShareOK.org.
- Adding Web of Science on February 1. Will fill out Pure research profiles and support basic science researchers and graduate students
- One new year's resolution: provide monthly professional development opportunity for library staff. Had a Medical Library Association webinar and an Embase.com webinar.

Ann Raia, OCCC:

- Online reservations for study rooms – lots of use
- OER classes for faculty
- Enrollment up
- Campus marketing Eight is Great campaign for eight-week classes – includes some exceptions
- Working on accreditation

Karen Rupp-Serrano, OU Libraries:

- New exhibit on bird-related material in the collections
- Architect Bruce Goff to be featured in exhibit at the campus art museum
- Kicking off seventh year of alternative textbook grants
- Participating in the Internet Archives Open Libraries

Mark Roberts, ORU:

- Campus president leading fundraising for new buildings: Phase 1 to include media arts center, library, and welcome center
- New library to feature rich academic information technologies and a center for Holy Spirit studies, with an expanded Archives
- Introduced Hope Smashey, new hire who provides evening help with research needs; brings insights from work at the National Cowboy & Western Heritage Museum and Will Rogers Museum

Elaine Regier, OSU-OKC:

- Two recent retirements: filled one position with an upgrade in qualifications, pay level, and title to Access Services Coordinator
- Instructional Services Librarian position to be posted soon

Shannon Leaper, NWOSU:

- Looking for a Technical Services Librarian
- Electrical issues in library since before break; no power in half the library to reduce fire hazard; power back on as of January 23

Adrian Alexander, TU:

- Three retirements: head of acquisitions, library director/associate dean, head of user services
- New Director of Public Services starts in February

- New Director of Technical Services starts in February
- Did two-day exhibit in Special Collections on the Tulsa Race Massacre
  - High demand
  - Creating another exhibit to run March 23-May 29
  - Interest in digitizing

Kaitlin Crotty, Rogers State University:

- Two moderated discussion panels: economic impact of immigration; Breaking the Grass Ceiling: Women in Medical Marijuana Growing
- Teach the Teachers: Library Resources and Services: invites collaboration
- Launching: Bartlesville Public Library providing space for campus library reserves only one block from Bartlesville campus

Jenny Duncan, OSU-IT:

- HLC visit is in March
- Received a grant for a 3D printing lab
- Looking at changes in positions: Student Success Librarian

Paula Settoon, TCC:

- Opening for Cataloging/Metadata Librarian
- Blind Date with a Book: partner with Composition/English classes and Student Life; participants complete a questionnaire to be matched with a book

Lynn Wallace, OSU-Tulsa:

- In temporary location; hoping to return this summer
- Ground water issues and burst pipe may delay the return
- Frequent inquiries on the archives room which has humidity and temperature control
  - Tulsa Race Riots
  - Route 66 Collections: some included on BBC program, Beards on a Bike wanted pieces from archives for filming
    - Includes telegraphs about naming Route 66, original maps, meetings, and more

Habib Tabatabai, UCO:

- Open position for Application Developer
- Governor Stitt's executive order bans state-funded travel to California; exceptions can be considered

Victoria Swinney, OCU:

- Transition to WMS in July
- Moving two testing labs for taking CLEP and GMAT tests into the library

Melissa Huffman, Rose State College:

- 50<sup>th</sup> anniversary of the college this year; high interest in archives
- Currently have part time archivist
- Added McNaughton rental collection for popular fiction; very popular, especially among humanities faculty

Melissa will send information for the March 27 meeting.

Adrian Alexander moved, and Habib Tabatabai seconded that we adjourn at 2:30 p.m.

Following the meeting, several attendees toured the Global Learning Center's Augmented Reality room.

Respectfully submitted,  
Elaine Regier