

## **OCALD Membership Meeting**

**Oklahoma State Regents for Higher Education Conference Room, 2<sup>nd</sup> Floor**

**Thursday, October 31, 2019**

**1:00 p.m. – 2:45 p.m.**

### **Attending:**

Members: Melissa Huffman, Rose State College; Habib Tabatabai, University of Central Oklahoma; Shannon Leaper, Northwestern Oklahoma State University; Victoria Swinney, Oklahoma City University; Joy Summers-Ables, OU-Health Sciences Center; Nancy Draper, Randall University; Elaine Regier, OSU-OKC; Sheila Johnson, OSU-Stillwater; Paula Settoon, Tulsa Community College; Barbara Pickthorn, Cameron University; Ona Britton-Spears, Connors State College; Ann Raia, Oklahoma City Community College; Dana Belcher, East Central University; David McMillan, Bacone College; Lynn Wallace, OSU-Tulsa; Sarah Robbins, OU-Norman; Jon Goodell, OSU-Center for Health Sciences; Pamela Louderback, Northeastern State University-Broken Arrow

### **Introductions – Melissa Huffman, Chair**

#### **Approval of Minutes from May 23, 2019**

Jon Goodell moved that we accept the minutes. Habib Tabatabai seconded the motion to accept the minutes with one correction. The motion carried, and the minutes were approved.

#### **OCALD Executive Committee Report**

The Executive Committee met on Wednesday, 10.30.19 and discussed committees. Committee members are Melissa Huffman, Habib Tabatabai, Ona Britton-Spears, Shannon Leaper, Joy Summers-Ables, and Elaine Regier. Melissa Huffman reported on the discussion as well as what she learned following the meeting. She opened the floor to further discussion.

**Archives Committee:** There is a concern about providing current information on the OCALD portion of the Regents' website, which includes the committee list, membership directory, minutes of meetings, and a list of Oklahoma resources. Jenny Duncan, Lynn Wallace, and Suzanne Rooker are the current members of this committee. Melissa spoke with Jenny and learned that the committee's most recent meeting was in 2018. The discussion centered around what documents are currently saved, what needs to be archived, and where the items are stored. Documents include minutes from committee meetings, assorted documents, and notes. There may be documentation of conversations about the statewide databases. Some of these conversations are closed, and it may not be possible to share them. RFPs and final decisions can be shared. A running document including the purpose of the RFP, what vendors submitted bids, the final decision, and the time period covered by the decision could be useful. Final decisions would be included in the regular meeting minutes.

Statistics could be archived. For example, statistics are collected annually on the OK-Share Card and could be relevant for an open records request. There may be other statistics as well. Sheila Johnson will check on the paper archives. Lynn Wallace will work with the committee to create a list of what should be archived.

Joy Summers-Ables created a spreadsheet of all officers. A good project for the Archives Committee is to create a list of all committees for historical purposes that is available on the website.

#### **Committee Reports and Discussions**

- By-Laws: no report
- Cooperative Library Services and Standards: no report
- OK-Share: Stewart Brower replaced Sandy Shapoval as chair on this committee. He is working with Toni Hoberecht to gather the statistics. The OK-Share statistics should be available publicly.

- Web page: It is the secretary's job to keep the website updated. Elaine will be in touch with Rebecca Richardson about some updates.
- Archives: reported above
- Shared Facilities: Current committee members are Steven Edscorn (chair), Adrian Alexander, Stewart Brower, Sandy Shapoval, Habib Tabatabai, and Karen Rupp-Serrano. There has not been a meeting recently. With the expansion of online resources, shared facilities may no longer be a hot topic. The Bylaws may not include guidance for adding or dropping a committee. It is up to the chair of the committee and the executive board to determine the need. Today, it may be more about shared electronic resources than a shared space to store physical items. This committee could discuss options to include shared expertise or technology. However, this falls under two other committees. Several members are in favor of dropping this committee. There was no need for an official vote because the executive team appoints ad hoc committees.
- Cooperative Collection Development & Resource Sharing: Victoria Swinney reported that there is one more year with Academic Search Premier. Depending on money through the Regents, by summer 2020, a new RFP should be in the works. The committee will consider options for the future. We may be able to get group discounts on things we already have. We need to consider whether a general academic database is the best way for the Regents to support academic libraries. A vote was in favor of this. The committee will create a survey to determine the need. A question was raised about usage statistics. Can the statistics be collected by institution, or is it an aggregated total? The usage statistics will support any decisions. Some of the smaller schools rely solely on EBSCO and do not have the funds to purchase additional databases. Victoria Swinney will contact ODL and EBSCO about the statistics. The Regents pay for part of EBSCO, while ODL pays for the rest.

#### **ODL Report – no report**

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

##### Oklahoma State Regents for Higher Education

- OSRHE has a group working on Open Educational Resources. Dr. Chris Ormsbee, OSU, and Ms. Ginger Cothran, Murray State College, are in the lead for the Online Consortium of Oklahoma. Brad Griffith is the new director of online learning initiatives with the Regents and will be invited to a future OCALD meeting.
- OERs on various campuses
  - Online classes are the future, and we need to move forward with this or fall behind.
  - OU-Health Sciences Center does not have a campus-wide effort to support OERs.
  - OSU-Center for Health Sciences has an Office of Educational Resources providing support in developing content and professional development but no widespread effort on open textbooks.
  - The library at East Central is actively involved with COLE and OER.
  - OSU-Stillwater's library is leading the effort with OER with support from the provost, and it is a growing program. To promote the resources, the textbooks are discoverable by other entities. There has been some success with providing stipends to create textbooks, but part of that agreement needs to include the release of the book.
  - Cameron has some online textbooks as well as representation on COLE.
  - OCCC has a Center for Learning and Teaching to support faculty. Ann Raia teaches a 27.5-hour course for faculty interested in learning about OER. They are more focused on adopting and adapting than on creation. She will be happy to share what she learns at the end of the spring semester. They are primarily holding eight-week classes instead of the normal 16-week. OERs are important to this program.
  - Tulsa Community College is a couple of years behind OCCC on the eight-week classes and OERs.

## New Business

- The discussion turned to the connection between libraries and bookstores. OSU-Tulsa no longer has a physical bookstore, but they work with the Stillwater campus for students to order textbooks. There are kiosks to sell pens, pencils, notebook paper, food, and drinks, but the library has nothing to do with this except to answer questions. A medical library in Arkansas consolidated with the bookstore. Jon Goodell will share a link with some information.

## Institutional Updates

- Sheila Johnson, OSU-Stillwater
  - Budget still healthy, but not as robust. Enrollment and number of credit hours are down.
  - Color printing suspended, student fees not keeping up with the cost.
  - Outstanding library faculty offering software and data carpentry services.
  - Implementing Elements: a database of faculty information including CVs; calling it an experts directory. It is searchable by more than name. Will help with data for accreditation.
- Jon Goodell, OSU-Center for Health Sciences
  - Have about 250 profiles in Elsevier Pure Publications and Research. Includes medical and graduate students as well as faculty. Plan to add medical residents.
  - Vice-President of Research is interested in electronic lab notebook systems. Jon is open to hearing from other campuses.
- Habib Tabatabai, UCO
  - Drop in enrollment affecting library services fees. Working hard to justify the need for high-cost resources and looking for alternatives.
  - Recent survey indicated a high percentage of undergraduate and graduating students see the library as critical to academic success.
- Joy Summers-Ables, OU-Health Sciences Center
  - Working to tie the Health Sciences Center to the hospital.
  - Looking at ORCID for students and faculty to help track what they do after they leave.
  - Library is an academic unit within the Graduate College.
  - Looking for ideas for Centers for Teaching and Learning.
- Sarah Robbins, OU
  - Opening the Dean search.
  - Repurposing some graduate programs as online and working to keep the library in the picture.
- David McMillan, Bacone College
  - Library is now on the main campus.
  - Rebuilding the art program.
  - Francis Donaldson was interviewed about the history of Bacone College.
  - Working to become a Tribal Library and anticipate site visits in the spring with the process finalized by the fall semester.
- Ona Britton-Spears, Connors State
  - Hosted a successful reading event by people accepted into the campus literary magazine. Plan to host additional events.
  - Have new furniture. Tutoring moved to the library.
  - Enrollment is steady.
  - Chose Overdrive for audio books.
- Paula Settoon, Tulsa Community College
  - Australian author, Gina Perry, spoke about her book, which is set in Robbers Cave in the 1950s.
  - A library director was selected for a scholarship and is attending the Open Education Conference. Looking forward to hearing what she learns about OERs.

- Victoria Swinney, OCU
  - Have a new interim provost.
  - New Esports team.
  - Preparing to start migration from Voyager to WMS.
- Pamela Louderback, Northeastern State-Broken Arrow
  - Dr. Michael Jones is the new executive director of libraries. He started in September.
  - Received a common heritage grant from the National Endowment for the Humanities. Held an event for the public to bring materials to be digitized.
  - Reviewing the strategic plan in preparation for an HLC visit in 2020.
- Ann Raia, OCCC
  - Fully staffed for the first time in four years.
  - Developing an assessment plan to assess teaching and learning. Interested in hearing what others have done.
  - HLC visit in a couple of years

### **Announcements**

- Topics for programs
  - Ann Raia share insights of OER
  - Update on ShareOK and the digital repository
  - Matt Upson and Kathy Miller report on OER issues
  - Hiring practices: interview questions, ways to attract the right applicants, etc.
  - OSU-Tulsa's HR department helped with basic behavioral interview questions.
  - Onboarding process after hiring
  - Email Melissa Huffman with additional ideas
- Ann Raia is available to serve on a committee.
- Our meeting dates depend on the availability of the room at the Regents. If we need to keep them on Thursday, we can look for another location. A trip to Tulsa may be considered at some point.
- A question was raised about computer labs in the library. Is there a need now that more personal devices are in use?
  - OSU-Center for Health Sciences eliminated a 13-station lab and is down to four. An IT Help Desk is in the library as a service point.
  - OU-Health Sciences has a lab for administrative training and testing. Students also use this.
  - Bacone has a very small computer lab. It isn't used as much, but it is busy at times.
  - OCU has computers throughout the building – combination of PCs and Macs. They take an hourly floor count and may reduce the number of PCs. A lab is still an important space when needed.
  - Northwestern had a lot of use at one time. Now students work with a laptop in front of the computer. They use library computers for printing. The need for computers is still present.
  - OSU-Stillwater has a special printer setup to print from laptops. They also use library computers for printing.

Victoria Swinney moved, and Joy Summers-Ables seconded that we adjourn.

### **Next Meeting:**

Nov. 22, 2019

Respectfully submitted,  
Elaine Regier