

SUNYLA Council Meeting

November 8, 2019

University at Albany, University Library, Cobb Room

10:00 am – 3:00 pm

Attendance

In-person: Amanda Lowe, Karen Gardner-Athey, April Davies, Bill Jones, Greg Bobish, Jocelyn Ireland, Fred Stoss

Virtual: Information not available

1. Approval of Minutes from September 20, 2019 meeting.

1.1. Motion to approve, Karen second, - approved.

2. Report Recaps

2.1. Officers

2.1.1. President – Bill Jones

2.1.1.1. January Council meeting may be rescheduled for Friday, Jan 10, 2020 due to conflict. Bill will let us know as soon as the potential date change has been confirmed with FIT. Remaining council meetings are scheduled for March 27, 2020 MVCC and June 17, 2020 MVCC (Annual)

2.1.1.2. Please remind colleagues that anyone within SUNY libraries has a voice in SUNYLA and Bill highly encourages anyone willing and able to attend either in person or virtually

2.1.1.3. Bill and April Broughton attended the SLC Meeting on Oct. 15th. This meeting was largely focused around contract negotiations with Elsevier, along with a SUNY sectors meeting, a discussion about alternative access, updates from SUNY Libraries Shared Services (SLSS) and the SUNY Office of Library and Information Services (OLIS), a small-group discussion about the future of SLC, and an SLC business meeting. More details were shared during today's council meeting regarding specifics of that meeting.

2.1.1.4. The SUNYLA Midwinter Conference 2020 planning is underway, led by Jill Locascio – Jill will share more details during her report.

2.1.1.5. Bill has been working with Mary Timmons on a data analysis project regarding Librarian to student ratios and library budgets. Katherine has granted Bill access to the server and he has already started by creating a database and tables, and he has a directory to place dynamic report templates. More information will be shared during the Personnel Policies portion of our agenda.

2.1.1.6. Katherine Brent reached out to Bill and said that she would be interested in giving someone else the opportunity to serve as SUNYLA web Manager. Katherine has been serving in this role for nine years! Here are the responsibilities that Katherine listed in her email: updating the sunyla.org webpage content (the council page, conference pages, meetings & minutes, and newsletters are the most frequently needed updates), maintaining the site's back end (Wordpress, forums), credit card use for paying hosting, domain registration, and zoom account (all reimbursed), triaging some inquiries (mostly membership) that come into the web@sunyla.org email, usually by forwarding them to the current membership person or, if it's about payment, the treasurer... Logan does the membership pages' maintenance and the conference registration page stuff, so coordinating structural changes with him to make sure those don't break

2.1.1.6.1. Bill is personally interested in this opportunity after he passes the President torch next year and he has let Katherine know. If membership will have him, he will need to be appointed by April and confirmed through applicable processes in the SUNYLA Bylaws

2.1.2. First Vice President – April Broughton

2.1.2.1. April attended the SLC meeting with Bill Jones on 10/15 – 16. In group discussions about the future of SLC, it was brought up that folks were interested in seeing more communication

and collaboration between SUNYLA and the SLC, and there seemed to be an interest in trying a Directors programming track at a future SUNYLA conference. With the knowledge that Director attendance at SUNYLA is low, there was the thought that this could increase Director participation, especially if there is an overlap at all between the SUNYLA conference and SLC meeting. Both thoughts, communication/collaboration and Director involvement in the Annual Conference, were something April wanted to note and bring up for discussion if the group was interested.

- 2.1.2.1.1. Folks are interested in a leadership/management track instead of calling it a “director’s track”.
- 2.1.2.2. The 2019 Delegates Health Check has been sent out. I will share the results at the January meeting .
- 2.1.3. Second Vice President – Jocelyn Ireland
 - 2.1.3.1. Plans for the annual conference to progress smoothly. The planning committee minutes from October are in the forum. The planning committee will be meeting again Friday, Nov. 15th 10-11 through Zoom
 - 2.1.3.2. Keynote speaker has been identified. Kaetrena Davis Kendrick, winner of the 2019 ACRL Research/Academic Librarian of the year award, has agreed to present the keynote address. She will be speaking on leveraging creativity to scholarly contributions in ALA’s press release linked in the forum.
 - 2.1.3.3. Conference website is being created and the logo is complete – file in forum
 - 2.1.3.4. 54 dorm rooms are reserved. Total cost for staying in dorms for SUNYLA attendees will be \$39 a night – linen costs included. Will look into Tuesday night for council members coming up
 - 2.1.3.5. SUNY Chancellor is not available to speak during the conference. Her office offered to send another rep to speak on her behalf
 - 2.1.3.6. Call for proposals will be sent either in December or January
 - 2.1.3.7. Block of hotels is being planned
 - 2.1.3.8. Save the date: the annual conference is June 17-19, 2020
 - 2.1.3.9. Pre-conference excursions are being planned
 - 2.1.3.10. Carrie Fishner and Carol Anne Germain are in charge of vendors/sponsors – defer to them for questions on this.
- 2.1.4. Secretary – Amanda Lowe
 - 2.1.4.1. Reminder to make sure reports go up in the forum
- 2.1.5. Treasurer – Greg Bobish
 - 2.1.5.1. We still have money! Bank account currently has \$26,290, and paypal has \$24,327.54, for a grand total of \$50,617.54. Greg is not sure if this is the most we’ve ever had, but it’s close, so if anyone has good ideas that require money, this would probably be a good time to propose them!
 - 2.1.5.2. Bank Sheet is attached in forum if anyone wants to see if or has questions
- 2.2. Committees
 - 2.2.1. Membership Development – Carol Anne Germain
 - 2.2.1.1. Membership stats as of November 2019 – current members: 240, lifetime members: 15, Delegates: 56. More by January!
 - 2.2.1.2. As always, delegates, please nudge your colleagues to renew their memberships or join
 - 2.2.2. Personnel Policies – Mary Timmons
 - 2.2.2.1. Still following up on SUNY Librarians and Student FTE system wide data
 - 2.2.2.2. Mary has been pulling reports from IPEDS and created an Excel data sheet with Student FTE to Librarian Ratio – the original request to Personnel Policies Committee. This sheet is just FTE Students to FTE Librarians. See uploaded sheet (note: Mary counted PT Librarians as 50% for calculations. She also kept in CUNY as it was part of the original data set)
 - 2.2.2.3. Bill Jones and Mary have been in discussion on what types of data would be useful. Further progress

- 2.2.2.3.1. There is the Academic Library Survey (ALS) has similar material back 1996, biannual, in separate files
- 2.2.2.3.2. IPEDS has data on Librarian (FT & PT) as well as library technicians; student FTE; library expenditures; salary and wages. Fall 2012 to Fall 2017
- 2.2.2.3.3. Preliminary reports and working files housed in Google docs at this point; Bill secured storage space on the SUNYLA server as a permanent home for data
- 2.2.2.3.4. Next steps – pull usable historical data on librarian staffing and budgets from ALS. Pull reports for wages and expenditures – what will it reveal?
- 2.2.3. Professional Development – Erin Sharwell
- 2.2.3.1. Nothing to report other than there are scholarships and encourage folks to apply. Scholarship information for next year is on the website
- 2.2.4. Publications – April Davies
- 2.2.4.1. October newsletter went out on time and we got a lot of compliments on it
- 2.2.4.2. Social media holding steady – 262 followers on FB; 270 on Twitter
- 2.2.4.3. Upcoming – next newsletter is scheduled for February, with the submission deadline in mid-January
- 2.2.4.4. Amanda Lowe will be joining committee to take over social media
- 2.2.5. TDG – Jill Locasio
- 2.2.5.1. No report posted
- 2.2.5.2. Bill reported on Midwinter conference – call for proposals has gone out and committee has met a couple of times
- 2.2.6. Web Development – Katherine Brent
- 2.2.6.1. Zoom including expanding seating for the last Midwinter conference came to \$646.15 total. If Midwinter will again use Zoom at the 1000 seat level, it will cost the same. If it will be at the 500 seat level, it will be about \$320 total. Need to request authorization to spend the money and need to know which level we'll want to get
 - 2.2.6.1.1. Move to approve 500 seat, knowing if we need the 1000 seat we can go ahead without approve
 - 2.2.6.1.1.1. Motion so moved
- 2.2.6.2. Updates continue as needed; if you find outdated information, please let Katherine know so it can be fixed. Sending things to web@sunyla.org is the fastest way to get something added.
- 2.2.7. WGIL – Brandon West & Alice Wilson
- 2.2.7.1. The following librarians have joined us to form WGIL's core committee: Megan Benson (Binghamton), Anne Deutsch (New Paltz), and Holly Kuhl (Cayuga). The committee will create opportunities for leadership (e.g. writing blog posts, delivering sponsored programs at the annual conference, etc.) and participation for other SUNYLA librarians
- 2.2.7.2. The committee discussed putting forth the committee name change and revised committee charge. We will present the changes for membership vote in the spring
- 2.2.7.3. We are creating a survey for instruction coordinators to gather data and to gain insights about information literacy programs at SUNY Libraries. The survey results will help to provide us with a clearer picture of information literacy instruction practices across SUNY and to inform our work as a committee
- 2.2.7.4. The University Faculty Senate and the Faculty Council of Community Colleges will be involved in the creation of an updated SUNY General Education (GE) requirement. An immediate goal is to update the information management category, which is expected to be an 18-24 month process. Anne Deutsch is the committee member that will be looking into GE initiatives.
- 2.2.8. Archives (ad hoc) – Jennifer Collins
- 2.2.8.1. Nothing new to report
- 2.2.9. Promotion and Tenure (ad hoc) – Carrie Fishner

- 2.2.9.1. We are in the process of setting up a meeting to start planning a pre-conference session “Bootcamp” as came out of the session at last year’s conference. We will also discuss other ways we can begin to provide mentoring or other services to our colleagues on this topic. This meeting should take place in the next two weeks.
- 2.2.9.2. If anyone else would like to join us in the planning/discussion phase, please contact Carrie Fishner at fishnecj@delhi.edu
- 2.2.10. Scholarly Communications Committee (ad hoc) – Emily Kilcer
- 2.2.10.1. No report posted

2.3. Liaisons

- 2.3.1. SLC Liaison
 - 2.3.1.1. Carrie gave report – SLC fall meeting – lots of discussion was on Elsevier contract. A lot of this was discussed earlier on during Bill’s report. Discussion was a confidential nature due to negotiation terms being discussed (discussion not included in minutes)
 - 2.3.1.2. Lots of discussion about leadership opportunities – looking at creation of scholarship folks to attend things like the Sierra Leadership Institute
- 2.3.2. FACT2 – Katie Ghidiu
 - 2.3.2.1. The call for proposals for the CIT conference is open – link in forum. Proposals are due by December 31, 2019. CIT 2020 is at SUNY Oswego May 26-29, 2020!
 - 2.3.2.2. Katie attached a slideshow (in forum) that Kim Scalzo, Executive Director of Open SUNY, presented to the FACT2 committee in October. It provides an overview of the new SUNY Online pilot program.
 - 2.3.2.3. There is a new Task Group: Examining Pedagogy and Learning in Online Domains. The charge is in the attached slideshow on the forum. Logan Rath is a member of this Task Group
- 2.3.3. LACUNY – Rebecca Hyams
 - 2.3.3.1. LACUNY held its annual Grace-Ellen McCrann Lectures event on Oct. 25th with 8 presentations given by library faculty from across CUNY. The presentations were well-received and covered a wide range of topics
 - 2.3.3.2. The 2020 LACUNY Institute will be held on May 8th at Bronx Community College. Calls for proposals will be forthcoming
 - 2.3.3.3. Many of the roundtables have been holding meetings in recent weeks including Cataloging, Privacy, Emerging Technologies, ILL, and Web Management.
 - 2.3.3.4. While not directly related to LACUNY, CUNY now has a projected Alma launch date of August 3, 2020, so many folks are busy working on making that project successful.
- 2.3.4. IDS – Mark Sullivan
 - 2.3.4.1. No report posted
- 2.3.5. OLIS – Karen Gardner-Athey
 - 2.3.5.1. SUNY Library Services Platform (LSP)
 - 2.3.5.1.1. Alma has moved to support
 - 2.3.5.1.2. SLSS/SLC met with ExLibris support managers and Content Operations Admins
 - 2.3.5.1.3. Many cases have been escalated, some because they have gone stale, others were cases where there are problems linking
 - 2.3.5.1.4. Jennifer Smathers has joined the SUNY Shared Services Staff as SLSS Support Coordinator
 - 2.3.5.1.5. Central Discovery Index is coming soon
 - 2.3.5.1.6. Monthly LSP update webinar was held on October 30 at 2:00
 - 2.3.5.1.7. LSP FAQs are available
 - 2.3.5.1.8. Significant product documentation on Alma and Primo is available at the Ex Libris Knowledge Center (no login necessary)
 - 2.3.5.2. OERs
 - 2.3.5.2.1. SUNY OER Services recently received, as part of the 19-29 OER funding requirements, reports from campuses of new OER courses sections this academic year.

Sustained use is occurring across all sectors but significant growth is noted at the Tech Colleges and University Centers

- 2.3.5.2.2. SUNY OER services recently launched its first OER Sustainability Cohort. The first workshop was held on Oct. 24, 2019 in the Zimper Boardroom at SUNY Plaza. IT was wonderful to see so many SUNY Librarians actively participating and leading their campus OER efforts. These cohorts will bring together 20 campuses over a two-year period to engage in conversation, reflection and action on how to sustain OER programs. More on OER provided by link in forum
- 2.3.5.3. SLC
 - 2.3.5.3.1. SLC Board fall meeting was held on Oct 15-16. Discussions included Elsevier negotiations
- 2.3.5.4. OLIS/SUNY News
 - 2.3.5.4.1. Carey Hatch, Curtis Kendrick, and Mark McBride presented to the Chief Academic Officers (CAO) meeting – presented on Elsevier Negotiations, Library Shared Services, OER Activities
 - 2.3.5.4.2. Full Staff meeting to be held week of Dec. 16 in Syracuse. Staff activities and future directions will be discussed
 - 2.3.5.4.3. RFI released last year, looking into the research/workflow/research lifecycle marketplace. It coincided with the Open Access Resolution that was passed by the SUNY BOT
 - 2.3.5.4.4. Maureen Azjkowski, Wendi Ackerman, and Amelia Manders working with Michael Dane (contractor) to redesign the OLIS website.
 - 2.3.5.4.5. Elsevier Negotiations timeline listed in report on forum
- 2.3.5.5. Open Access Policy
 - 2.3.5.5.1. Resolution was informed by actions of the Faculty Senate on open access and a system-wide task force
 - 2.3.5.5.2. This was a consultative process with System Admin receiving guidance and input from library deans, provosts, UFS, FCCC and others
 - 2.3.5.5.3. Draft resolution was sent to campuses for review and comments informed the final version with was presented by the Chancellor to the SUNY BOT
 - 2.3.5.5.4. Policy does not ask faculty, students, or staff to avoid publication in peer-reviewed journals, monographs, etc. but to increase access to scholarly work
 - 2.3.5.5.5. State operated campuses shall develop an Open Access Policy of their own following faculty governance procedures
 - 2.3.5.5.6. Each Community College is encouraged to develop a policy of their own that also follows faculty governance
 - 2.3.5.5.7. SUNY's policy aligns with other universities and colleges' open access goals
 - 2.3.5.5.8. Most federal funding requires open or public access to publicly funded research
- 2.3.5.6. Open Access Repository Working Group
 - 2.3.5.6.1. Purpose: develop open repository (hosted by Atmire) for Open Access content as a bridge to a future research workflow support platform – members listed on forum report
 - 2.3.5.6.2. Tier phase 1 plans listed on forum report
- 2.3.6. UUP – Dan Harms
 - 2.3.6.1. No report posted
- 2.3.7. METRO - Jill Locasio
 - 2.3.7.1. No report posted
- 2.3.8. NYLA – Jane Verostek (given by Wendy West)
 - 2.3.8.1. 2019 Annual Conference is next week.
 - 2.3.8.2. ASLS Speakeasy Sockdollager is next week - @The Night Owl, Saratoga Springs, NY, 11/13 – registration link is on forum. It is from 5-8pm.
- 2.3.9. SUNY Academic Programs & Awards committee – Ophelia Morey

2.3.9.1. Ophelia is no longer a member of this – may need to get someone else to serve as this liaison

2.3.9.2. If you are interested in filling this role please contact bill

3. Old Business

3.1. Placement of SUNYLA resolution on Sustainability and report on website

3.1.1. Put on website that there is resolution and link to PDF of report?

3.1.2. Idea to make resolutions tab under “Governing Documents” under “Manuals”

3.1.2.1. Collect all other resolutions could also be placed here

3.2. SUNY SLS staff continued discussion from last meeting

3.2.1. Sounds like folks are really “either way it’s find”

3.2.2. Should read on website as SUNY Library Shared Services

3.2.3. Definition needs to be made in the bylaws maybe? (3.1)

3.2.4. If they are covered by under OLIS they are covered – if not, we would need to make an amendment to 3.1 to define and acknowledge SLS – vote in spring

4. New business

4.1. Water Bottle and Coffee Mug quote

4.1.1. Approximately \$3,000 – total (2792.19)

4.1.1.1. Moved and approved

4.2. SUNYLA Logo recreation adventure

4.2.1. Bill recreated Logo in photoshop since the fonts would not work in illustrator

4.2.2. Max size of 40,000 pxl wide – really large file

4.3. SUNYLA T-shirts

4.3.1. Create form for folks to submit ideas

4.3.2. Could be a contest!

4.3.3. Let’s have fun with this one...

4.3.4. Winning slogan could get free shirt or mug!