

## ***CALIFORNIA COMMUNITY COLLEGES***

MINUTES – BOARD OF DIRECTORS MEETING / April 9, 2015

Sacramento, CA

PRESENT: Doug Achterman, Gregg Atkins, Johanna Bowen, Meghan Chen, Lisa Foley, Evelyn Lord, Pearl Ly, Matt Magnuson, James Matthews, Kenley Neufeld, Paula Paggi, Sarah Raley, Kerry Kilber Rebman, Darryl Swarm

ABSENT: Dan Crump, Peter Sezzi, Mark Stengel

### **1.0 Housekeeping**

#### **1.1 Welcome**

Interim President Kenley Neufeld opened the meeting, and explained the reason for Tim Karas' resignation as President.

**1.2 Adoption of Agenda** / The agenda was adopted with the addition (2.84) of CCL-EAR appointments and (3.1) recommendations concerning involvement in OEI (moved by Jim Matthews, seconded by Pearl Ly, vote was unanimous).

**1.3 Approval of January 29, 2015 Minutes** / The minutes were approved with the change to show Meghan Chen and Evelyn Lord present and to correct name misspellings (moved by Paula Paggi, seconded by Jim Matthews, vote was unanimous).

### **2.0 Reports**

#### **2.1 President**

- CIO May 20<sup>th</sup> meeting Sacramento – Kenley will attend.
- TTAC Annual retreat May 7-8 in location TBA – Jim Matthews will attend.
- IEPI May 15<sup>th</sup> Sacramento – Pearl Ly will attend.

#### **2.2 CCL-EAR (Darryl Swarm)**

- Committee completed reviewed Art music online, Salem Press, Oxford dictionary online, Nexus Lexus online
- Receiving positive feedback on Three River Falls in Minnesota commented on our reviews on three nursing databases.
- Ebook de-selections -- top 3 categories were computer science, medicine, and business (average age was 13 years old). Message went out on the listserv with instructions to “contest” the recommended deletion.
- Board decided that CCL-EAR makes final decisions on the list after reviewing any contested items (moved by Doug Achterman, seconded by Paula Paggi, vote was unanimous). Deadline for feedback is April 20. CCL-EAR will report to board in May.
- Each library will have to remove the records one by one from NetLibrary and from the local catalog. Steve Hunt (Santa Monica College) is working on doing batch deletion across multiple library systems. It is recommended that a spreadsheet of local titles be sent then their MARC records will be removed. OCLC with ISBN as back-up identifier. Board voted to direct EBSCO to remove items by the end of December 2015 (moved by Paula Paggi, seconded by Evelyn Lord, vote was unanimous).
- Clarification on the board’s expectation of CCL-EAR committee: The group is working on 5 reviews plus the e-book titles deletion. There is concern about trying to get involved with electronic pathfinders and subsequent reduction in committee's productivity. Board expects CCL-EAR to assess whether or not it can handle additional task.

- On technology survey of students: The PEW survey on teen use of mobile phones, social media (FB, Instagram, texting): African American teens 20% use mobile phones for information (FB), 71% Latinos (FB); most Caucasians use Instagram. The data can be used to substitute the need for the technology survey CCL board wants to have done; however, that data do not reflect local student characteristics, which was what CCL survey sought to capture.

### **2.3 Consortium (Sarah Raley)**

- Country Watch statistics: 24,741 visits from Feb 4 – Feb. 8, 2014. 106,443 views (gone in and moved around in the resource). College most use was Fresno. Santa Monica and Fullerton right behind them. The League pays \$7,000 (total cost is \$14,000).
- Update on the League: finalist for the League president position will be presented to the board by end of June. The board meets next week to select finalists. On the Director of Library Consortium position, Kenley Neufeld and Gregg Atkins will serve on the search committee with Kimi Shigetani of the League office.
- A new contract with Question-Point has been finalized.

### **2.4 Publications (Johanna Bowen)**

- Website, directory, and *Outlook* technologies all stable and no changes are expected.
- Next issue of *Outlook* coming out last Friday of April 24, 2015. Then Johanna will work on the newsletter for May (first week). Board was reminded to get presentation materials from presenters for inclusion in the Outlook (for librarians who could not attend D&D meeting).

### **2.5 Academic Senate for CCC – (Dan Crump)**

- No report

### **2.6 Library and Learning Resources Programs Advisory Committee (Jim Matthews for Dan Crump)**

- The annual survey is "wrong" -- has 14 more questions than what CCL sent to Dean Woodyard; CCL will stick with this version but ask him to revise the survey for next year that should come out in August. CCL board should send out a note to field on specific questions – how to answer them (Dan can send that out).
- Student Engagement Survey (A2/C3 – Matthews, Crump) – CCL needs to press Dean Woodyard for the results.

### **2.7 Executive Director (Gregg Atkins)**

- Financial reports -- see Attachment 1
- Current membership is 96

### **2.8 Appointments/Elections**

#### **2.8.1 President**

- Election postponed until May 21 meeting

#### **2.8.2 Board Members from Regions**

- Southwest Bay -- Doug Achterman
- Desert -- Peter Sezzi (?)
- Los Angeles -- Paula Paggi
- San Diego-Imperial -- Kerry Kilber Rebman
- Southcoast -- Meghan Chen

The Board voted to re-elect Doug Achterman, Paula Paggi and Kerry Kilber Rebman to a second two-year term, and to delay elections for Desert and

Southcoast to the May 21 meeting (Jim Matthews moved, Pearl Ly seconded, and vote was unanimous).

### **2.8.3 Member At-Large**

- The current at-large Board member, Jim Matthews, declined re-election. The Board will consider possible at-large candidates at the May 21 meeting.

### **2.8.4 CCL-EAR**

- Upon recommendation from CCL-EAR Chair Darryl Swarm, the Board voted to appoint April Cunningham (Palomar) and Anne Buchalter (Laney) to terms on the CCL-EAR Committee (moved by Jim Matthews, seconded by Lisa Foley, vote was unanimous).
- Appointment of a Vice-Chair was deferred until the May 21 meeting.

## **2.9 Calendar of 2014-15 Meetings**

- Board meeting in May 21, Ontario Doubletree Hotel: confirmed time 9:30 AM - 3:30 PM.

## **3.0 Discussion**

### **3.1 Online Education Initiative (OEI) and CCC libraries/CCL involvement**

- The Board voted to recommend -- via letter to OEI Executive Director Pat James -- that a librarian (to be recommended by CCL) be added to the OEI Steering Committee (moved by Paula Paggi, seconded by Doug Achterman, vote was unanimous).
- The Board also voted to recommend that OEI establish a working group (with 3 CCL-recommended appointees and two faculty librarians appointed by the ASCCC) to develop ways to accomplish the integration of library resources and services into the OEI course management system being developed (moved by Doug Achterman, seconded by Kerry Kilber Rebman, vote was unanimous).

Minutes prepared by Meghan Chen, Board Secretary

COUNCIL OF CHIEF LIBRARIANS, CCC INC.

• **GRANTS INCOME AND EXPENDITURE REPORT 2014-15 / MARCH 2015**

<b>INCOME</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>Year-To-Date</b>
Leadership (CCCCO)	101,386.00	0	75,000.00
Miscellaneous**	39,114.00	0	0
<b>TOTAL</b>	<b>140,500.00</b>	<b>0</b>	<b>75,000.00</b>

<b>EXPENDITURES</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>Year-To-Date</b>
Development of Statewide ILS Acquis	2,500.00	0	0
New Funding Mechanisms for ILS	2,500.00	0	0
EBSCO Support <i>CCL EAR</i>	15,000.00	0	5,981.11
Professional Development & Training <i>D &amp; D Mtg</i>	60,000.00	0	
<i>Workshops</i>		0	12,534.16
<i>Area Meetings</i>		0	355.15
Policy Development <i>Board Retreat</i>	30,000.00	0	16,214.05
<i>Board Meetings</i>		4,000.00	15,035.43
External CCC Group Collaboration <i>President's Travel</i>	2,500.00	0	364.20
Operational Support for Leadership Activities <i>Exec Director Salary</i>	28,000.00	833.00	7,497.00
<i>Publications Stipends</i>		0	3,000.00
<i>Website</i>		742.50	904.22
<i>Supplies &amp; Operations</i>		53.00	240.92
<i>Databases</i>		0	7,920.07
<i>Tax Prep</i>		0	590.00
<i>Data Survey Analysis</i>		0	0
<i>Misc</i>		10.00	535.00
<b>TOTAL</b>	<b>140,500.00</b>	<b>5,638.50</b>	<b>71,126.61</b>

<b>BEGINNING BALANCE</b>	9,511.89
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Income	0
Expenditures	-5,638.50
<b>ENDING BALANCE</b>	<b>3,873.39</b>

\*\* Funds transferred from CCL Old Grant accounts

COUNCIL OF CHIEF LIBRARIANS, CCC INC.

• **INCOME AND EXPENDITURE REPORT 2014-15**

STATEMENT FOR FEBRUARY, 2015

<b>INCOME</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>Year-To-Date</b>
Memberships	15,000.00	900.00	14,400.00
Consortium	50,000.00	22,883.09	59,088.64
Interest	5.00	.15	1.14
Miscellaneous	0	0	450.00
CCLC PassThru	0	0	0
<b>TOTAL</b>	<b>65,005.00</b>	<b>23,783.24</b>	<b>73,939.78</b>

<b>EXPENDITURES</b>	<b>Annual Budget</b>
(None)	0
<b>TOTAL</b>	<b>0</b>

<b>ACCOUNT BALANCES</b>	
	<b>FEBRUARY 2015</b>
<b>Savings</b> Beginning Balance	16,644.56
Income	.15
Transfer from Checking	0
Transfer to Checking	0
Reserve	3,000.00
Unrestricted Amount	13,644.71
<i>Savings Ending Balance</i>	<i>16,644.71</i>
<b>Checking</b> Beginning Balance	169,199.72
Income	22,783.09
Transfer to Savings	0
Transfer from Savings	0
Expenditure	0
<i>Checking Ending Balance</i>	<i>191,982.81</i>
<b>TOTAL</b>	<b>208,627.52</b>

