

**OCALD Membership Meeting**  
**Regents Conference Room – Oklahoma City, Oklahoma**  
**September 17, 2015**  
**1:00p.m.-2:50p.m.**

**Attending:**

Members: Paula Settoon – Tulsa Community College, Sheila Johnson – OSU Stillwater, Adrian Alexander – University of Tulsa, Suzanne Rooker – Western Oklahoma State College, Victoria Swinney – Oklahoma City University, Melissa Huffman – Rose State College, Sarah Robbins – OU Norman, Kelly Brown – University of Science and Arts of Oklahoma, Michael Foote – Mid-America Christian University, Alan Lawless – Rogers State University, Terri Greer – University Center of Southern Oklahoma Ardmore, Susan Jefferies – Northwestern Oklahoma State University, Sharon Morrison – Southeastern Oklahoma State University, Adrianna Lancaster – East Central University, Nancy Draper – Hillsdale Free Will Baptist College, Jason Dupree – Southwestern Oklahoma State University, Stewart Brower – OU Tulsa, Steve Edscorn – Northeastern State University, Sarah Peterson – OSU Tulsa, Annette Villines – Oral Roberts University, Sherry Young – Cameron University, Jenny Duncan – Oklahoma State University Institute of Technology, Habib Tabatabai – University of Central Oklahoma

Guest: Vicki Sullivan – Oklahoma Department of Libraries

**Introductions – Paula Settoon**

**Approval of Minutes from November 2014**

Adrian Alexander moved that the minutes be accepted; Nancy Draper seconded the motion and it carried.

**OCALD Executive Committee Report – Paula Settoon, OCALD Chair**

- Discussion on the shared resources both physical and electronic and committees assigned to these tasks
- Discussion on Regents report, will be shared during OCALD Membership meeting

**Committee Reports**

- *Bylaws Committee*
  - Victoria Swinney moved that Article VII, Section 3 of the OCALD Bylaws be changed. Stewart Brower seconded the motion and it carried. Thus changing the name of the *Expanded Instructional Support Committee* to the *Cooperative Library Services and Standards Committee*. Furthermore, the charge of the committee was changed from: *Develop statewide standards for library services to distance learners. Expand statewide borrowing privileges. Develop statewide cooperative reference/research services on the web.* The charge of the committee now reads: *Develop statewide cooperative support for existing and emerging library services. Adopt standards for library services to distance learners.*
- *Cooperative Library Services and Standards Committee*

- Jason Dupree reported that the committee is looking into reviewing standards documents as well as creating a conference or workshop
- *OK-Share Committee*
  - Sarah Peterson reported that OKShare statistics were due last week and she will be contacting the eighteen institutions that have yet to turn in statistics to her.
- *Webpage Committee*
  - *No report*
- *Archives Committee*
  - Paula Settoon reported OSU has agreed to house the OCALD Archives materials and their archivist will oversee them.
- *Shared Facilities Committee*
  - Steve Edscorn reported that the committee toured the OSU Stillwater Library Storage Facility
  - The committee discussed the needs and wants of institutions regarding resources from various institutions
  - Steve plans to contact the Texas A&M Joint Library Facility to find out more regarding collection development

#### **ODL Report – Vicki Sullivan**

- ODL budget has reduced \$6.25% since last year and since 2008 ODL has had about a 30% budget reduction
- ODL is not currently allowed to fill recently vacated positions
- ODL has been moved out of the Education Cabinet and into the Secretary of State Cabinet
- Highest FTE 82.8, now decreased to 41 FTE
- Oklahoma state capital's basement currently houses the Cartwright Law Library, it will be under renovation, so the law library is to be moved by January 1, 2015 for a period of 2-6 years and upon return the space will be reduced.
- Cartwright Law Library budget decreased 2/3 in the past year
- Third year in a row ODL did not meet their Maintenance of Effort; they requested a waiver for this year. If the waiver is not received, state money contributed to library services could be reduced approximately 2% to 3%.
- ODL Board approved \$100,000 in funds for technology for public libraries

#### **OSRHE Report – Blake Sonobe (email read by Paula Settoon)**

- (See Appendix A)

#### **Committee Reports**

- *Cooperative Collection Development and Resource Sharing Committee*
  - OSRHE's budget cuts they will not be able to pay for all the resources they currently pay for, i.e. Psych Info will not be paid for by OSRHE next year
  - Survey will be conducted to rank what resources would benefit the most students in the state of Oklahoma for the RFP for the next five years
  - Potential resources to add to survey:
    - Digital object management tool (i.e. DSpace, Content DM)
    - OPAC (statewide catalog, union catalog)
    - Discovery tools
  - Survey also discusses whether or not institutions would use and the amount of storage space an institution will need for shared institutional storage and advantages of a shared institutional repository for each institutions

### **OICALD Planning for the Year**

- November meeting at OSU Tulsa
  - Special Guest: HR consultant to discuss succession planning
- Future Meeting Ideas:
  - Makerspaces
    - Potential Special Guest: Abilene Christian University
  - How institutions will approach budget cuts

### **New Business**

- Jason Dupree discussed Real ID Enforcement
- Jason Dupree and Stewart Brower mentioned COIT looking at Wepa as potentially being used as a statewide printing solution
- Sherry Young mentioned printing being a problem on the Cameron campus
- Melissa Huffman mentioned the creation of a FabLab (advanced Makerspace) at her institution
- November 17<sup>th</sup> Hire Me Workshop will be held at OSU Tulsa
- Learning Commons Exploratory Group, campus group at OBU to put more technical resources in the library
- October 22-23 Information Literacy Conference at Tulsa Community College
- October 22 SLIS reception 4:30pm-6:30pm at OU Tulsa
- October 22-23 Administrative Issues Conference SWOSU
  - Keynote Speaker: Jeffery Beall

### **Upcoming Meeting**

- October 29<sup>th</sup> – Regents Board Room Oklahoma City, OK

Hi Paula,

I apologize for not responding but I have read your emails and listened to your voicemail. We've been swamped here and I haven't spent much time in the office for the past couple of weeks. I have limited time and my response must be brief, but here goes:

#### Budget Situation:

- The budget shortfall is expected to be between \$600 million and \$1.2 billion unless something drastically changes.
- My understanding is that this shortfall is in addition to the cuts taken last year.
- Recall that some of last year's budget hole was filled with one-time monies such as agency carry-over funds, rainy day funds, etc. Some funds have been depleted, others lowered. Recall also that higher ed carryover, though targeted, was left untouched last year. We may not be as fortunate this year.
- Pure mathematics indicates that depending on how things like the rainy day funds, carry-over funds, corporate exemptions, earmarked funds, tax cut, etc. are handled, the budget cut can be as much as 15% (1.2 billion cut from a 7.4 billion budget). I doubt it will be that high but 8-10% is not unreasonable. (Again, this is how I view it.)
- Needless to say, the best we can expect is a flat budget, but that is unlikely.
- The impact of the cut on the system is uncertain.
- There will be tremendous pressure to minimize tuition increases – I don't think what will be acceptable will cover the cuts, and definitely not the cuts and the mandatory cost increases.
- I apologize for the bad news, but the projection of continued low oil and gas prices for the next two or more years doesn't bode well for Oklahoma.

#### Collaborative Efforts:

- The continued budget crisis reinforces the need for collaborative efforts.
- It's important that more areas of our institutions get out of our silos and work collaboratively to reduce cost.

- With the potential size of the budget cuts, there will be personnel reductions and possibly program eliminations. It is important that we retain as many programs as possible that are important to the core mission of our institutions.
- Collaborative efforts to be considered include:
  - o Sharing of courses and programs that are low producers. Sharing electives and possibly some core majors' courses (ITV, hybrid, online formats) may help save programs.
  - o Share online courses – we reviewed online course offerings three years ago and found many courses with less than 10 enrolled at one institution were offered at another institution with also less than 10 enrolled.
  - o Share expertise – as an example, USDE “strongly recommends” that institutions have a person specifically identified to handle Title IX issues (gender equity, sexual assaults, etc.). Smaller institutions may be able to share a Title IX coordinator.
  - o Share high cost technology – laboratory instruments, specialized IT equipment, video-production facilities, etc.
- Collaborative efforts being pursued in online education:
  - o Professional development – identify statewide needs, use existing resources to provide instruction, collaborative develop programs that currently do not exist.
  - o For smaller institutions without online course templates, share existing course platforms, develop more generic platforms
  - o Identify and share no-cost, low-cost instructional materials. Use a common host to warehouse materials. Many librarians participated in this committee in August.
  - o Identify and share technology to improve online and hybrid learning. The goal is to better utilize technology for student engagement.
  - o The ultimate goal is to improve the quality and rigor of online courses while reducing the cost to develop and deliver those courses.
- Oklahoma is one of the most collaborative states in the nation
  - o Numerous higher ed statewide councils exist to share ideas
    - § COP, COI, COIT, OCUBO, Communicator’s Council, OCALD, COSA, EDC, FAC, SAB, OACRAO, OACADA, Online Task Force, College

Safety and Security Task Force, OACTE, etc. with their associated meetings and activities

o We participate in an number of statewide activities

§ CEP, STEM Summit, Online Education Summit, Retention Management Conference, Reach Higher, Campus Compact, College Safety and Security Summit, etc.

· It's important to continue in this vein to leverage all resources to maximize our efforts

This is a quick and dirty about what is going on fiscally. The impact on library databases is unknown at this time.

Thanks.

Blake