

# OCALD Membership Meeting Minutes

September 29, 2022, 1:00 p.m. to 3:00 p.m.

## Agenda

- Please record your attendance and provide institutional updates here:  
<https://docs.google.com/document/d/1O9vV2giPhfrOR4IrqdZdR6WM5-g3DU0XtiluW56eR7Q/edit?usp=sharing>

## Introductions – Ann Raia, Chair

### Members

- Paula Settoon, Tulsa Community College
- Michael Jones, Northeastern State University
- Ann Raia, Oklahoma City Community College
- Julie Rankin, Oklahoma Baptist University
- Marsha Kendrick, Mid-America Christian University
- Victoria Swinney, Oklahoma City University
- Karen Haught, College of the Muscogee Nation
- Emily Patterson Harris, Langston University
- Sheila Johnson, Oklahoma State University-Stillwater
- Dana Belcher, East Central University
- Jason Dupree, Southwestern Oklahoma State University
- Joy Summers-Ables, University of Oklahoma Health Sciences Center
- Habib Tabatabai, University of Central Oklahoma
- Stewart Brower, University of Oklahoma-Tulsa
- Suzanne Rooker, Redlands Community College
- Jenny Duncan, Oklahoma State University Institute of Technology
- Nancy Draper, Randall University
- Jane Malcolm, Oral Roberts University
- Barbara Pickthorn, Cameron University
- Pamela Louderback, Northeastern State University-Broken Arrow
- Denise Stephens, University of Oklahoma
- Sandra Thomas, Southeastern Oklahoma State University
- Sandy Shapoval, Phillips Theological Seminary
- Lynn Wallace, Oklahoma State University-Tulsa
- Elaine Regier, Oklahoma State University-Oklahoma City

### Advisors and Guests

- Brad Griffith, Oklahoma State Regents for Higher Education
- Tracey Romano, Oklahoma State Regents for Higher Education
- Brittany Blake, Oklahoma State Regents for Higher Education
- Ashley Bean, Rogers State University (attending for Kaitlin Crotty)
- Carol Smither, Murray State College (attending for Terri Greer)
- Kimberly Cannon, Oklahoma Christian University (attending for JJ Compton)

Ann Raia, chair, opened the meeting and introduced the executive committee for 2022-2023. Jon Goodell is immediate past chair; Elaine Regier continues as secretary; Dana Belcher and Victoria Swinney are members-at-large; and Lynn Wallace is chair-elect. Dr. Debbie Blanke retires from OSRHE on September 30.

## **Approval of minutes of last meeting – Elaine Regier, Secretary**

Victoria Swinney moved to approve the minutes; Pamela Louderback made the second. According to Roberts Rules of order, the minutes can be approved if there are no objections.

## **OCALD Executive Committee Report**

Topics for future OCALD meetings were discussed. The survey had 19 replies.

- Tech showcase was the top choice, with OER and hiring issues also near the top.
- Write-ins included HB3702, challenges for directors, and library advocacy.
- The COLE/OER subcommittee is hosting the OER summit Oct 27-28 with workshops, webinar sessions, and more. This is a good way to include OER for OCALD members and would allow for utilizing meeting time for other topics.
  - Ann will send info about summit and keep OER as a top-ranking topic
  - Brad added that access to the summit will be available for 30 days after if can't attend live and encouraged everyone to register.

Discussed salary survey

- Ann will share what the executive committee discussed about the salary survey and will request input on the questions to include.
- It could be a difficult survey to create because of the differences among institutions.

## **OSRHE Report - Dr. Debbie Blanke**

Brad Griffith reported for Dr. Blanke as she is retiring.

There are some funding opportunities for public as well as private OCO member institutions. The benefits are greater than membership dues, which are based on FTE and run about \$1500-\$4000. Private institutions are welcome to join in order to take advantage of the funding.

- OCO Technology Pilot Grant provides up to \$5000 to each member institution for improvement of online teaching and learning. The opt-in deadline is October 31. The report on impact is due April 14. There are 25 of these grants.
- State institutions can apply for OER training.
  - OER 101: Take the online course, score seven out of eight on the quiz, and earn a digital badge. In addition to the badge, you may be eligible to receive a \$50 completion award. The completion awards are available on a first come, first served basis. There are 90 completion awards available. The awards are available to faculty as well as staff working with faculty and curriculum development. This would apply to librarians and instructional designers. The digital badge is available through Credly. Private institutions can earn the digital badge but are not eligible for the \$50 completion award. Anyone receiving the completion award will need to complete an MOU from the Regents Office.
  - Faculty can get funding for OER adoption during the 2022-2023 academic year. The book can be through Pressbooks, but this is not a requirement. This funding includes several levels. The focus is on courses with high enrollment, general education, critical occupation areas, and underrepresented or underserved populations.
    - Whole adoption = \$500
    - Remix/revise = \$1000
    - Full authorship = \$2500
    - Ancillary materials = \$500. This is good for those already using an OER.
  - Pressbooks Implementation Support Grants are also available to state system institutions.
    - Current opt-in date is Friday, October 7, but this will be extended. The report is due in February.

- Funds can be used to upgrade to Pressbooks for unlimited projects as well as faculty training and support for OER adoption. The amount is \$1500.
- Brittany Blake reports that the EBSCO contract has been extended until December. They are still working with ODL to finalize the contract. Coverage will continue until the contract is finalized.

**ODL – Natalie Currie** – no report

### **Committee Discussions**

The committees listed in the bylaws are not in line with actual practice. In the bylaws, there are four committees listed: Bylaws, Cooperative Collection Development and Resource Sharing, Expanded Instructional Support, and Nominating. The current list of committees also includes Cooperative Library Services and Standards, OK-Share, Webpage, and Archives. Jason Dupree reported that Expanded Instructional Support had a name change to Cooperative Library Services and Standards.

To allow some flexibility, committees may need to be listed in the operating procedures instead of in the bylaws. Joy Summers-Ables will review Roberts Rules to confirm the correct procedure.

A nominating committee would be good to help with the process, but it has worked without one. Generally, the past chair was responsible for finding individuals to run for office. Ann took care of this as incoming chair, while Habib Tabatabai was told it was his responsibility. The bylaws committee can work on these updates.

Joy will continue as chair of the Bylaws Committee. Ann Raia, Tony Hardman, and Karen Haught are current members of the committee. Habib offered to help.

Victoria Swinney confirmed that ad-hoc committees are considered temporary and probably would not need to be in the bylaws. The committee can review ad-hoc vs. more permanent committees.

Victoria will continue as co-chair of the Cooperative Collection Development and Resource Sharing Committee. Sarah Robbins and Deborah Thompson will be removed from this committee.

The OCALD secretary is responsible for the webpage updates. During a recent review of the website, it was determined that OK-Share needs some review. The committee will be tasked with reviewing policies and guidelines for OK-Share. Some things need to be clarified, such as what types of materials can be shared. Licensing generally does not allow for sharing ebooks. The OK-Share report may not have been shared since 2019, but data has been collected.

The OK-Share Committee may need to include library staff who actually do the work. The chair of the committee would be responsible for attending OCALD meetings. Outside members of the committee will be from campuses with higher usage of the program. OU is a big user on the lending side. Denise Stephens will look for someone to serve on the committee. Ann knows someone at OCCC who would be willing to serve.

Committee chairs will confirm that members are still willing to serve and will seek additional members as needed before reporting to Ann.

### **Committee Reports**

- By-Laws, Joy Summers-Ables – no report
- Cooperative Library Services and Standards, Jason Dupree – no report
- OK-Share, Stewart Brower – no report
- Website updates, Elaine Regier

- OSRHE is redesigning the website and requested a review of the OCALD information. The 2006 OCALD Academic Library Survey was removed because of its age. Some links on the Library Resources section were revised. Thanks to everyone who provided updated links to their information on the OK-Share website. Only a few did not respond, and new links were found. This review also resulted in a number of directory and listserv updates.
- The April minutes have been posted.
- Cooperative Collection Development & Resource Sharing, Victoria Swinney and Stewart Brower (co-chairs) – ODL has made a decision, and they are waiting for legal review. The extension on the contract that Brittany mentioned allows time for the review.
- Archives, Jenny Duncan – Ann reported on the progress. The committee is working on an MOU for physical archives at OSU. There will be a meeting with the Archives Committee, OSU, and the Regents. Jenny added that the focus is on print materials for now. A discussion on digital archives will be later. Because this is ongoing, the committee may need to become permanent rather than ad hoc.

### **ODL Report – Natalie Currie – no report**

### **OLA Report – Dana Belcher**

As president-elect of OLA, Dana will provide updates throughout her term. If we want to continue beyond that time, arrangements can be made with OLA for a possible representative.

OLA plans to update the handbook to be in line with the reorganization completed in the last few years. Dana's initiative is to do onboarding with all levels of OLA leadership. In December nominations are made for divisions and roundtables, and elections are completed before conference. The July leadership meeting is more of an orientation, so they want to do onboarding and leadership initiatives between April and July. Dana also wants to increase membership with academic librarians.

On February 3, the University and College Division is hosting a face-to-face workshop on the changing face of academic librarianship. Discussion will include hiring and retaining diverse employees, designing interview questions, internships, onboarding, and student workers. This workshop will be at the Schusterman Library.

The OLA conference is March 8-10 in Norman, at the Embassy Suites. Vendor registration begins around October 15, and attendee registration begins December 5.

### **Discussion of HB3702**

This bill goes into effect on November 1. There is plenty of confusion surrounding the bill, and the sensitive discussion reflected this. Campuses have been working with legal departments for clarification and guidance in creating compliance documents. Conversations continue with ODL and with Lisa Wells, director for Pioneer Library System.

Confusion centers around the definition of K-12 in regards to concurrent students. Other concerns include the vague definition of obscene and changes that may need to be made in how the general public accesses resources when they visit the library.

Librarians are encouraged to work with all vendors to ensure compliance as this is not something to be ignored.

Ann encourages everyone to share what we learn.

**Announcements/Institutional Updates** - In addition to oral reports, please send institutional update summaries to Elaine Regier to help with the minutes (elaine.regier@okstate.edu).

### **Jason Dupree, Southwestern Oklahoma State University**

- Enrollment down at the Sayre campus, so decommissioned the library
- Transferred the librarian to the Weatherford campus. This person is now handling some of his old tasks.
- This involved changes to the website, policies/procedures, and WorldShare.

### **Elaine Regier, Oklahoma State University-Oklahoma City**

- Library renovations mostly complete.
- Received a Perkins grant to purchase laptops and hotspots for loan periods up to a semester. Preparing to make purchases and implement the program.

### **New Business – Any**

Continue communicating about HB 3702.

Dana moved to adjourn, and Lynn made the second. The meeting adjourned about 2:50 p.m.

Respectfully submitted,  
Elaine Regier

### **Institutional Report Summaries – as submitted on Google Doc**

**ECU** - implementing EBSCO's Panorama for statistics; implemented OER working group composed of librarians and faculty from each college/school; struggling with filling a staff position - have received only 1 application.

**Oklahoma Christian University** - Dean of Library and Instructional Support took another position. Our Interim Dean has also taken another position. Beginning Oct. 1, we will have an interim library director (JJ Compton), and the director position will be posted in January. We hired an operations manager in July.

**Oral Roberts University** still has an opening for Library Dean.

**Northeastern State University** is hosting the Green Country Children's Book Festival on Oct. 7. We are expecting 800 regional students grades 3-5 who will interact with 4 children's book authors and receive a free book and Festival swag. This is on the Tahlequah campus.

**OCCC** installed individual study cubbies at the start of the fall semester. They have been very popular. Students can reserve them ahead of time online or check themselves into one that is not reserved using a kiosk that is available at each cubby. They have short walls like a cubicle, but a sliding door for privacy. Our laptop and hotspot service is expanding as all devices are usually claimed by the afternoon of the first day they are available for check out.

**SWOSU** closed its Sayre Campus Library due to low enrollment on that campus. As you might imagine it has created a lot of work to get the collections transferred to Weatherford, re-processed, and update everything references the Sayre Library on our website, student & faculty handbooks, policies/procedures, logo, job titles, job descriptions, job responsibilities, and the infrastructure within WorldShare. Thankfully, we didn't lose another full-time position. A few positive notes: I worked with the coordinator of the university Writing Center to bring their facility to the first floor, next to the circulation desk to help with visibility for students and campus tours. We were awarded a NEH preservation grant for the Stafford Archive for a preservation assessment by a conservation laboratory in Chicago. We hired an international student from Russia to assist with cataloging Russian language materials in the Stafford Collection and we are pleased these items are currently searchable in our Discovery service.

**OU-Tulsa Schusterman Library** will begin a national search for an Emerging Technology Librarian later this fall, primarily to coordinate our efforts with the recently-announced OU Polytechnic Institute, and to develop and manage a library makerspace. The library is also working with the campus development office to secure funding for a new information literacy classroom.

**Oklahoma Baptist University:** I am sorry I had to leave the meeting early. I had another meeting! (Julie Rankin) We currently have no provost, but the search continues. Two deans are serving as co-provosts in the meantime. We are hoping to have our library lobby remodeled in Summer 2023 (it was postponed from this summer). There is a potential shift of moving the Help Desk into the library building. There are a lot of unknowns with campus improvement projects happening and lots of shifting of offices to accommodate. I am hopeful that we will be able to add a Digital Services Librarian position next fiscal year. The request has been made and is awaiting approval.