

LSP Governance

February 7, 2020 : Sacramento

Attending: Melissa Hilbert (ExLibris), John Taylor, Steve Hunt, Jeff Karlsen, Gregg Atkins, Amy Beadle, Michelle Ohnstad, Sara Cassetti, Eve Miller, Erin Daniels, Megan Kinney, Monica, Gary Byrd, Evelyn Lord, Brandon Dudley (formerly CSU), Matt Baker (ExLibris), Lauren McFall, Norman Buchwald, Aloha Sargent, Will Breitbach, Monika Chavez, Romelia Salinas, Jessica Hartwigsen, Lauren Saslow, Melissa Taylor, Jennifer Coleman, Donna Reed, Monica Doman, Melissa Taylor

Notes: Donna Reed

- Old business- notes did not get posted, they will go out quickly
 - There is a new CIO rep (not present)
 - **ACTION:** Open seat for small school rep - help needed finding one - send ideas to Amy Beadle
- New Contract Staff
- Logistics - Approval of Agenda -
- **ACTION:** Approval of January 10, 2020 Minutes - * minutes coming soon
- Project Update (Amy Beadle)
 - Congratulations - 110 colleges went live!
 - Operational questions are still being worked through
 - Were not called out in the January budget for on-going funding
 - We are in the transition between implementation and support - transition from implementation to support team due towards the end of March
- Go-Live Updates and Issues Reporting (Committee Members/Brandon Dudley)
 - Brandon Dudley sent out go-live survey to help elicit broad issues related to migration. This will help the transition process
 - **Action:** Brandon will review, summarize and report out
 - Summary of how things went by represented college (***) means others repeated the sentiment)
 - MiraCosta - discovery and reserves - still having a few question around primo and external databases (Ebsco)
 - Aloha Sargent - relatively well minor issues - focus on search results *
 - Norman - biggest issue single sign on ****
 - Monika Chavez - issues with student accounts (employee accounts ok), can't get rid of wikipedia, Hathi Trust, open resources in PCI ***, letters and notifications going to spam folders ****
 - Need to send a ticket through the listserv and get consensus via a survey - coordinated effort - UX team will send a query (Lauren and Aloha)
 - Romelia - pretty well
 - Will - tremendous success ***

- Lauren Saslow - items on loan when migrated - issue with users still being attached , Gale problems - not linking to the article level, mainly GVRL
- Erin Daniels - going well LSP Funding Request Update (Amy Beadle), issues with Chrome browser don't forget ccctechnology.info/, workload is still intense;
- Still fixing issues, positive and good, two steps back, two steps forward, people need to be thinking through what this is going to be doing to workflows and job descriptions and new hires***
- Course reserves good
- A number of ways to accomplish things - what are the implications about this - smoothly, letters and notices going to spam
- CCSF - smoothly, duplicate records **
- Can CCSF share their form?
- Issues with indexing
- Classified staff are taking ownership of their work - cloud based system is a real bonus
- Cypress- change everything at the same time
- Transition for those who did not have discovery tools previously. Need to communicate about this.
- Jeff = going well - going up the roller coaster, investing time, load synchronization going great - Ebsco does a better job linking out to articles. GVRL linking, Films on Demand is a mess, newspaper coverage is not good, going well with issues
- Santa Monica - similar. Reserves are a bit part of the operation
- Still working on letters to users
- Great project for staff and librarians
- Orange Coast, doing really well
- Ability to configure PRIMO index - comments from exlibris - Summons KB project; Linking in PCI issues - are they worth fixing before CDI?
- Laney - IT was slow- first day of school, no SIS load in place
- Bright spot: collaborative nature and support across districts
- Brandon - for the CSU has similar feeling
- Use roller coaster example (3 months)
- Need more information on move to full network zone - enablement portion in Feb. (sandbox) Enabled is when you are live - No later than July 12
CDI Need more clear discussion about this. Enforcement late July.
Happening in Discovery Group
- ExLibris is impressed with the positivity
- 2019-20 Mid-Year Budget Update (Jennifer Coleman)
 - Presented a snapshot of the current budget. We are running very tight and need to ask for a supplement.
 - Budget set to sunset June 30.
 - April meeting will now be remote.

State Legislation

- The LSP project was not not called out in January draft budget
- This year there is a new line item, called CCC System Support Program - Item 5 section h is a place where this project could go. We believe that this is a place for the LSP project.
- Question mark -- how to move forward with new projects - won't know until May revised. CCL and the Governance group should advocate. Perhaps with a letter from this group.
 - **Action:** AB will update and share out a fact sheet.
 - Good chance that this will get through but we need to think about
 - Will be determined by the Board of Governors based on recommendations from the State Chancellor's office.
 - **Action:** Letter drafted by Tuesday and circulated out to the CCL Board and Governance Committee
- Communications Strategy Update (Amy Beadle)
 - Decided to retire area-specific listservs and Basecamp in the near future. They will be archived and searchable. **Action:** Sending out survey to project leads to get input about what will work best for future communication.
 - Will keep Eluna, project leads
 - Testing a discussion board system on the wiki - it will be cleaned up at least once a week
 - Might start a new Canvas instance
 - There will be brief weekly updates every Friday
- ELUNA Memberships and Participation (Gregg Atkins)
 - Council of Chief Librarians is paying for the first year of Eluna membership for all who are paying members of CCL.
- ELUNA/NERs (Eve Miller/Lauren Saslow)
 - Libraries are going to vote individually maybe more centralized next year
 - First flurry of voting will be in March
 - This year will be a pilot and we will refine the process as we go
- Work Groups Reports and Recommendations Work Group Leads (Please note that reports will be distributed electronically and this agenda item will focus on any issues/recommendations requiring the action of the LSP Governance Committee.) -
 - Acquisitions and Electronic Resource Management (Norman Buchwald or Erin Daniels) -
 - **Action:** Empty Bib Deletion for Electronic resources NZ policy
 - Sent out a survey - got 40 responses
 - Add rationale to the top part of the policy for context - bring back to next meeting
 - Issue: Minimum Acquisitions Data Policy - not ready to present
 - ExLibris is working on a very new acquisitions system called Rialto. It is not ready yet.
 - The group should bring a recommendation back to governance.

- Analytics (Jeff Karlsen) - Action: Policy for using the shared analytics folder
 - Motion to approve, Gregg Atkins, second Michelle O. - motion passed unanimously
 - The group is going to work on a number of reports
- Circulation (Sara Cassetti)
 - No action items
 - Focusing on fulfillment-related issues
 - Created a series of Alma quick tips and course reserve procedures
 - Are finding more efficient ways of doing things and are tweaking procedures
 - Looming: fines and fees/purging lost procedures; letters and notices procedures
 - There will now be an embedded liaison from the systems workgroup in the circulation workgroup
- Discovery (Aloha Sargent or Lauren McFall)
 - Focus is going to be on user testing and CDI
 - Melissa - notes: ExL would like to suggest that the project team and Matt discuss the CDI project in detail.
- Professional Development (Peter Hepburn or Romelia Salinas)
 - No action items for today
 - Trying to get a handle of professional development needs
 - Action: Will share survey soon
 - Action: Sharing out related wiki information
- Systems (Steve Hunt)
 - No action items today
 - Trying to embed members in other work groups
 - Action: will be looking at privacy issues - will report back on known issue at future meeting
- Cataloging (Monica Doman)
 - Glad that Jessica is on board
 - Working on a series of policies that are modeled after the CSU.
 - Had questions about how to revise previous policies. Also has a discussion about the difference between a policy and a recommendation.
- OCLC Reclamation Project (Monica Doman/Jessica Hartwigsen)
 - Have a short window to get this done.
 - **Action:** get with OCLC, confirm process, develop specific process to do this, pilot with a few colleges
 - Amy B. will meet with OCLC in two weeks.
- Timing - Clear Messaging -
 - Impact/Workload on Individual Colleges
- Ongoing operations options (Amy Beadle)
 - Current Status/Shift in Project Focus (Doug Achterman/Michelle Ohnstad)
 - Implementation to Ongoing Operations
 - Shared document (est. 4,000,000 per year)

- Reviewed various options
- New (Operational) Relationship with Alma/Primo VE
 - Beginning to transition to ongoing relationship working with Matt as our rep
 - Potential focus points
 - ILL and Resource Sharing
 - Communication
 - Ongoing Training/Professional Development
 - Additional Work Group to consider operations w/out
 - Development of relationships with the regional user groups
 - Onboarding of new members
 - Debrief - Review of Key meeting Highlights and Action Items (Doug/Michelle)
 - We will be mobilizing around continued funding in the next few weeks.
 - It is time to celebrate and be pushy
 - Suggestion: send out notices to the field for suggestions regarding this meeting.

Next meetings:

- Friday, March 6, 10:00 am to 1:00 pm online
- April 3, 2020 9:00 a.m.-1:00 p.m. online
- June 5, 2020