

**Minutes  
CCL Board Meeting  
Friday, October 7, 2022 | 9:00 am – 3:00 pm  
Embassy Suites, Sacramento, Calif.**

ATTENDANCE - Board Members:

**Eric Hanson, John Taylor, Evelyn Lord, Alison Gurganus, Parisa Samaie, Glorian Sipman, Tina Inzerilla, Carina Love, Elnora Tayag, Mary-Catherine Oxford, Darryl Swarm, Mai Soua Lee, Will Breitbach**

ATTENDANCE – Ex-Officio, Non-Voting Members:

**Amy Beadle, Dan Crump, Cynthia Orozco, Gregg, Atkins, Nancy Golz, Elizabeth Bowman**

ABSENT – Board Members:

**Derek Monypeny, Treisa Cassens**

ABSENT -- Ex-Officio, Non-Voting Members:

GUESTS:

**Catherine Webb (Vice President, ACCJC)**

## CALL TO ORDER

**The meeting was called to order at 9:00 am. Board members introduced themselves.**

## APPROVALS

1) Agenda

**Agenda APPROVED (Acclamation)**

2) Minutes

**July 25, 2022, Agenda APPROVED (Eric, Tina)**

3) CCL New Staff

**CCL welcomed new CCL independent contractor Elizabeth Bowman, CCL LSP Program Manager (effective 9/26/2022).**

4) Annual Library Data Survey

**The Annual Data Survey is out and due October 30, 2022. There are some bugs and CCL and the CCCCCO are recommending holding off until the fixes are made. It is possible that colleges will need to re-enter data that has been input thus far.**

5) ACRL Annual Survey

**If libraries complete the ACRL Annual Survey, ACRL is supposed to provide extract report that will fulfill the IPEDS survey.**

### Current Events and Updates

1. Meeting with Foundation for California Community Colleges (Gregg, Amy, John)

**Gregg, Amy, and John met with staff from the Foundation for California Community Colleges (Jennifer Keiper and Kevin Wutke) on September 27. The discussion was in preparation for a plan to use the Foundation to negotiate the new statewide database contract (currently EBSCO).**

**The Chancellor's Office cannot hold a contract. A college or district must hold the statewide database contract. In all likelihood, the Rancho Santiago Community College District will be the holder of the contract.**

**The Chancellor's Office expects the Foundation to have oversight over the contract.**

2. Update on EBSCO Contract Status

**At the start of the semester, CCL surveyed the CCC Library field to gauge interest in issuance of an RFP for the state-wide database purchase and to recruit participants for the RFP review team. CCL and the Tech Center put together the team to issue and review an RFP for a statewide database purchase. The Tech Center has now published the RFP.**

3. Meeting with ACCJC Vice President Catherine Webb

**Gregg and John met with ACCJC Vice President Catherine Webb this morning and she will join the board later for a listening session.**

## REPORTS

- 1) CCL Budget & Membership Update (John for Gregg Atkins)

**Gregg shared the 2022-23 CCL Budget.**

**Gregg shared the 2022-23 LSP Budget which CCL manages.**

**CCL has sufficient funds to do something big.**

- 2) LSP Update (Amy Beadle)

**Per CCCCCO request, Gregg submitted a summary of the report that was recently submitted. The LSP Task Force will request that billing for the LSP not go to colleges for reimbursement and stay central, with CCL issuing the payment directly to CCCLC.**

- 3) Consortium Director's Report (Amy Beadle)

**Amy shared updates on new offers. This year JSTOR will offer larger collections based on FTES, with significant consortium discounts. After conversations with the ASCCC OERI committee, the consortium is in discussions with vendors on possible textbook licensing. The federal funding proposal for a statewide DEI database purchase (supported by Sen. Padilla) is no longer moving forward.**

- 4) CCL Communication Manager Report (Cynthia Orozco)

**Cynthia reported that the September Outlook went out. She added a section reporting the names of newly hired, tenured, and promoted librarians across CCC libraries.**

- 5) LLRPAC Update (John Taylor)

**LLRPAC has not met yet. There is a CCL vacancy. There are two CCL seats. John serves on one of the seats. One seat is a CCL appointment; the other is an appointment in conjunction with the CIO group (usually a library dean).**

- 6) ASCCC Update (Dan Crump)

**The ASCCC Plenary session will take place November 3-5 in Sacramento. The first resolutions packet has been released. Additional resolutions are expected. There is a resolution on the role of the library in the draft ACCJC standards. Dan encouraged librarians to stay engaged with the academic senate. There is a librarian (Stephanie Curry) on the ASCCC Executive**

Board. There is also a librarian (Nghiem Thai) on the ASCCC Accreditation Committee. Dan encouraged librarians to consider applying for appointment to ASCCC committees.

## BUSINESS

- 1) CCL-EAR DEIAA Statement (Nancy Golz)

Nancy reported the CCL-EAR has updated its website.

CCL-EAR Desert Region has a vacancy.

**ACTION:** Nancy will send announcement seeking applicants for the vacancy to CCL-all.

- 2) ACCJC Proposed Accreditation Standards (Guest: Catherine Webb, ACCJC)

The Board shared feedback on the role of the library in the draft accreditation standards. There is concern that the current draft does not adequately reflect the way that the library supports equity and student success. Additionally, the library (academic support service) has been lumped together with counseling (student support service), creating challenges for colleges writing their self-evaluations.

- 3) Annual Library Data Survey (Gregg Atkins)

Gregg provided background on how CCL has handled data analysis of the Annual Library Data Survey. Gregg proposed hiring Doug Achterman to serve as an Annual Data Survey Coordinator, who would systematically review the survey, serve as CCL liaison with the Chancellor's Office to improve the survey, analyze data, and develop additional training materials. Doug would attend CCL Board meetings as a non-voting member.

**MOTION:** Hire Doug Achterman as Annual Data Survey Coordinator to assist with annual data survey, based on job description and deliverables, with an annual budget limit of \$7500. **APPROVED (Tina / Eric)**

- 4) CCCCCO Presentation

The CCCCCO is requesting a presentation on how CCL proposes to spend the \$1.5 million funds that are not allocated to the ExLibris contract or staffing support.

The LSP Task Force will recommend that the LSP Governance Committee make recommendations regarding LSP policies and spending.

- 5) Board Self-Evaluation Discussion

The CCL Board hasn't conducted a self-evaluation for a few years. Gregg and John shared a self-evaluation tool. The survey will be sent electronically to the Board. The Board will respond to the survey and Gregg will report back at the next meeting.

6) Compensation for CCL Executor Director

The Board discussed that the current compensation for the CCL Executive Director (\$25,000) is inadequate for the work he has been doing over the past year.

**MOTION:** Approve an additional \$10,000 stipend for CCL Executive Director.  
**APPROVED (Tina / Darryl)**

7) Funding In-Person Meetings for LSP Work Group Chairs

Gregg proposed an in-person meeting for the LSP work group leads. The Board discussed the pros (engagement, recognition, networking) and cons (costs, time). Further discussion is needed before moving forward.

8) Deans & Directors (March 23-24, 2023)

Leadership 101 (1/2 day Thursday morning) – Content is in Canvas. The course will need some editing

**ACTION:** Eric will assist with updating and teaching Leadership 101. He previously taught this course with Leslie Tirapelle.

Ideas for Speakers:

Megan Oakleaf.

Psychology of Disinformation

Algorithmic Bias (Safiya Noble)

See also Leadership & Professional Development report above.

## COMMITTEES

### Committee Breakouts & Reports

The Board committees broke into groups and reported back:

## CURRENT ISSUES COMMITTEE

- The Current Issues Committee is proposing to pay for commissioned articles for *Outlook*.
- The Current Issues Committee will review the ccclibrarians.org website for currency.
- The Current Issues Committee recommends that committees review their charges. The overlap of Communications and Leadership & Professional Development should be conscious.

**ACTION:** The Communicatons Committee will make a proposal. The Board can vote on the proposal via email.

**ACTION:** Board committees should consciously review their charges annually at the Retreat.

## LEADERSHIP & PROFESSIONAL DEVELOPMENT COMMITTEE

The committee discussed plans for the October 26 Lightning Rounds webinar.

The committee discussed bringing back Leadership 101 for Deans & Directors.

The committee discussed having a panel of DEI/Equity librarians at Deans & Directors.

The committee would like to pay panelists at Deans & Directors.

The committee discussed a possible speaker for Deans & Directors. The potential speaker is from the CSU Chancellor's Office and was interested in what the CCC Libraries are doing for the Ethnic Studies requirement.

**ACTION:** Parisa will contact the potential speakder from the CSU Chancellor's Office.

## ADVOCACY COMMITTEE

The committee discussed adding a new goal: Promote libraries' leading role in information and media literacy.

The committee discussed adding a semi-monthly communication to the Board.

The committee discussed returning to the practice of reporting board meeting highlights to the field.

ELUNA Learns has released a training series. Gregg will pursue a deal with ELUNA to procure access for CCC libraries.

## ANNOUNCEMENTS

**Next Board Meeting: Friday, January 27, 2023 (Glendale Community College)**

## ADJOURNMENT

**The meeting adjourned at 3:00 pm.**

## BUDGET REPORT

COUNCIL OF CHIEF LIBRARIANS, CCC INC.

- CHASE ACCOUNTS / TRANSACTION REPORT 2021-22

STATEMENT FOR JULY, 2022

<b>SAVINGS</b>	
Beginning Balance	317,799.48
Income	4.98
Transfer from Checking	0
Transfer to Checking	0
Reserve	3,000.00
Unrestricted Amount	314,804.46
<i>Savings Ending Balance</i>	<i>317,804.46</i>
<b>CHECKING</b>	
Beginning Balance	227,708.44
Income (GENERAL FUND)	60,176.29
Income (LSP)	0
Transfer to Savings	0
Transfer from Savings	0
Expenditures (GENERAL)	3,242.00
Expenditures (LSP)	0
<i>Ending Balance</i>	<i>284,642.73</i>
<b>ACCOUNT TOTAL</b>	<b>602,447.19</b>

COUNCIL OF CHIEF LIBRARIANS, CCC INC.

- CHASE ACCOUNTS / TRANSACTION REPORT 2021-22

STATEMENT FOR AUGUST, 2022
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<b>SAVINGS</b>	
Beginning Balance	317,804.46
Income	5.66
Transfer from Checking	0
Transfer to Checking	0
Reserve	3,000.00
Unrestricted Amount	314,810.12
<i>Savings Ending Balance</i>	<i>317,810.12</i>
<b>CHECKING</b>	
Beginning Balance	284,642.73
Income (GENERAL FUND)	0
Income (LSP)	0
Transfer to Savings	0
Transfer from Savings	0
Expenditures (GENERAL)	10,794.59
Expenditures (LSP)	3,246.22
<i>Ending Balance</i>	<i>270,601.92</i>
<b>ACCOUNT TOTAL</b>	<b>588,412.04</b>

COUNCIL OF CHIEF LIBRARIANS, CCC INC.

- CHASE ACCOUNTS / TRANSACTION REPORT 2021-22



STATEMENT FOR SEPTEMBER, 2022
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<b>SAVINGS</b>	
Beginning Balance	317,810.12
Income	5.15
Transfer from Checking	0
Transfer to Checking	0
Reserve	3,000.00
Unrestricted Amount	314,815.27
<i>Savings Ending Balance</i>	<i>317,815.27</i>
<b>CHECKING</b>	
Beginning Balance	270,601.92
Income (GENERAL FUND)	0
Income (LSP)	0
Transfer to Savings	0
Transfer from Savings	0
Expenditures (GENERAL)	3,072.97
Expenditures (LSP)	0
<i>Ending Balance</i>	<i>267,528.95</i>
<b>ACCOUNT TOTAL</b>	<b>585,344.22</b>