CUNY Council of Chief Librarians
Minutes
June 12, 2023
10:00 AM -12:00 PM

Attendance: Alevtina Verbovetskaya (OLS), Curtis Kendrick, Michael Hughes (OLS), Kristin Hart (OLS), Ellen Sexton (JJ), Kenneth Schlesinger (Lehman), Mario H. Ramirez (CCNY), Judith Schwartz (Medgar), Amy Stempler (CSI), Madeline Ford (Hostos), John Pell (Hunter), Michael Waldman (Baruch), Michael Miller (BCC), Maura Smale (GC), Mary Mallery (Brooklyn), Meagan Lacy (GCC), Kathleen Dreyer (BMCC), Ann Fiddler (OLS), Carlos Arguelles (KBCC), Constance Williams (QBCC), Ian McDermott (LGCC), Maria Kiriakova (JJ), Karen Okamoto (LGCC), Marta Bladek (JJ), Njoki Kinyatti (York), Meagan Lacey (GCC).

Call to order 10:04AM.

OLS Updates, including changes to committee structure
Unclear where OLS will report in the OAA structure.
Formal reports will be shared at CCL.
Committees will share reports with CCL.

Scope and charge of each committee is currently being developed.

Chiefs should provide names of their representatives for each committee. There is an excel workbook in the CCL Team:
https://cuny907.sharepoint.com/:x:/r/sites/CouncilofChiefLibrarians/Shared%20Documents/General/CUNY_Library_Committees_and_Groups.xlsx?d=wde0dfff1e9314115a30847d49db6c994&csf=1&web=1&e=JjKhIx There is a tab for each committee.

Systems Committee candidates should have knowledge of Primo, Springshare, APIs and some technical experience/savvy.

OLS would like to send out letters of acknowledgement for committee service in the future, requiring an accurate committee roster.

OLS is overhauling our web presence and the support site as well as examining assets on Springshare. One of the goals of the web presence overhaul is to be able to better support communication and sharing of committee reports and documents.

Anti-racism Immersion Program, a CUNY/SUNY/Rutgers partnership (Kendrick)
Intercultural Development Inventory (IDI), https://idiinventory.com CUNY library faculty and staff are invited to take the inventory Summer 2023. Hart sent out a document for signing up for an inventory slot:
https://docs.google.com/spreadsheets/d/1FjZjDV9oKfei8L2bH1XnR1SFNsUBZG1gpZCbJ427ve0/edit#gid=0

The inventory is administered by a trained professional and has been widely used. The 50-item questionnaire is expected to take 15-20 minutes. Individuals will receive their personal scores and program planners will get group results to maintain anonymity.

CUNY has inventories available for 65 participants.

CUNY is to participate in an anti-racism immersion institute Summer 2024, contingent upon funding.

The purpose of the program is to teach librarians and other library staff to better deliver services to students of color.

The program is delivered in one week of online work and face-to-face work after which participants will be part of a cohort for regular meetings and programming. Libraries are encouraged to send participants.

There is a focus on organizational structure, specifically organizational culture, to effect change in recruitment and retention of people in the profession.

August 2023 there will be an in-person NY-based conference.

John Jay in-house library survey (Bladek, Kiriakova, Okamoto)
Survey presentation:
https://docs.google.com/presentation/d/1QQ6RNJ9TJ_wmc4kn1udjtbaNUAAciD2xVZpLEw
ZsdJI/edit?usp=sharing

In-person survey that is conducted mid-November for a week. The survey is edited each collection period to capture emerging trends.

Data collected is used for making data driven decisions and getting the attention of the administration.
> As a result of the survey data, the library was able to access some technology fee funds for improvements such as outlets, charging stations and desk lighting.

Funding was secured to offer survey participants MBJ gift cards by raffle.

A survey caveat: library use is not collected for remote students.

Hart wants to make this survey CUNY-wide as well as recognize the work of John Jay library staff that may be called upon to help extend the survey to other campuses.

Smale--it might be of interest to share survey findings with a subgroup of the CUNY Committee on Academic Technology that has been working towards getting every CUNY undergraduate student a laptop.

The survey presentation also prompted thoughts about planning and policies surrounding the use of group study spaces; tech fee proposals and usage; printing in libraries from personal computers (wi-fi printing); and ways to keep abreast of the ever-changing needs of students.

Fines/Fees Task Force, Fulfillment Committee (Dreyer, Smale)
Fines and fees proposal eliminates all late fines and fees except those for equipment.

Establish unlimited renewals.
Turn on auto-renewals.
Extend the time it takes for books to turn lost to 60 days.

There are concerns about choosing which books to replace and securing/locating funding for replacements--particularly for reserves. It's possible that resources could be pooled so that missing items at one campus are "replaced" within the CUNY-wide collection and remain available to students.

The proposal policies are to be a year-long pilot after which they'd be assessed specifically surrounding the question of if eliminating fees have a positive or negative impact on CUNY libraries. These policies have been piloted at BMCC for 5 years. Important to clarify that proposed policies will be piloted and evaluated.

The Coordinated Collection Development Committee work can help to inform which books to replace.

There are two separate simultaneous tasks for fines and fees task force:
Proposal and resolution for the Board of Trustees.
Evaluate what proposed policies look like in action.

Dreyer: Equipment fees are unrealistic for students to pay. Libraries don't keep some of the fees that could be collected.

Mention that the board may see fines and fees as a way to generate revenue.

Some concerns raised by the Fulfillment Committee encourage increasing and improving communication between staff and leadership, boosting staff morale, as well as positive changes to organizational culture to support these objectives.

The Fulfillment Committee has also started sending out monthly reports to students about their library accounts.

Suggestion made to work more closely with the Fulfillment committee to flesh out effective policies surrounding fines and fees among other things.

Coding and policy variations within ALMA is an underlying problem preventing a full examination of fines and fees specifically with reserves but also potentially other areas as it limits running robust reports and analytics.

Much labor goes into loaning reserves items which could be optimized so that staff have more time for other types of library work.

Faculty, at some campuses, are out of compliance with regards to reporting their course textbooks in CUNYfirst.

Maintaining collection integrity could be supported by new ways of delivering materials such as digital lending.

A strategic presentation to the Board of Trustees should happen in Fall 2023.

The fines and fees task force should meet over the summer for further discussion with others outside of the task force about the issues raised during today's meeting.

Laptop Lending
CIOs want to get out of the laptop lending business with, possibly, negotiating pricing for different types of hardware and fold the cost into student loans.

Some issues were:
      Central administration's support for laptops for every student
      Maintaining technology loan mechanisms in libraries
      Providing wi-fi access
      Effective coordination and communication with other involved departments

Hart will send solicit for information about laptops in libraries via the CCL listserv.

Meeting adjourned 12:08PM.