

CUNY Council of Chief Librarians

Agenda

Feb. 9, 2021

10:00 AM – 12:00 PM

Attending: Carlos Aguelles (KBCC), Amy Beth (ERAC), Roberta Brody (QC), Jeffrey Delgado (LACUNY), Daisy Dominguez (CCNY), Emily Drabinski (GC), Kathleen Dreyer (BMCC), Greta Earnest (SUNY), Ann Fiddler (OLS), Madeline Ford (HCC), Jeanne Galvin (QBCC), Raquel Gabriel (Law), Barbara Gray (Journalism), Kristin Hart (QC), Njoki Kinyatti (York), Jeffrey Kroessler (JJ), Mary Mallery (BC), Robert Maruca (CENTRAL), Michael Miller (BCC), Stephanie Margolin (LILAC), Steven Ovadia (LAGCC), Kenneth Schlesinger (Lehman), Maura Smale (NYCCT), Amy Stempler (CSI), Judith Schwartz (MEC), Allie Verbovetskaya (OLS), Meg Wacha (OLS), Michael Waldman (Baruch), Megan Wacha (OLS), Clay Williams (Hunter),

- I. Call to Order
- II. Approval of December minutes – 3 min -- Approved unanimously
- III. Moment of Silence – COVID19, respect for Black Lives Matter, and protest movements - 2 min.
- IV. Announcements – 5 min. – Welcome Jeffrey Kroessler, who is Interim at John Jay. Welcome to Associate University Provost Bob Maruca
- V. Discussion with Associate University Provost for Planning, Bob Maruca – 30 mins.

Discussion

1. Could you share an overview of the state of CUNY and where Libraries fit into Office Academic Affairs' post-covid vision for CUNY? Is there anything you can share about funding, and the new stimulus plans?

Answer: Maruca stated he would give plans for fall reopening, status of overall budget for CUNY, and address OLS staffing

Reopening:

- Colleges should announce to plan reopening and offer substantial more in-person instruction in Fall. Much more to be done to make it a reality, colleges have their own reopening plans, and are working through the issues. For the libraries, all share common platform and untested in real world and will have to coordinate things due to new platform and policies. Some policies like study areas and quiet areas, will be local in nature, but others will need to be carefully coordinated across CUNY, so invites the CCL to share practical issues regarding reopening and provide any recommendations to him. Executive Vice Chancellor team (EVC) and new deans are briefed on the recommendations.

- Budget remains constrained, but improving. State had withheld 20% of budget and converted to 5% reduction applied to both current and next fiscal year 21 and 22. The state budget resumes the predictable increase of 200.00 per year increase in tuition (one per year) through 2025. Tuition increases need to be approved every year by BOT, but fact that state puts it in budget allows us to plan ahead and feel have some budget stability moving forward and pretty good news that 20 converted to 5% cut, but not unsubstantial considering where we're going from.
 - City include 77 million dollars fiscal cut for Community colleges in 22; enrollment drop average for 5% across CUNY. Community colleges larger drop than others, but an increase in graduate programs. Enrollment affects us in different ways; but substantial reductions at some community colleges of 15% or more in enrollment affects base allocation from state, so substantial concern for community colleges.
 - December Federal Relief Act will provide more than 400 million dollars to CUNY as a whole. Relief goes to each individual college at CUNY based on the accreditation status with middle states, so schools like School of Public Health, under the Grad Center is allocated under them. But Relief Bill will give more than 400 mil – 118 million of that goes directly to students; remainder to CUNY (up from what we go in Cares Act – 336 to CUNY, 118 to students, 118 to colleges). Have substantially more flexibility with current round of relief than we did in the CARES act. May get us through some edges of budget constraints, but one time aid needs to be mindful of going forward as one time infusion.
- Staffing in OLS is down substantially in last three years, and we've lost key positions in the last 6 months; looking to fill positions. Search for Dean has started; plan to replace Budget and Collections and to hire a collaborative systems librarian. Other positions within OLS to fill over time; lot of work to be done and few people in OLS to do it. Trying to now work through difficult period right now, and while at low point right now, confident to build it up from here.

Follow up: Do you have a sense from CARES act and Relief act – do they have to be spent by end of year?

Answer: CARES act, about 18 months to spend money; will need to spend that down on the CUNY side by close to end of year. Unsure re: December Act, but likely between 1 – 2 years.

Follow up: And with OLS – also have substantial issues with other campus librarians

Follow up: With new funding, is it less difficult to spend? (Had issues with getting things reimbursed under CARES act). How do you anticipate it will be sent? Can it go to ongoing expenses?

Answer: Not necessarily just one time, but if e.g. you use it to hire a staff member, that's ongoing, need to have a plan for future funding for that position. Need to plan accordingly for things.

2. Can you please share an update on the OLS searches?
 - a) University Dean
 - b) Systems Librarian (replacing Kevin Collins)
 - c) Head of Budget and Collections (replacing Nancy Egan)

CCL noted that all of the Libraries have their own vacant faculty lines and staffing shortages. PSC Library Faculty Committee reports that library workers are concerned these long-term staffing shortages at OLS will result in more work for campus libraries.

See answer above for Question 1 for Maruca comments.

3. What is your knowledge/sense of the budget commitment for coverage of electronic resources and eReference services in particular going forward into next academic year?

CCL noted that budget cuts at campuses are happening and will likely continue.

Answer: In state budget, 4 million OER allocation renewed, and cut in current year (10%) restored. For e-resources, spend about 4.2 million a year out of OLS budget, and when OAA Academic Affairs, and got its' cut this year, the e-resources were included in that cut, and Maruca informed budget office that we purchase on behalf of all campuses, and cuny wide. Was told they would restore the e-resources portion of budget for current fiscal year. Confident they'll follow through on that. Doesn't know what OER is for next year, close to same anticipated; may have increased costs from vendor as usual and might have to make tough decisions and/or find other finding.

Reason buying all e-resources for all of CUNY is because think it's a good financial decision and getting good prices for all of CUNY that most of us need. Always argued it's counterproductive to reduce Central Office expenditure as many of us would have to buy resources on our own for a higher price and some procurement time and effort in it that would be better done centrally. Thinks that argument will prevail.

Follow up: Trying to get Press book contract through – anything on that?

Answer: Reraised it recently, frustrating hasn't been able to get it through so far; hopeful, as have funding for it, and hoping we have press books content ready for next year. Will continue to work to get that contract approved.

4. Are there concerns within CUNY Central that by not giving campuses a budget, they're not going to be able maximize ROI? How is Central assessing its budgeting

process? While acknowledging this is a unique moment, extenuating circumstances seem to make planning and reflection all the more important moving forward.

Answer: Referring to budget allocation to campuses/colleges for first 7 months, that went out Dec. 3. That provided budget through January. This week sending out allocations for month of February, then Board will have something submitted to them for funding for rest of fiscal year. Agrees and Chancellery agrees not the ideal way to allocate funding. E.g., in OAA, difficult to plan. Has been a very difficult year due to unusual circumstances of public health emergency and need to change how we operate our services – like the VRB, temporary measure, not the way we should be doing things moving forwards. Hopefully in June or July, will get back to full year budgets and of doing things.

Follow up: Central sending budget to Board this week – do you know when it might be approved or sent to campuses?

Answer: Don't know. Think should have them by end of month, but based on informal conversations.

5. Campuses are finding Central's Vacancy Review Board for approving campus hiring to be cumbersome and bureaucratic. It also undermines local campuses' ability to make decisions in their best interest. Given slightly improved budget outlook from Albany - does Central plan to suspend these procedures at any point - and return rightful authority to the campuses?

CCL added: Can you share something regarding how much longer the VRB will be in place?

Answer: Have not heard that VRB will be disbanded; created for temporary fiscal emergency, so not permanent, but when it will be disbanded, not sure yet.

6. Unfortunately, there have recently been delays and issues with Procurement contracts getting stuck in Legal - which impacts the Libraries' ability to provide timely research services to CUNY students and faculty. How might you be able to support the Libraries in addressing this?

Answer: Some issues preceded pandemic. New General Counsel (GC) who wants to do things a bit differently. There is a new chief Procurement officer who wants to do things in a more mindful efficient way. Think we'll eventually have a more streamlined business. This year had traditional way of doing things, state contract issues that have been worked with over time. Hope things

Follow up: Would it be beneficial for those individuals to work a bit more closely with us (some of us are lawyers) to inform them of the special issues with libraries?

Answer: can you give us an example?

For example: Questions about CUNY Content and ownership and models of portal access vs. content ownership and fees.

Answer: Sounds like something that we should address and tried to embrace more open modes of work, so happy to work with the new Dean of Libraries and Council on and Procurement and General Counsel's office.

7. Have you had an opportunity to review CUNY Libraries' COVID-19 Task Force Reopening Report? What was your response to it? Can you pledge to work in tandem with us to guarantee a safe, coordinated, system-wide Reopening Plan in the best interest of the University?

Answer: Yes, read when issued, and need to re-read again. Welcomes our recommendations on Fall re-opening and use what created in summer as a basis and where we go from here.

Follow up: Have a sense of what aspects of reopening that Central would prioritize for libraries?

Answer: What they're hearing from students is they don't have a quiet place to study. Giving them somewhere to study is the most important priority; providing access to reserve materials for the fall. We are all closer to students than he is, and wants to hear what we think as well.

VI. Ongoing business

1) CCL Goals for FY21 (Updates) - 20 min.

CCL Goals document:

<https://docs.google.com/document/d/1ZvoKWPNU3Tixg6aD07zxUdpfrGLXyhVqWD3G4J7t5xc/edit>

(i) Coordinated Re-opening of Libs. – Smale

Committee that drafted original reopening report will be working on updating.

Discussion on reopening plans some campuses are working on with several libraries sharing thoughts.

Smale mentioned that from PSC Faculty Meeting/CCL, requests that we have more frequent communication from CCL to CULibs. Will be working on getting information gathered together and a quick spreadsheet that can be shared. Library Faculty Committee wanted it to be shared with all library faculty, not just CCL.

Discussion on eligibility of library faculty/staff on eligibility for vaccine.

(ii) Self-Care: Work Safety & Chief's Info – Ovadia / Smale / (Williams?)

Had a nice conversation for self-care a week or so ago. Will send out a doodle poll for another conversation and strategies to take care of themselves.

Good conversation, looking forward to another one.

(iii) Staffing (OLS & Indiv. Libs.) – Miller

Folded into PSC library conversation.

In March, will have template for recommended staffing pattern, and hopefully can put out for comment before next meeting so can be prepared to discuss things. Effectively with all layoffs last year, budgets reduced.

(iv) Tech Fee Guidelines (Restore 10%) – Miller

Still don't have budgets, so can't speak to tech fees. At least one campus is still submitting items for renewal, and they keep getting approved. So e-resources are going through. At some point, when budgets become real again, should address tech fee support.

(v) Coord. Colls. Mgt. – Mallery / Hart / Williams

Had meeting Jan. 29 (Ovadia, Hart, Williams, Mark Monique from OLS, Mallery). Talked about how to do survey, still working on it. Will review with CCL after that, also will touch base with ERAC, Assessment, etc. Focusing on print collection for guidelines to develop coz coordinated collection development could involve a lot of folks. Next meeting Feb. 25.

Question: With print going increasingly digital, and reference going digital. Can you say more what informs focus on print?

Answer: Charge put forward last time, trying to do as much as can in one year. Biggest concern (and heard from senior libraries) was to assess the overlap of print materials within CUNY. Too much to do also electronic stuff as well.

Down the line, e-resources are something want to look like, but are doing better than most places, especially with STEM.

2) Personnel & Professional Development Committee – Schlesinger, Drabinski

Personnel & Professional Development Committee

Sent out draft announcement for proposed announcement for Universal Design. Now have link. Will send out link and publicizing in March. Also, will reach out to professional committee to see if they want to co-sponsor.

i) Diversity & Inclusion Task Force – Drabinski - 5 min.

Sent out invite to Spring event on CULibs a few times, and talking about barriers to equity and inclusion at March event and having break out rooms. Will meet with break out leaders about it. CCL meeting the Monday after, so hoping to bring some stuff forward to CCL to discuss then.

3) Office of Library Services Reports

i) Dean's Report – ??? - 5 min. – no Dean.

Smale stated that the Search Committee met and an applicant pool was certified, so the search is moving forward.

ii) Library Systems – Verbovetskaya – 5 min.

Sent report. Roland Samieskie got invite to join IP advisory board. Lots of committee meetings happening; other info on report. Reminder that try to resolve things locally before kicking up to OLS.

Comment that in ERAC, folks understand how strapped OLS with, and thanks to you and OLS for all you do.

iii) OER – Fiddler - 5 min.

Please refer to distributed reports and let Fiddler/Wacha know if any questions via email. OER funds should be on campuses soon.

iv) Schol. Comm.: OpenLibrary, etc. – Wacha - 5 min.

See above.

v) ERAC – Beth– 5 min.

Report submitted. Continuing discussions within ERAC as to what responsibilities should be handled within committee and how to approach them.

4) Liaison Reports

i) GSLIS – Brody - 5 min.

Authorized to renew search that stopped last year for professor who specializes in childrens/young adults services. Enrollment is up, almost all courses are closed, so things are going well.

ii) UFS Libraries & IT Committee – Miller – 5 min.

UFS committee has not met since last meeting, so no report.

iii) SUNY share out / report – Earnest – 5 min.

Chancellor of SUNY focused on testing. Everyone required on campus to test once a week. SUNY just gave 120k to SUNY upstate medical at Buffalo to increase capacity and speed of saliva test, should be up by March 1. All SUNYs altered calendars and started later than normal. Many not doing a Spring Break. Eligibility of vaccine – no SUNY wide announcements of that. At FIT no vaccines received. Similarly, library staffing is down with hiring freeze. Down 20%. Partially open at FIT, 12 people going in, but not open to students. Everyone going in is being tested 1x a week, and specific protocols if test positive and who gets told. But some tensions coz not everyone knows who has COVID, and contact tracing. Keep in mind as perhaps opening up, making guidelines that schools have in terms of what people are compelled to say and where privacy issues.

Question: Are tests being done on-campus?

Answer: Yes. Free, tested on campus once a week, or show that they were tested elsewhere.

Question: Will consortium attempt to have an e-meeting this spring?

Answer: Unsure. Will follow up.

iv) LACUNY – Delgado – 5 min.

LACUNY multicultural diversity roundtable finished up their seires on libguide. Planning institute sent out Request for Proposals. Dialogues this year on Feb. 19 from 2 – 4, sent out after this morning. Once again encouraged CCL support of CCL mutual aid fund.

v) LILAC – Antobam / Margolin – 5 min.

No report today, meeting tomorrow for first time tomorrow. Each campus can send 1 or 2 reps to LILAC, be in touch with them to add folks. Encourage attendance, very helpful.

Question:

What are the instructional issues that folks are seeing?

Answer: Not so much individual issues, but more of idea sharing – things like collecting lesson plans, best practices for teaching remotely. Trying to build modules and tools for cross campuses, but doesn't work too well. So more so ideal sharing.

VII. New Business [No Exec. Session]

- 1) Other
 - a) PSC Library Faculty Meeting

Overview

- PSC put out a survey before meeting, and concerns they have are ones we have: Budget, personnel, reopening.
- Some requests of us as Chiefs:
 - Increased communications (we post agendas/minutes on Academic Commons)
 - Question re: OLS reports posted to CULibs as well. More sharing might be helpful?
 - Things that University Dean used to share, and without one, concern nothing shared. Said Exec would try to do so in absence of UD.
 - Advocacy for library concerns. What could we help them do?
 - Said we would try to work with them to create documentation that could help.
 - E.g. Shirazi document with personnel.
 - Question of whether any other advocacy documents we could create to share on campuses.
 - Group also wanted us to meet more regularly this year because of these times, so will try to meet monthly.
 - Came up about how some may not know how some folks could advocate more for their libraries etc. Question regarding whether Chiefs should get advocacy training to help assist with things.
- PSC Concerns regarding reopening – Jan. 5 Chancellor meeting; Jan 11 meeting with them. Lots of concern that we'd be 100% return in fall, but told PSC that it was communicated that local campuses need to figure it out themselves. Told them reconvening task force. Main objective: What do we need to reopen safely and minimize risk.
- CCL Discussion about the above points:
 - Underlies repeated suggestion that the Dean position needs to report directly to Chancellor Cruz. Have raised this with search committee a few times, but unsure if heard.
 - Concerns reopening recommendations document too long.
 - Each campus is different, and with Chancellery leaving it up to each individual campus, unsure how much support will be given.

- Do we need to think of communicating in a more effective manner the framing of the impact of what the libraries do? (e.g. advocacy and/or education on how we provide civic understanding, etc.)

b) CCDA

Update on who has already received funding, or who's gotten notice of it.

VIII. Local News

Some campuses are slowly moving towards Step 1. Depending on the campus, some are being told that no staff can go in. Drabinski: GC at step 1 of reopening plan.

IX. Good and Welfare - All: 5 minutes

CCL Meetings AY'20-'21: *Spring* 3/8, 4/12, 5/10