Council of University of Arkansas College & Research Libraries (CUACRL) Meeting
UA System Office, Little Rock
April 19, 2017

Attending:
Carolyn Henderson Allen, Dean of Libraries, University of Arkansas, Fayetteville
Jessie Burchfield, Law Library Director, School of Law, University of Arkansas at Little Rock
Daniel Boice, Library Director, University of Arkansas at Monticello
J. B. Hill, Library Director, Ottenheimer Library, University of Arkansas at Little Rock
Nadia Lalla, Associate Provost for Library and Student Services, University of Arkansas for Medical Sciences
Anne Liebst, Library Director, University of Arkansas at Fort Smith
Brenda Miner, Library Director, University of Arkansas Community College at Rich Mountain
Jerrie Townsend, Library Director, Phillips Community College of the University of Arkansas
Jay Strickland, Library Director, University of Arkansas Community College at Batesville
Randy Thompson, Library Director, School of Law, University of Arkansas, Fayetteville
Relinda Ruth, Library Director, University of Arkansas Community College at Cossatot
Rebecka Virden, Library Director, University of Arkansas Community College at Morrilton
Georgette Wiley, Associate Library Director, John Brown Watson Memorial Library, University of Arkansas at Pine Bluff

Molly Boyd, Assistant to the Dean of Libraries, University of Arkansas Fayetteville

LIBRARY UPDATES

University of Arkansas School of Law, Fayetteville
Randy Thompson reported that they had just hired a new Serials Librarian and a new Electronic services librarian.

University of Arkansas at Fort Smith
Anne Liebst reported that in her first six weeks on the job, she had completed the budget for next year, and is working to meet with people across campus.

They submitted a CLEAR grant to process materials related to the Vietnamese relocation center at Fort Chaffee.

University of Arkansas at Little Rock
J. B. Hill reported that the new brand for the University of Arkansas at Little Rock has been launched. They are conducting searches for a discovery metadata coordinator and a student success coordinator. Budget cuts continue.

The library arranged programming for Open Education Week and are setting up an Open Educational Resources program with awards to faculty to be generated by a grant proposal. They are working on a E-learning partnership program.

Personnel are also working on a web redesign project utilizing usability testing and working with a class for student perspectives.
The archives received a grant to process the papers of Jim Guy Tucker.

**University of Arkansas for Medical Sciences**

Nadia Lalla reported that they had hired a digital initiatives librarian and are working on processing the Edith Irby Jones papers. They are also creating a traveling exhibit of select Jocelyn Elders Papers.

The clinical services librarian attends rounds with interns.

They are conducting a job search for a 3/4 metadata librarian, entry level.

They are working with others on the learning commission accreditation for UAMS, with the library fielding questions about OER, text book collections, and staffing. They are adding new programs but not new librarians.

The Disability and Title 9 Coordinator is working with the library to make changes to traffic flow for ADA compliance.

**University of Arkansas at Pine Bluff**

Georgette Wiley reported that the John Brown Watson Memorial Library System celebrated National Library Week with activities that kicked off Monday, April 10, with an engaging keynote presentation by Julius C. Jefferson, Jr., Section Head of Knowledge Services, Foreign Affairs, Defense and Trade, and Congressional Research Services for the Library of Congress. He was introduced by Carolyn Ashcraft, the Arkansas State Librarian. The History of National Library Week was explained by LaMoya Burks, a library instructor for Texarkana College. During Monday's celebration, Laura Whitehead, the new Pine Bluff / Jefferson County Public Library Director, was welcomed as the newest member of the UAPB Library Committee, a standing committee.

National Library Week activities continued Tuesday with a presentation by three UAPB associate librarians who focused on Twenty-First Century Technology, library e-books, audio books and the library's LibGuides. Community outreach was the focus of National Library Week activities that continued Wednesday with a presentation by Donna Daniels, Government Documents Librarian at the University of Arkansas, Fayetteville, with a feature presentation on Alzheimer's disease. Since many of the audience members were what is called "sandwich" caregivers, caring not only for children or grandchildren but also aging parents, Daniels was well received and appreciated for the compassion she held for audience members. National Library Week activities ended Friday with a workshop for student assistants that addressed best practices with library resources and services.

During the 2016-2017 academic year, the Library has provided hands-on support for the accreditation site visit for UAPB's overall accreditation, as well as the divisions or departments of Nursing, Music, Mass Communications, Biology, Addiction Studies, and General Studies. The Library System has used a cooperative structure with library faculty and the academic faculty to prepare for these site visits.
In conjunction with the UAPB Human Resources Office and the Office for Academic Affairs, the Library held a UAPB Management and Library Retreat for the academic faculty and the para-professional staff at the beginning of April. The retreat focused on promotion guidelines and tenure procedures as well as protocol, professionalism, and collegiality.

The UAPB Library continues to focus on Open Access Educational Resources through the Circulation Department and Resource Manuals completed for accreditation site visits, and development of a Library Ancillary Fund to supplement the University's E & G budget for needed resources for services not covered in the library's current budget.

**University of Arkansas Community College at Morrilton**
Rebecka Virden reported that with direction from State of Arkansas Department of Finance and Administration Office of State Procurement Marketing and Redistribution Manager David W. Justice, the community college signed a contract with Better World Books to dispose of deselected materials. However, when Rebecka followed up with Marketing and Redistribution, she was told that David Justice retired and not to send any books to Better World Books.

The Library's role has expanded to include New Student Orientation for the campus, which is required for all new incoming students. Between the fall and spring semesters, 1000-1200 students participated in New Student Orientation. Using LibGuides, Rebecka developed an online version of the Orientation with text, images, and videos. Students can now choose whether to attend an online or on campus version of orientation.

**University of Arkansas Cossatot Community College**
Relinda Ruth reported that they have only eleven part time staff to cover three campuses. She oversees tutoring, library services, and textbooks for the college. They are revamping the tutoring system. Currently they have two tutors for each campus.

They are working to promote library resources with undergraduate students. They are improving the library, with database use rising. They have created a YouTube channel for instruction tutorials.

The TLC is working to improve the web page, and they are building and acquiring LibGuides.

On the two-year budget for textbooks, they will break even with costs. It has been three years since they implemented the textbook program. They are offering an OER incentive of $1000; 30% of their courses are OER. They have developed stricter guidelines for developing OER courses for Blackboard. Faculty who receive awards are required to attend training.

**University of Arkansas at Monticello**
Dan Boice reported that they have hired a new Electronic Resources / Serials Librarian.

The main floor is now emptied of printed volumes and public computers in preparation for the development of a Learning Commons. The volumes were moved to the second floor.
The Higher Learning Commission focus is increasingly on assessment of co-curricular activities and offices.

**University of Arkansas Community College at Rich Mountain**
Brenda Miner reported that the Johnson Commons was opened in 2013, which is their student support program with a computer lab and tutoring. They are a small college, rural and isolated, and she is happy to have the opportunity for networking.

They have a new web site.

Brenda is meeting with area librarians and Carolyn Ashcroft.

**University of Arkansas, Fayetteville**
Carolyn Allen reported that the OER fund sponsored by the Libraries and the Global Campus awarded five OER awards for projects in 2017. Three were a $7000 award for developing an OER course, and two were $3000 awards for developing materials for courses in various fields.

**Phillips Community College of the University of Arkansas**
Jerrie Townsend reported that they are engaged in recruitment for new students, with a good enrollment for summer and fall already.

The library personnel participate in orientation, which is required for students.

The vice chancellor talked about the library's involvement in OER, which was encouraging.

Jerrie will be retiring on July 31. The job description for her replacement is not posted yet.

**Law Library Director, School of Law, University of Arkansas at Little Rock**
Jessie Burchfield reported that they just concluded an ABA site visit, which was mostly positive. The library elevator is out of order and is not ADA compliant.

Last July, they had a water line break in the IT department and computer lab. They lost two computers, and it was mid-September before the lab repairs were completed.

They have a systems and metadata librarian intern.

Their dean resigned in April and they currently have an interim dean.

They emailed students and faculty during National Library Week highlighting a library service or materials each day. They put out treats in every department and invited visitors to "follow the trail of treats."

**COMMITTEE REPORTS**
**Digital Initiatives Task Force**
Report Date: Monday, April 3, 2017
Task Group: CUARL Digital Initiatives Task Force
Prepared by: Amy Allen and Martha Parker
ACCOMPLISHMENTS THIS QUARTER
During the first quarter of 2017:

1. Identified the two goals to pursue to begin fiscal 2017, which are
   a. Identify materials from each UA campus to be digitized
   b. Implement a scanning program, with materials to be scanned in support of faculty programs

REQUEST FOR INFORMATION

The task force would like more direction from the board as to the expectation of the finished product for the following goal: “Implement a scanning program, with materials to be scanned in support of faculty programs”

Questions from the task force members:
• Is the intent for each institution to scan materials associated with faculty presentations going forward?
• Is this goal to form individual programs at each UA campus or a joint program?

ACTIVITIES

1. We are now in the process of identifying the materials to digitize by campus.
2. We will look for potential collaborations and decide if there is a potential for digital publication of the selected materials.
3. The scanning program will be designed once we know the board’s expectations.

SIGNIFICANT PROGRESS THIS QUARTER
• Identifying materials each campus would like to digitize.

QUARTERLY PROGRESS REPORT VARIANCES
We do not have any variances to report at this time.

CUACRL members reviewed the charge in response to the question asked on the committee’s quarterly report, Is the intent for each institution to scan materials associated with faculty presentations going forward? The decision was to change the wording of the bullet point in the charge from “Implement a scanning program, with materials to be scanned in support of faculty programs” to “Implement a scanning program, with materials to be scanned in support of teaching and research.” It was noted in the discussion that this bullet point was not meant to supersede any other bullet points or initiatives, including creating digital resources that highlight unique resources from each campus or locale or to provide collections of interest to a larger audience, such as the UA digital collection of the buildings and their namesakes. This project does not directly support teaching and research but is of interest and valuable in promoting the institution or region, and therefore, is suitable for this committee to pursue.

Educational Portal Committee
Members of the Task Force have been watching for opportunities to promote the website, mostly by identifying workshops or conferences for teachers or school librarians and having promotional materials available for those events. They will be reporting to the System Office at the end of June. The portal fits with the University System's mission to serve the state of Arkansas.

**Resource Sharing Committee**

A Task Force led by Mandi Smith of UA Fayetteville compiled a packet describing collective packages from AVON (Academic Video Online) from Alexander Street Press, and from EBSCO, including the former Traveler products from Ebsco and CINAHL. The group reviewed the package deals and agreed to pursue them with some changes, which will provide some minimum standard resources for all campus and will be particularly beneficial to the community college campuses.

Background on pricing: Arkansas State Library dropped EBSCO, as did several other states, and now subscribes to ProQuest on behalf of the libraries in the state. The Vice President of Biomedical sales at ABSCO said they made more money after the cancellations by changing the pricing to individual schools rather than the consortia. CINAHL and ERIC are still widely sought. Nadia sits on the BioMedical Advisory Board at EBSCO.

The deadline to pursue the EBSCO package is May 10, with at start date of July 1. By that time, each institution should investigate how much they currently pay for their EBSCO subscriptions, whether their budgets will support the FTE cost as listed on the proposal, and whether they would need a subsidy to make up the difference.

Six institutions opted in to the AVON Academic Video Online package.

Dan would like to see a similar pricing model prepared for the Arkansas Democrat-Gazette access through NewsBank.

**Human Resources Committee**

The Human Resources Committee has successfully secured group pricing through ALCTS for their virtual ALA preconference in June titled “Diverse, Inclusive, and Equitable Metadata.” This two-day preconference, held on June 6th and 7th, is comprised of two sessions with two presentations in each session. Click [here](#) for more information on each session.

The pricing structure for the complete series is as follows: $209 (the flat group rate) for the first group login and $110 for each additional CUARCL-member institution at a savings of nearly 50% off the usual cost for this preconference. The University of Arkansas, Fayetteville will pay for the first login and invoice each library for the additional seat.

Please let Committee Chair Jeff Banks at UAF ([jbbanks@uark.edu](mailto:jbbanks@uark.edu)) know by next Friday, April 21st if you would like your library to attend this virtual preconference. He will coordinate with ALCTS to register and pay for our group. Once he receives them, he will provide you with the link and invoice the $110 fee for each of you.
Also let Jeff Banks at UAF (jbanks@uark.edu) know if you have any other organizations that provide training that we can negotiate with to achieve a savings for us all. It is more cost effective for us to bring trainers to a close location than to send personnel somewhere else for training.

Some possible training topics are:

- Digital rights management
- Joint academic and county libraries
- Publisher restrictions on in house use only for digital titles. What would it cost for community access?

Updates to the below action items are marked in red.

**Topic 7 Action Item 4:** Charge HR Committee with exploring the feasibility of establishing a CUARL staff fund for training, travel, membership, or service in national organizations.

In discussing this action item, members of the committee expressed concerns about the sourcing of the funds (i.e. who would be responsible for providing the funds). Members of the committee proposed an alternate approach of sharing training outcomes via email or creating a repository of training resources that can be shared by those who were fortunate enough to secure funding to attend training session. It was also suggested that we consider conducting training sessions on the information they learned to interested parties. The University of Arkansas Libraries-Fayetteville has been successful in bringing in training opportunities to the State from national organizations such as the Society of American Archivists and the Association of College and Research Libraries. We are hosting three sessions this spring: two SAA sessions (Photographs: Archival Principles and Practices – April 10th; Privacy and Confidentiality Issues in Digital Archives – May 24th), and the ACRL Research Data Management Workshop (April 4-5). We have secured a group pricing structure for the ALCTS virtual ALA preconference on June 6th and 7th which will save each institution nearly 50% off of the regular price for this two-day preconference. (see attached). We will be registering CUARCL-member institutions in two weeks. We are also currently working with the Library of Congress to bring in a 5-day NACO training session which will be open to CUARCL-member institutions. This fall, we will be hosting another SAA session, Describing Archives: A Content Standard (DACS) on October 6th.

[For AIs 5 – 8]

At the request of Governor Hutchinson, the Office of Personnel Management is currently reviewing and revising the pay plan for classified employees in the Career Service Pay Plan which was adopted in 2009. Although not confirmed to this point, there is a strong indication that the revised pay plan will increase the salary levels of each grade and the associated titles. We should have more definitive information in January which will provide updated salary information on which to base a comparison to national standards. Governor Hutchinson recently signed House Bill 1785 establishing Act 599 of 2017, effective July 1, 2017. The purpose of this act is to create regular salary procedures and restrictions specifically for classified positions in higher education. This act will move the state oversight of classified positions in higher education institutions from the
Department of Finance and Administration (DFA) and the Office of Personnel Management (OPM) to the Arkansas Department of Higher Education (ADHE) on July 1, 2017. We will continue to monitor the situation to determine what option this move affords us.

The oversight of classified positions moving from the DFA to the ADHE could affect staff, although we may not see any change until fiscal year 2018. We need to develop standards for library staff that is more accurate than the state's job titles and descriptions, and let the system negotiate on behalf of the academic libraries with the ADHE. UA Fayetteville restructured the classified salaries this year, but are still uncertain whether there is adequate funding to meet new levels.

The Office of Personnel Management has many resources and training opportunities, are staff are willing to travel to your location to conduct training.