SYSTEMWIDE LIBRARY AND SCHOLARLY INFORMATION ADVISORY COMMITTEE
LIBRARY PLANNING TASK FORCE

April 20, 2011
2:00 – 3:00 p.m. (PST)

MEETING NOTES

Attending: Lucas (chair); Farley (consultant); Greenstein; Meyer; R. B. Miller; Schneider; Schottlaender; Waters; Wolpert
Absent: Cogswell; Doyle
Support: Lawrence; J. Miller

1. Objectives for today’s meeting

Notes from the April 7 meeting were approved as written. Lucas indicated that the primary objectives for today were to discuss outcomes of the consultation with the Council of Vice Chancellors and review the latest draft of the Task Force Interim Report with the goal of moving it to final form.

2. Reports on consultations: Council of Vice Chancellors 4/19/11

Lucas reported that he discussed with COVC the overall recommendations of the report and, in particular, the proposed framework for planning, consultation and decision-making with emphasis on the proposed roles for the Council, and found no resistance and a general sense of endorsement. Lucas reaffirmed that the basic concepts of the institutional framework were still accepted by the Task Force, and indicated that he felt it likely the COVC would want to make the libraries a standing periodic item on their agenda.

3. Review of revised documents: DRAFT Interim Report, v.4

Several revisions to the draft report were suggested, most minor. Among the more significant points:

- In the executive summary and action recommendations, change the usage from target “savings” to projects that “offset anticipated budget reductions.” Review and revise the usage of “savings” elsewhere in the document as required.
- In the description of “Planning, consultation and decision-making” steps in the executive summary and action recommendations, add two steps indicating that the process culminates in (a) endorsement from COVC (with recommendations) empowering CoUL to proceed with proposals and (b) where appropriate, approval by the Provost of proposals for changes in levels and uses of systemwide funding.

R.B. Miller volunteered to assist the staff by providing another close reading of the document prior to submission to the Provost. Lawrence asked that any further comments on the draft be provided to him by Monday, April 25.

4. Next steps (Lucas)

Lawrence summarized the steps leading to the planned distribution of the Interim Report by the end of April. He reported that a small group had begun work on a communication plan and materials, as recommended by the Task Force at the April 7 meeting. As the Task Force members both have an interest in the communication plan and may be asked for their views about the report, the communication plan and materials will be shared with Task Force members in advance of release of the report, and a conference call can be scheduled to discuss these if the members find it necessary.