**COLD E-Resource Purchasing Exploratory Task Force (CERPE)**

Meeting Notes

June 5, 2019

ZOOM 12:00pm

Present: Emily Bonney, Eddie Choy, Tracy Elliott, Del Hornbuckle, Amy Kautzman (chair), Patrick McCarthy, Karen Schneider

Guest: Claire Dygert, CDygert Solutions

* Claire recommended creating two documents: 1) a specific charge document with goals and objectives, 2) a project plan that answers the following four questions related to the task force charge:
  + What are we doing now?
  + How are we doing it?
  + How else could we doing it?
  + What are our best options moving forward?
* Project plan will include two phases, 1) discovery, and 2) synthesis of discovery to include best options. Specific areas of inquiry may include the following:
  + Perform an analysis of 3-yr pricing history of licensed products through the CO to determine average increases and how those compare to other consortia. (Or whatever analysis is recommended by Claire or Eddie)
  + Are there any savings and/or improvement to process to be gained by locating this workflow on a CSU campus as a shared service?
    - Does academic publishing knowledge/group discount purchasing experience allow for a more strategic approach and greater savings?
  + Would multi-year contracts allow for deeper savings?
  + Build a matrix of current and possible partners and approaches, including pros/cons.
    - Ascertain how cost recovery works in all of the programs listed.
    - Which options are open to partnering with the CSUs?
    - Are program fees owned by the subscribers or the agency?
    - What are the pros/cons of moving work to CSU Procurement from Academic Technology Services?
    - Are there significant savings and/or improvement to process to be gained by locating this workflow on a CSU campus as a shared service?
* Does CSU-HR allow for shared, system-wide hires not in the CO?
  + - Can the CSUs benefit by partnering with the UCs via a common procurement approach? (<https://calusource.net/>)
    - Is our current ECC/SCELC system offering the savings expected for group purchasing?
    - How does the current purchasing practice compare to using an outside buyer (Ex: SCELC)?
    - What is the most equitable\* manner to divide costs?
* Emily will explore CSU internal operations including:
* Do other CSU units pay a cost recovery fee in line with what COLD member pay?
* If yes, what is the fee for and what percentage cost per service?
* Goals and Objectives should include:
  + Identify best practices for negotiating and group licensing materials
  + Equitable manner for dividing costs:
    - Cost of eResource Licenses
    - Cost recovery for management and purchasing of eResource Licenses
* Claire will email proposed project plan and goals and objectives to Amy prior to our next meeting on June 19, 2019 at noon over ZOOM.