**LOUIS Executive Board Meeting Minutes**

**Chair:** Stanley Wilder  
**Chair Elect:** Debbie Johnson-Houston  
**Secretary:** Wendy Johnson  
**Time:** 10:00 a.m.  
**Date:** May 3, 2018  
**Place:** LSU-A, Live Oak Rm.

**Members Attending:** ✓ Stanley Wilder, ✓ Debbie Johnson-Houston, ✓ Wendy Johnson, ✓ Tim Stamm, ✓ Eric Johnson, ✓ Margaret Keller, □ Brian Sherman, ✓ Uma Subramanian (BoR)  
**LOUIS Representatives:** ✓ Teri Gallaway, ✓ Darcy Waguespack

**Guests:** Peggy Hoon

---

**NOTE:**

<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Discussions</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Approval of Minutes</strong></td>
<td>Minutes approved.</td>
<td>Eric Johnson/ Tim Stamm</td>
</tr>
</tbody>
</table>
| **Discussion Items:**  
  d. Licensing Workgroup | (Handout) This agenda item was moved up to accommodate guests. Licensing principles were agreed upon in the workgroup with the understanding that legal costs will be incurred, and some vendors may not agree to them or contract with LOUIS if all are implemented. Board members discussed the benefits of the principles presented. LOUIS would offer professional development opportunities for individual libraries regarding the principles. A motion to accept the principles was approved. Law firms were recommended to LOUIS for licensing work and Taylor & Porter were preliminarily chosen. Hourly rates will be charged and the state date is July 1. Law fees will drop significantly once the licensing contracts are in place and only renewals of licenses remain. | ✓ Debbie Johnson-Houston/ Wendy Johnson |
<p>| <strong>a. 2017-2018 Budget</strong> | (Handout) LOUIS staff members have had to change accounting methods and categories from LSU to BoR processes and are adapting. LOUIS will receive approximately $380K in end-of-year funds that must be expended before July1. Since the SAGE EBA was very successful (handout), another EBA is recommended to spend the funds quickly. The $380K must be used for OER projects and one recommendation, besides EBAs, was to subscribe to OERCommons services to create a statewide repository for curated OER content, including course packages with LTI integration (course shells with tests, activities, PowerPoint presentations, etc.). | |</p>
<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Discussions</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The BoR had previously recommended $2.3 million in Reserve operating funds, but now only wants $1.2 million (60 to 80 days) due to BoR leadership changes. The first year salary of a BoR-approved staff addition of an OER coordinator at LOUIS would also come from the year-end funds. Discussions followed and two Board actions were taken: 1. Approval of $75K carry-over funds to be added to the Reserve fund account for LOUIS. 2. Approval of allowing Teri G. to make purchasing decisions for the end-of-year funds after input from the Board via email.</td>
<td>Tim Stamm/ Wendy Johnson Debbie Johnson-Houston/ Margaret Keller</td>
</tr>
<tr>
<td>e. 2018-2019 Membership Fees</td>
<td>Teri G. gave an update on the fee structure status. CLTCC lost its librarian again, and the college is moving forward to find a replacement. There is no indication that any LOUIS member will leave LOUIS.</td>
<td></td>
</tr>
<tr>
<td>f. Fall 2018 Membership Meeting</td>
<td>Debbie scheduled the meeting for October 5 at McNeese.</td>
<td></td>
</tr>
<tr>
<td>b. Strategic Planning Consultants</td>
<td>A list of stakeholders has been sent to the consultants. A focus group is scheduled to meet in June in Shreveport (about 30 people). Another 30-person focus group will meet in Baton Rouge or New Orleans later. LOUIS will send out invitations when a list is compiled.</td>
<td></td>
</tr>
<tr>
<td>c. Regents ALL Plan</td>
<td>(Briefly mentioned during end-of-year funds discussion)</td>
<td></td>
</tr>
<tr>
<td>Other Business:</td>
<td>LUC needs a keynote presenter, possibly an OERCommons person. Tim S. announced that DCC faculty will publish and share an English handbook. They will be paid as adjuncts during the summer semester to complete it.</td>
<td></td>
</tr>
<tr>
<td>Adjournment</td>
<td>Next meeting: July 24, 10:00 at BoR offices in Baton Rouge with transition to new Board members and old Board members in attendance. Move to adjourn approved at 2:12.</td>
<td>Stanley Wilder/ Eric Johnson</td>
</tr>
</tbody>
</table>
LOUIS Board

Stanley Wilder, Chair, LSU
Debbie Johnson-Houston,
Chair Elect, McNeese
Tim Stamm, Past Chair, Delgado
Wendy Johnson, Secretary,
RPCC
Margaret Keller, Member-At-Large, NTCC
Eric Johnson, Member-At-Large, Southeastern
Brian Sherman, Member-At-Large, LSU-S
Uma Subramanian, Board of Regents
Teri Oaks Galloway, Ex Officio

BOARD OF REGENTS

Robert W. Levy
Chair

Marty J. Chabert
Vice Chair

Collis B. Temple III
Secretary

Joseph C. Rallo, Ph.D.
Commissioner of Higher Education

Claudia H. Adley
Blake R. David
Randy L. Ewing
Thomas G. Henning
Richard A. Lipsey
Edward D. Markle
Charles R. McDonald
Darren G. Mire
Sonia A. Pérez
Wilbert D. Pryor
T. Jay Seals III
Jacqueline V. Wyatt
Adarian D. Williams, Student

LOUIS Executive Board Meeting
May 3, 2018, 10am
1201 N. Claiborne, Suite 6-200
Baton Rouge, LA 70802

AGENDA

I. Call to Order
II. Roll Call
III. Public Comments
IV. Approval of Minutes from March 1, 2018
V. Reports
   a. 2017-2018 Budget
   b. Strategic Planning Consultants
   c. Regents ALL Plan
   d. Licensing Workgroup
   e. 2018-19 Membership Fees
   f. Fall 2018 Membership Meeting
VI. Other Business
VII. Adjournment

The Board of Regents is an Equal Opportunity and ADA Employer
LOUIS Executive Board Meeting
Attendance Sign-In

Chair: Stanley Wilder
Vice-Chair: Debbie Johnson-Houston
Secretary: Wendy Johnson

Members:

Johnson-Houston, Debbie

Johnson, Eric

Johnson, Wendy

Keller, Margaret

Sherman, Brian

Stamm, Tim

Subramanian, Uma

Wilder, Stanley

Ex-Officio Members:

Teri Gallaway (LOUIS)

Cathy Sicard (LOUIS)

Guests:

Peggy Noon