AASHTO RAC CCTF TKN Working Group Meeting Minutes 7/12/2018 10:30am-12noon CT

Co-Leads: Jennifer Harper (MODOT), Renée McHenry (MODOT)

Participants: Sue Sillick (MTDOT), Carol Paszamant (NJDOT), Kathy Szolomayer (WADOT), Michael Molina (OKTL), Enid Whyte (WYDOT), Laura Wilt (ORDOT), Cindy Smith (MSDOT), David Ooten (OKDOT), Kimbrali Davis (NJDOT), Marie Manthe (KDOT), Hafiz Munir (MNDOT), Megan Swanson (IDOT)

Minutes prepared by: Renée McHenry, revised 7/30/18

Status: AASHTO E-Pubs Letter

I sent out an invite on TRANLIB for anyone to join us for this part of the discussion. The letter was discussed at the 5/23 Executive Committee (EC) meeting. We got a reply on 7/3. They voiced concerns about the cost of a customized solution. Their tone seemed alarmist. Not all recommendations have a cost component. We have already shared "best practices" which are really more like coping strategies or workarounds in the LibGuide. They are also assuming that if they hear no complaints, then things are ok (which may not be the case). Bud requested more feedback from EC members (due 7/20) to determine if further discussion was warranted when the EC meets in late September.

I sent an email and followed up by phone with all the research administrators and librarians associated with EC members. This issue may come up at the RAC meeting in July. Jen and I have discussed whether we need to document state experiences in more detail to share with AASHTO. If we do, we could ask the RAC Regions for help.

Discussion

Laura Wilt (OR): They are not really addressing the suggestions we are giving them. They seem focused on cost.

Cindy Smith (MS): Feels like they are blowing it off and didn't address the issues. We have been telling them about these issues from the beginning. She can provide more information from her agency (hasn't documented the individual experiences to date).

Sue Sillick (MT): They met with the director prior to the May EC meeting. Asked him for a point by point response & informed him that not all issues/resolutions will cost money. You would think they would want to sit down and talk with us.

David Ooten (OK): Have we reached out to the new committee on KM? Maybe we could get some support to help bring it up to administration. Renée agreed that this was a great idea.

Renée (MO): Our Physical Lab director said that at a recent COMP meeting, members asked why they couldn't access the Materials Book via a portal like ASTM. AASHTO was there but didn't really respond. I will try reaching out to that Committee.

Carol (NJ): Should we have a shared spreadsheet to keep track of people asking questions or having issues? They are spending $17,000 to access 11 AASHTO titles via their ASTM portal because it's a more convenient way to access the publications and avoid the other issues. It's frustrating to feel like you are paying twice for the publications. They were written in part by DOT staff.

Update: RAC Summer Meeting – Library/TKN session

I've met with the two speakers to organize the session. I will pass along my part of the presentation when it's done (target date 7/20).

> Tuesday, July 24, 2018 11:00 a.m.-12:00 noon
> **Transportation Knowledge Networks … and More**
> This session will cover three topics. Over recent years, transportation libraries have been disappearing. How has this impacted state DOTs? Let's discuss how Research Administrators and the library community can work together to communicate the value of library services to our agencies. We will also get an update from the National Transportation Library on recent service and platform changes as well as public access implementation, Finally, we will learn about the project findings for the ten-year old Transportation Research Program Databases pooled fund study TPF-5(181).

Moderator:	Renée McHenry, Missouri DOT
Presenters:	Renée McHenry, Missouri DOT
	Mary Moulton, NTL
	Frances Harrison, Spy Pond Partners, LLC

Jen and I will report on TKNWG accomplishments and potential projects during the CCTF meeting. There won't be a separate TKNWG meeting.

Ideas for Potential Projects

See [Talking Points document](#) sent earlier.

1. Work on proposed NCHRP problem statement from TRB LIST on new library models
Waiting to hear back from Kendra to see how we can participate.

2. Create documentation for research administrators on how to start a library or hire a librarian
This is something that research administrators could help with or provide feedback on.

Kimbrali (NJ) asked how librarians are being funded currently or if you are contemplating new services. Are they DOT employees or are they contracted services? Renée (MO) mentioned that the [2015 OKDOT library survey](#) addressed funding sources. Sue (MT) said they looked into contracting through the State Library but the latter experienced FTE cuts. Kathy (WA) said they were contract employees for about 10-13 years but the DOT has since brought the positions into the agency as FTE. Laura (OR) said OR uses indirect state funds. Carol (NJ) said that the situation can vary over time and may change depending on funding that's available. Renée (MO) said she is a full-time contract employee through the university. Kim is interested in how you measure and justify output and expectations and how to justify staffing size as well. Marie (KS) via chat said "Like Laura & Kathy, I'm a state DOT employee (Kansas), but as they said, it differs from state to state. I think it's usually a contract with a nearby university, but there are other ways too (i.e. state library, outside contractors)." Enid mentioned that the NTKN Communications group is looking to put together guidelines and one of the topics is the loss of libraries. They might be able to put something out in the next 6 months or so. Kim said she appreciated the feedback.

Someone suggested the [MnDOT Library ROI study](#) which is more current than the pooled fund [library value/ROI study](#).

Mary (NTL) said this issue comes up for all types of libraries (govt, public, private). But the functionality still exists. She has helped others with RFPs when they are looking to quantify or estimate the cost of outsourcing activities.

Cindy (MS) via chat said "All great ideas--Mississippi has no MLS librarian. I've reached out to the MS Library Commission for help, but they too are understaffed. The latest communication is that there is possibly an MLS student at a university for whom our library would be a great project, but have not heard. I'd like to contract with a retired librarian, but there doesn't seem to be much there either. The library ends up getting short shrift with all my division's other responsibilities."

Carol (NJ) mentioned to Cindy (MS) that contacting the State Library Association, SLA local chapter or a university's library program might be a start.

Kim (NJ) said she feels she always has to justify the importance, need and relevance of the library. It would be helpful to express output in measurable tasks and activities. It's more vulnerable if it's not mandated (even though it's a critical component).

Sue (MT) said the technology transfer specialist role is mandated by SPR funds. This is part of their librarian's job description. They required a library degree (or equivalent). Someone with an undergraduate degree in other areas can be very helpful for tech transfer (like communications).

Renée (MO) said it might be helpful to use feedback from states who are looking (like NJ or MS) to make sure we address and answer the right questions and issues.

Laura (OR) gave an example of needing to find a 1970 standard for litigation. If someone doesn't manage and organize this type of content, how will they ever find such publications.

3. Partner with OKDOT to do an updated library survey
Renée (MO) will contact Ron Curb to see if OKDOT would be interested in having us help with updating their [library survey](#).

4. [KM Calendar](#) (relic from library pooled fund; needs adoption and technical support)
Laura (OR) said she hadn't had time to touch base with Bob Sweet to see if NTKN has a need or could help.

5. Work with partners to update [2012 TKN video](#)
Renée (MO) will contact Ron from OKDOT to see how the video was put together (costs etc.). We would need to work on what the message is that we want to communicate. Carol (NJ) said it might not be that out-of-date (still may be relevant).

6. Survey on copyright
Enid (WY) asked if this was something our group should tackle. She wants to know how different libraries or research departments work with outside publishers to retain copyright. Research paid for with SPR funds is being used to create content to submit to other publishers who want to copyright it. We need to educate PIs not to give away their copyright. They can negotiate their rights. At their agency, they hold joint copyright. Carol (NJ) commented that this could be an educational issue for the PIs.

David (OK) thought this was a good topic and asked if CUTC would be a good sounding board. There are definite angles (legal, federal, state). Marie (KS) agreed as well. It's mostly academics that want to publish outside of TRR and NCHRP. Having the message come from CUTC may carry more impact than if it comes from a group that's composed primarily of librarians.

Enid has talked to publishers about agreements that authors are signing and they claim they've been following these practices for years and no one has complained until now.

Education could also be handled as a TRB workshop (similar to the data management workshop). Maybe we should mention this to the TRB Education Committee.

Marie (KS) via chat said "I think Research depts should work with their Legal depts, to make sure the contracts with the universities/principal investigators clearly spell out what rights each party has, and what rights they need to retain if they look at publishing a related article with someone else."

7. Other
There were no other suggestions for future projects.

Group Updates

NTL
Mary (NTL) said we are making progress with the LibGuide migration from the old pooled fund site. Their intern started and will help with website cleanup and outreach. They are committed to helping the TKNs.

WTKN
Michael (OK) said they are hoping to get the library pooled fund off the ground. If anyone has any ideas, let him know. He will be in Wichita for the RAC meeting.

MTKN
Renée (MO) said we are still working on the strategic plan. We are hoping to meet in person this Fall. The communications plan is going well and we are trying to prioritize activities.

ETKN
Carol (NJ) said they are looking to update and expand their membership. They are looking at academic libraries and other transportation agencies.

Next Meeting
September 6, 2018 10:30-12noon CT