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**Regular Meeting of the  
Members Council on Library Services (MCLS)**

**Minutes**

Thursday, June 6, 2019 – 1:00 to 5:00 p.m. EST  
Friday, June 7, 2019 – 8:30 a.m. to 12:00 p.m. EST

College of Central Florida | Ewers Century Building | Room 107  
3001 S.W. College Road | Ocala, FL 34474

**Members Present:** Stephen Banister (TCC), LisaMarie Bartusik (PSC), Monique Blake (BC), Lisandra Carmichael (UNF), Stephanie Clark (UWF), Mercedes Clement (DSC), Akos Delneky (IRSC), Brian Doherty (NCF), Erick Dominicus (MDC), Lori Driscoll (GCSC), Gale Etschmaier (FSU), Elizabeth Farrell-Clifford (FSU Law), Teresa Faust (CCF), Christina Fullerton (PSC), Karen Griffin (HCC), Margaret Hawkins (SCF), Janice Henderson (NWFSC), Carol Hixson (FAU), Robert Krull (PBSC), Karen MacArthur (EFSC), Tom Messner (FSCJ), Kathleen Miller (FGCU), Kristina Neihouse (FKCC), Lena Phelps (SFSC), Bonita Pollock (USF, representing Todd Chavez), Anne Prestamo (FIU), Patricia Profeta (SFC), Judith Russell (UF), Kathleen Sacco (LSSC), William Shuluk (FSW), Ruth Smith (VC), Jane Stephens (CC), Morgan Tracy (SSCF), Faye Watkins (FAMU), Christina Will (SJRSC), Lynn Wyche (NFCC), Roy Ziegler (FSU).

**Guests:** Craig Amos (BC), Kevin Arms (LSSC), Valerie Boulos (FSU), Alexis Carlson (IRSC), Tara Cataldo (UF), Melanie Cooksey (PHSC), Rebecca Frank (SPC), Jennifer Gregor (SPC), Barbara Hilderbrand (SSC), Selma Jaskowski (UCF), Mark Marino (SCFMS), Patricia Morris (FGC), Edith Ramlow (CCF), Lindsey Ritzert (UCF), Kelly Rowan (FIU), Faith Ruiz (CCF), Shelly Schmucker (FSU), Madeline Sims (FSCJ), Suzette Spencer (BC), Courtlann Thomas (PSC), Martin Wood (FCALM).

**FLVC/FALSC Staff:** Ellen Bishop, Rebel Cummings-Sauls, Wendy Ellis, Brian Erb, Rachel Erb, Devon Hickey, Mike Neff, Susan Rodgers, Elijah Scott, Scott Ward, Dave Whisenant, Shawn Wilson.

**Call to Order**

The meeting was called to order at 1:00 p.m.

**Welcome and Introductions**

Tom Messner welcomed everyone to the College of Central Florida and thanked Teresa Faust and staff for hosting the meeting. Members introduced themselves.

Dr. Mark Paugh, Vice President for Academic Affairs, welcomed everyone. Paugh thanked the members for their hard work serving the students and faculty in their research, teaching, and learning endeavors.

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## **Consent Items**

Prior to the meeting, a packet was sent out with detailed reports from the standing committees, as well as March's meeting minutes, and future meeting dates. Messner pulled RSSC report for discussion. Griffin made a motion to approve the consent items less the RSSC report; Bannister seconded the motion. Motion passed.

Lindsey Ritzert, RSSC Chair, stated the RSSC is recommending to the council to extend the UBBorrow loan period from 45 days to 60 days with one 30-day renewal. Discussion followed. Russell made a motion to accept RSSC's recommendation; Profeta seconded: Motion passed.

## **TSSC Super User Proposal**

Bonita Pollock, TSSC Co-Chair, gave an overview of the TSSC Metadata Quality Control Subcommittee charges and tasks. Pollock presented the SuperUser proposal to the council. The Subcommittee proposes the authorization of several Aleph SuperUsers who would be trained by FALSC staff to handle clean-up projects for multiple institutions. SuperUsers would work in collaboration with FALSC and the institutions involved to devise an agreeable course of action and facilitate the clean-up work for the institutions. Thus, SuperUsers would be aiding in vital metadata quality control projects and relieving the burden of these projects from both the institutions and FALSC staff. SuperUsers would be provided permissions in Aleph that allow them to perform functions for other libraries, similar to FALSC staff. SuperUsers would be closely monitored by the Metadata Quality Control Subcommittee and only perform tasks that have been approved by FALSC, the subcommittee, and participating institutions. The Subcommittee requests MCLS approval for FALSC to set up SuperUsers accounts. Discussion followed. Prestamo made motion to approve; Russell seconded. Motion passed.

## **MCLS Processes and Procedures**

### ***Standing Committee Appointments***

Prior to the meeting, a packet was sent out with detailed reports including all standing committee appointments. Messner presented the new standing committee members and thanked everyone who applied. The new committee members will begin their terms on July 1, 2019.

### ***Nominating Committee for 19-20 Elections***

Messner stated Griffin and Miller have been working on committee nominations for 2019-2020 year. Messner presented Stephen Bannister for Chair Elect, Margaret Hawkins for Secretary, and Janice Henderson for FCS at-Large Representative as the nominees. Messner asked for additional nominations. Profeta moved to accept the 2019-2020 slate of nominations; Russell seconded. Motion passed.

## **CMESC Statewide 2020 Collection Report**

Prior to the meeting, a packet was sent out with detailed reports from the standing committees. Tara Cataldo and Mark Marino, Co-Chairs for the CMESC, presented the CMESC Statewide 2020 Collection Report to the council. The allocated budget for FALSC-funded resources is expected to remain static and there is an expected shortfall for 2020. The CMESC have identified products from the current subscriptions that could be cancelled in order to address the loss. The committee recommends canceling EBSCO's Artsource subscription to balance the budget. Discussion followed. Hawkins made a motion to accept the recommendation; Prestamo seconded. Motion passed.

The committee SUS recommendation is to commit to cancelling Refworks (Proquest) for 2021. Discussion followed. Russell made a motion to accept the recommendation; Prestamo seconded. Due to a close vote, this recommendation was tabled until all SUS members present to vote.

## **Statewide Database Alignment 2021**

Messner led a discussion on looking at a statewide database alignment to comply with what the legislature has mandated. Discussion followed. Messner called for a vote to allow the CMESC to review the impact of moving towards meeting the legislative needs of the statewide databases. Russell made a motion; Hawkins seconded. Motion passed.

## **SelfCheck Discussion**

Wendy Ellis, Assistant Director of FALSC Integrated Library Systems, gave a presentation on SelfCheck. Ellis stated there are a total 11 machines at various universities. Most of the machines are no longer in use, are outdated, and are expensive to maintain. Ellis presented options to the council for updated Selfcheck, as well as, mobile app options. These options included Envisionware OneStop Software, Bibliotheca's Cloud Library Assist, and meeScan. If there is any interest in exploring these options, contact Wendy Ellis.

## **FALSC Briefings**

### ***Executive Director Update***

Scott gave a presentation on the economic impact FLVC has had on students across the state. The UWF Haas Center completed a study on the economic impact. Scott share some of the results of the study. The full Haas Center study is available at <https://drive.google.com/file/d/10Tpazc0c84oIoT9oVJ84BpXuXenCilw1/view>.

Scott stated the overall FLVC budget for the upcoming year will remain flat, which has been the norm for the past few years. The allocation for E-Resources is also flat. There were cuts in the budget from the Legislature and FLVC will be feeling the effects of those cuts. Also, the legislature mandated the emergency reserve fund be increased from 5% to 7%. So, FLVC will have to pull money from the budget to increase that fund. Discussion followed. There is concern from the council that UWF will use money allocated for the FLVC budget that impacts funding for the institutions. Questions were raised regarding FLVC's carry forward funding and UWF's policy on it. Discussion followed. Russell made a motion to draft for the MCLS Executive Committee draft a resolution to Mike Dieckmann, Dr. Pam Northrop, and the FLVC Executive Advisory Council; Prestamo seconded the motion. Motion passed.

### ***OCLC Update***

Scott shared final terms of the proposal from OCLC. The proposal is a 5-year contract and will a 2.75 % annual increase cap, and a \$75,000 group incentive. Discussion followed. Messner made a motion to accept the OCLS proposal with the caveat that all members can change their individual subscriptions over the contract period and with the understanding that there are still individual institution questions about how the calculations have been done. Prestamo seconded. Motion passed.

### ***Digital Services and OER***

Cummings-Sauls gave an update on the activities of Digital Services and OER unit. The unit has created a vision and mission 2020-2025. Student achievement, Quality, Efficient Services, and Expand and Maintain access are the three main goals for the next five years. The move from Archon to ArchivesSpace is complete. FL-Islandora Performance Improvements are wrapping up. FL-Islandora upgrade will be ramping up soon. The Florida Digital Archive Sunsetting is complete. RightsStatements.org are almost done. Phase 2 of this project will be coming soon. The unit is focused on finishing Florida OJ. The Digital Index demo is complete. Cummings-Sauls showed off the new branding and a new logo for Open Florida.

### ***E-Resources***

Rachel Erb announced that Leigh Mihalrad has been hired as the Assistant Director of E-Resources and will start June 24, 2019. FALSC staff Gail Orth and Devon Hickey have been added to the unit.

R.Erb gave an overview of Group Licensing for 2020. The survey was submitted through IRB in mid-May and hoping to send the survey the first of July. The unit is preparing for another year of high-volume subscriptions. The unit is engaged in vendor discussions.

R. Erb briefed the council on the Statewide Collection 2020. There has been less purchasing power since 2019. There is no supplement beginning in 2019. The unit has engaged in Collection Assessment and looked at cost per use, cost per search, historical pricing, group licensing investment and other member investments and data visualization. Negotiated 1-year renewals include APA Psycinfo, LexiNexis Uni, Infobase Films on Demand, and Oxford English Dictionary. Sage CQ Researcher and Newbank America's Newspapers are still in negotiations. Multi-Year Offers include EBSCO, Gale, DE Gruyters Research Now, and Proquest. Pricing not yet available for S&P Netadvantage, ACM Digital Library, EBSCO Third Party Databases, and SpringerLink. The assessment plan for Statewide Collection 2021 includes statewide database alignment, curriculum, mapping, OpenAthens usage data, and cost avoidance.

R. Erb updated the council on Consortia Manager. The contract is fully executed, and payment is pending. Implementation will begin soon. It features a contract portal, budget management, and cost avoidance reports.

### ***Integrated Library Services***

Bishop gave an update on the projects that FALSC has been working on to include Mango projects and enhancements and UBorrow enhancements. The Mango 4<sup>th</sup> quarter enhancements are to be released June 30, 2019. Bishop listed all the enhancements to the council. There are 5 new enhancements for UBorrow. See the [LibGuide](#) for details.

### ***Next Gen ILS ITN Update***

Bishop briefed the council on the ILS ITN process. In December, UWF issued the ITN. March 1, 2019 was the ITN submittal due date. On March 19 was the Evaluation Team scoring for vendor demo shortlist. April 1-2 vendors gave oral presentations and demonstrations. A demo feedback survey was sent out April 4-11. The Evaluation Team final scoring and recommendation took place on May 7. A draft recommendation letter was sent to UWF Procurement on May 14. The Evaluation Team received revised draft edits on May 24.

The next steps include the Evaluation Team sent letter of recommendation revision to UWF President, Vice President for Research and Strategic Information, FLVC CEO and FALSC Executive Director on May 29. The Evaluation Team completed work on the Negotiation Points document this week. The work of the Evaluation Team is complete. The Negotiation Team is in the process of being formed. Negotiations will begin. Then the vendor is awarded a contract and the contract is signed.

### ***Library Support and Training***

Brian Erb updated the council on the happenings of the unit. The Regional Symposia went well. There were at least 164 attendees across 5 regions with 12 unique member presentations. All the presentations are located on the LibGuide <https://falsc.libguides.com/regionalsymposia>. The overall feedback was very positive. B. Erb is looking for hosts for next year.

B. Erb briefed the council on OpenAthens. There is a strategy meeting scheduled for June 12. Tentatively schools will be inducted in waves of 3. There will be a kickoff to ensure the member site has all the info needed. Member sides complete the OpenAthens questionnaire, which gives EBSCO their list of subscriptions and IdP details. Then, EBSCO and FLVC set up IdP connection. EBSCO will test that connection with a test account. EBSCO team contacts all subscription's vendors, sets up & tests OpenAthens access; if any vendors have trouble locating the account or push back, the member site may be asked to help with this phase on a case-by-case basis. Schools can complete the OpenAthens Questionnaire and compile their subscription lists at any

time while waiting for their turn for induction - these steps have to be completed before we begin setting up/testing an IDP connection.

[https://connect.ebsco.com/s/article/What-does-EBSCO-need-from-the-customer-to-begin-an-OpenAthens-setup?language=en\\_US](https://connect.ebsco.com/s/article/What-does-EBSCO-need-from-the-customer-to-begin-an-OpenAthens-setup?language=en_US)

### **SUS Chair Update**

Faye Watkins gave a report on the business of the SUS. She gave an overview of current projects, activities, and upcoming plans within the SUS. Discussion followed.

### **FCS Chair Update**

Meg Hawkins, Florida College System (FCS) Chair, gave a report on the business of the FCS. She gave an overview of current projects, activities, and upcoming plans within the FCS. Discussion followed.

### **Standing Committee Meetings**

Miller stated were planning a Standing Committee Conference. The location will be at the FLVC Tallahassee office. There will include a Webex option for remote attendees. The goal is a workplan for the year for each Standing Committee. A potential date is August 14. Potential agenda items include an opening general session, breakout sessions for each committee, lunch, and a report out on the breakout session. Discussion followed.

### **Vision 2025 Strategic Planning**

Messner presented a draft vision 2025 for the MCLS and a timeline. Messner asked the council to break into 3 groups for a strategic planning discussion. The groups discussed ideas on our topics; Student Success, Faculty Success, Cost of education, and Assessment and Accountability. Each group reported out the ideas. Discussion followed. There will be more discussion and refinement at the September meeting.

### **New Business**

Scott thanked Messner for his service as Chair for the last year. Messner stated Miller is retiring at the end of the summer and thanked her for her service to the MCLS.

### **Adjournment**

The meeting adjourned at 11:50 a.m. EST.