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

Virtual Meeting via Microsoft Teams

Thursday, March 4, 2021 —1:00-5:00 p.m. ET

1:00-1:05  Call to Order  Stephen Banister

1:05-1:10  1. Welcome  Stephen Banister

1:10-1:15  2. Consent Items  Stephen Banister
   A. Approve December 3-4, 2020 Meeting Minutes
   B. Accept FALSC Standing Committee Reports
      i. Collection Management and E-Resources (CMESC)
      ii. Digital Initiatives (DISC)
      iii. Library Assessment (LASC)
      iv. Resource Sharing (RSSC)
      v. Technical Services (TSSC)
      vi. Textbook Affordability and OER (TAOERSC)
      vii. User Interfaces (UISC)
   C. Accept ILS Working Group Reports
      i. Acquisitions and Serials
      ii. Cataloging and Authorities
      iii. Circ/Resource Sharing
      iv. Discovery
      v. E-Resources Management
      vi. Joint-Use
      vii. Systems
      viii. Training

1:15-1:45  3. FSU/NWRDC/FLVC Update  Tim Brown
   A. ITS Assistant Vice President Update
   B. Executive Director Update  Elijah Scott

1:45-2:30  4. MCLS Processes and Procedures  Stephen Banister
   A. Standing Committee Action Items
   B. Working Group Action Items
   C. Upcoming Call for Standing Committee Applications
D. Call for Executive Committee Spring ‘21- ‘22 Nominations
E. Confirm June 3-4, 2021 Virtual MCLS Meeting

2:30-2:45 ***BREAK***

2:45-4:30 5. Library Services Update
   A. E-Resources Update
      i. Library Services Licensed/Funded Materials
      ii. Library Services Coordinated/Group Licensed Materials
   B. Integrated Library Services Update
      i. IPEDS
      ii. UBorrow Update
      iii. Next Gen ILS – Alma/Primo VE Implementation
   C. Library Support and Training Update
   D. Digital Services and OER Update
      i. DOAJ

4:30-5:00 Wrap Up and Adjournment

Friday, March 5, 2021 — 9:30 a.m. to Noon ET

9:30-10:00 6. Update from BOG/Department of Education
            Dr. Nancy McKee and Dr. Carrie Henderson

10:00-10:20 7. DLSS Update
              John Opper

10:20-10:40 8. Division of Library and Information Services Update
              Amy Johnson

10:40-11:00 9. FCS Update
              Tom Messner

11:00-11:20 10. SUS Update
              Todd Chavez

11:20-11:40 New Business
              Stephen Banister

11:40-12:00 Wrap Up and Adjournment
              Stephen Banister
Regular Meeting of the
Members Council on Library Services (MCLS)

Minutes

Thursday, December 3, 2020 – 1:00 to 5:00 p.m. EST
Friday, December 4, 2020 – 9:00 a.m. to 12:00 p.m. EST

Virtual Meeting Via Microsoft Teams

Members Present: Stephen Banister (TCC), LisaMarie Bartusik (PSC), Monique Blake (BC), Christine Boatright (FGC), Todd Chavez (USF), Mercedes Clement (DSC), Joanne Connell (EFSC), Tracy Elliott (FGCU), Stephanie Clark (UWF), Brian Doherty (NCF), Erick Dominicis (MDC), Lori Driscoll (GCSC), Gale Etschmaier (FSU), Teresa Faust (CCF), Christina Fullerton (PSC), Karen Griffin (HCC), Margaret Hawkins (SCF), Janice Henderson (NWFSC), Carol Hilxson (FAU), Richard Hodges (FSWSC), Robert Krull (PBSC), Nance Lempinen-Leedy (SFV), Brent Mai (UNF), Tom Messner (FSCJ), Lena Phelps (SFSC), Anne Prestamo (FIU), Ingrid Purrenhage (PHSC), Judith Russell (UF), Kathleen Sacco (LSSC), Ruth Smith (VC), Jane Stephens (CC), Mia Tignor (IRSC), Courtlan Thomas (PSC), Morgan Tracy (SSCF) Faye Watkins (FAMU), Christina Will (SJRSC), Martin Wood (FCALM), Lynn Wyche (NFCC).

Guests: Kevin Arms (LSSC), Royce Bass (SJRSC), Matthew Bodie (SPC), Valerie Boulos (FSU), Tara Cataldo (UF), Theresa Smith-Ennis (SCF), Jin Guo (FIU), Annie Glerum (FSU), Laura Gayle Green (FSU), Ernestine Holmes (FAMU), Amy Johnson (DLSI), Nancy Kellett, Alicia Long (SCF), Mark Marino (SCFMS), Xiying Mi (USF), Jennifer Murray (UNF), Kristina Neilhouse (FKCC), Ashley Olund (EFSC), Jean Phillips (FSU), Tammera Race (NCF), Patrick Reakes (UF), Kristine Shrauger (UCF), Madeline Sims (FSCJ), Brett Williams (IRSC).


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

Welcome
Banister welcomed everyone.

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 Messner made a motion to approve consent items; Etschmaier seconded. Motion passed.
MCLS Processes and Procedures

Standing Committee Action Items

CMESC 2021 Collection

Prior to the meeting, a packet was sent out with detailed reports including all standing committee reports. Cataldo briefed the council on CMESC’s recommendation for the statewide 2021 collection. Refworks leaves the SUS collection at the end of the year. Request for rolled back subscription prices have been successful. The result is a surplus balance of $184,178. The recommendation is to spend the surplus on a one-time purchase of two e-book packages. Both packages will be hosted on the ProQuest platform. The package will include a minimum of 474 e-books published in 2019. It will add new e-books to all 40 institutions and includes the subjects of Computer Science, Engineering, Math, Business, Educations, History, Religion, and Political Science. Bartusik made a motion to accept the CMESC’s recommendation; Henderson seconded. Motion passed.

Present New Standing Committee Members

Prior to the meeting, a packet was sent out with detailed reports including a list of the newly selected and returning standing committee members. The next call for standing committee applications will be in Spring of 2021.

MCLS Meeting Dates

March 4-5, 2021 were presented as the next MCLS virtual meeting dates. In-person meetings remain on hold due to COVID and budget cuts.

FLVC/FSU/NWRDC Transition Update

Tim Brown, Executive Director, of Northwest Regional Data Center (NWRDC) briefed the council on the FLVC’s transition from UWF to FSU/NWRDC. As of December 1, FLVC staff are officially FSU employees. 71 employees have gone through the onboarding process. FSU is working to migrate all contracts over. There have been 82 various vendor contracts migrated over and the rest will be finished soon. Contract reassignments should start to go out on December 4th. There have been some questions about the upcoming session and the Legislative Budget Request (LBR). Both the FCS and SUS have put in LBRs splitting the estimated 21-million-dollar budget between the two systems. We have received questions from the appropriations staff and are putting together information for them.

The board of trustees for NWRDC approved the transition. The board has requested a workgroup to be put together to discuss the shared governance model. When putting together the proposal to host FLVC, it was requested both members council remain involved. NWRDC wants to ensure member institutions have a voice. We will keep everyone informed as those efforts progress. As far as billing goes, FSU is finishing up invoices and they will be going out within the next couple of weeks. Discussion followed.

FALSC Briefings

Executive Director Update

Scott reviewed the business of FALSC within the last few months. On March 12, the ILS contract was signed by Ex Libris. March 17 migration for the ILS project began. Information on the ILS project is available on the FALSC website ([https://libraries.flvc.org/alma](https://libraries.flvc.org/alma)). On June 29, the Complete Florida Plus Program veto is announced. SUS and FCS Chancellors request Statement of Interests and Explanation of Plans for a new host institution on August 7. September 11 Northwest Regional Data Center at Florida State University was selected as the new host institution. Transition from UWF to NWRD/FSU began December 1.

Scott updated the council on the OCLS Group Services Agreement (GSA). GSA covers Cataloging/Metadata, WorldShare II/Tipasa, and FirstSearch/WorldCat Discover. Other OCLC services are not covered under the GSA. For this fiscal year, OCLC is billing libraries directly. The
first invoice is for July through December 2020. The second invoice will cover January through June 2021. Libraries should receive invoices this week. In July, when Fiscal Year 2022 begins, normal billing will resume; OCLC will bill FLVC and then, FLVC will bill each institution.

**E-Resources**
R. Erb gave an update on the business of E-Resources. Gail Orth retired on November 30. R. Erb updated the council on statewide and group contracts. Due to the transition from UWF to NWRDC/FSU licenses, amendments, and order forms are still pending.

**Statewide Collections**
R. Erb reviewed the Statewide Collection for 2021. The FCS decided to subscribe to the enhanced version of NewsBank, America’s News. There is 11 Florida news sources in PDF format and 54 new sources. FALSC has partnered with UF for contract review and execution. In terms of negotiations, multi-year option is pending. The Covid vendor impact letters resulted in little increases and rollback prices at 2018 and 2019 levels. Quotes that are completed are Sage Premier, ACM Digital Collection, S&P NetAdvantage, and EBSCO third party data base. Elsevier Engineering Village and INSPEC were renegotiated. Springer Nature is still pending. Average increases for 2020 were 1.8% versus 2021 at .46%.

**Group Licensing**
The Covid vendor impact letters resulted in flat renewals for 2021. There were a couple of roll backs. R. Erb reviewed the new timeline for group licensing. The deadline for final decisions from members was October 9. Pricing may change based on participation. Signature order confirmations were sent out November 20. Invoices will be sent out as letters of intent and should be returned to FLVC by January 18. The date is to be determined due to the transition to NWRDC/FSU.

**CELUS Plus Project**
CELUS Plus is the AVS replacement. This will be used for IPEDS reports. It supports Counter 4 and 5 usage reports, as well as, non-Counter usage. It has been completed for the FCS IPEDS reports. The SUS statewide collection is being added.

**Integrated Library Services**

**IPEDS**
On November 30 the IPEDS packets were emailed to MCLS representatives and the institutional reports coordinator for all of the FCS. The definitions for determining how items are included come from the IPEDS Survey Material Instructions. The survey is open for institution submission and review from December 10, 2020 to March 15, 2021. Please contact the FLVC Help Desk (help@flvc.org) with any questions or for assistance.

**Next Gen ILS ITN**
Bishop reviewed the timeline for the ILS Implementation Project, to include the Onboarding (March-June 2020) and Vanguard Phases (July-October 2020). The project is currently in the Full Forty Testload Phase (November 2020- May 2021). Aleph Production data was copied to Alma clone on October 30. The kickoff meeting for all library staff was on November 10. Migration Forms, P2E Files, E-Resource Activation Forms, changing data with scripts and fixes, and extracting PDA01 records have been completed. Ex Libris extracts the data to build Alma instances from December 2-20. Configuration forms generated from the extracts are due mid-January. Alma instances will be released to libraries on February 8 and there will be a data review and testing meeting for library staff. On February 15, Primo VE will be released to libraries. Testing will begin with data review and move into functional/work flow testing. Then, review of migration statistics and error reports and additional testing for reports. Issues and questions can be reported to the FLVC Help Desk. The working groups will be documenting issues and questions in a spreadsheet. FALSC/FLVC will submit cases to Ex Libris and track the progress

The Go-Live Phase is June-July 2021. Final extractions for all data from Aleph and loaded into Alma, final set up from Primo Ve, and work with Ex Libris on the cut over plan will take place during the Go-Live Phase. Go live is scheduled for July 13, 2021.

Third party integrations are services tied to external systems that either feed data into the ILS or is produced by the ILS and fed to other systems. FALSC staff have identified 22 different 3rd party integrations that we currently support which need to be addressed by Go-Live or shortly after. Some of these affect all 40 institutions; some only one institution. Major third party integrations include Single-Sign-On, Patron Loads, cash exports, accounts payable reports, SMS messaging, EDI ordering and invoicing, vendor record loading, OCLC record import, and SIP2 connections. FALSC continues to encourage all library staff to take and review the Alma and Primo training that is available online. Training can be found at [https://knowledge.exlibrisgroup.com/Alma](https://knowledge.exlibrisgroup.com/Alma). FALSC has set up a Canvas course that links to Alma Essentials. The Canvas course can be at [https://www.flvc.org/canvas-login](https://www.flvc.org/canvas-login). The Ex Libris contract requires 15, 3-day regional in-person workshops throughout the state. Instead, they will offer 10 weeklong online workshops starting in March. More information about the spring workshops will be available mid-January. For more information on the ILS project visit the ILS libguide at [https://falsc.libguides.com/ILS-Implementation](https://falsc.libguides.com/ILS-Implementation) or the FALSC website at [https://libraries.test.flvc.org/alma](https://libraries.test.flvc.org/alma).

Scott stated Curriculum Builder only works in the EDS environment. It cannot be used with Alma. Optional Ex Libris products include Leganto and Esploro. These options come at higher prices. Scott suggested forming a task force to see what options are and what the next steps are. Discussion followed.

**Library Support and Training**

B. Erb gave an update on OpenAthens. 22 FCS schools are live with OpenAthens. The final 6 schools are finished with vendor outreach and are ready to go live. The goal is for all FCS schools to go live by February 1 for Alma purpose. 5 SUS schools are live with OpenAthens. Seven SUS institutions are not. There will be 33 institutions live with OpenAthens by February 1. There will be a pause in OpenAthens implementation for anyone left after February 1 until Alma is complete. For the remaining SUS schools the deadline is June 1, 2021. B. Erb presented OpenAthens data to the council. Discussion followed.

**Digital Services and OER**

Cummings-Sauls updated the council on the activities of Digital Services and OER. DISC is encouraging all to mark those digital collections with public domain or Creative Common licenses. This opens those collections up to wider audiences. DISC had created a Digital Preservation Resource guide, as well as, the Statewide Metadata Standards Guide. Florida Open Academic Library (FOAL) ([https://openlib.flvc.org](https://openlib.flvc.org)) has launched with over 1,272,500 titles from Florida Digital Collections and Archives. This allows you to discover and select collections of Open Educational Resources (OER). PALMM ([https://palmm.digital.flvc.org](https://palmm.digital.flvc.org)) has been transferred into FL-Islandora and reviewed by DISC. There has been positive feedback. The new State Digital Collections site ([http://collections.digital.flvc.org](http://collections.digital.flvc.org)) feeds into FOAL. Florida Online Journals (Florida OJ) ([https://journals.flvc.org/](https://journals.flvc.org/)) is here to host any electronic journal. It is currently hosting over 40 journals. Open Florida ([https://falsc.libguides.com/openfl/](https://falsc.libguides.com/openfl/)) has been updated and new resources have been added.

**DLSS Update**

Dr. Opper gave an overview of current projects and upcoming plans within DLSS.

**Division of Library and Information Services Update**

Amy Johnson, the Florida State Librarian, updated the members on the business at the statewide level. DLIS wants to continue to support this group and academic libraries, students, faculty and staff across this state. There are many representatives from this group that serve on the State
Library Council and Citizen Support Board. If you are interested in serving on either of these, please send an email to Amy Johnson. There will not be a Florida Memory Calendar for 2021. DLIS is planning for a 2022 calendar. DLIS has launched FLIN ShareIt. DLIS will be launching the Florida Memory virtual backgrounds.

**FCS Update**
Tom Messner gave a report on the business of the FCS. He gave an overview of current projects, activities, and upcoming plans within the FCS.

**SUS Update**
Brian Doherty gave a report on the business of the SUS. She gave an overview of current projects, activities, and upcoming plans within the SUS.

**New Business**
There was discussion on the Legislative Budget Request.

**Adjournment**
The meeting adjourned at 10:55 am EST.
COLLECTION MANAGEMENT AND E-RESOURCES STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
Match 4-5, 2021

CO-CHAIRS: Mark Marino and Tara Cataldo
MCLS LIAISON: Judy Russell

CURRENT ACTIVITIES:

The Committee has met four times in the last quarter.

2021 Statewide E-Resources:
FALSC staff have mostly completed the renewals for the Statewide collection. There is just one contract pending: Springer Nature Journals. Based on this, there is still an estimated $184,312 available to be used to purchase a collection of ProQuest e-books that was approved by Members Council. Due to the success of price negotiations and some pricing rollbacks, the average increase for 2021 Statewide collection now stands at approximately 0.45%.

2021 Group Licensing:
All invoices for Group Licensed resources have been sent to members. The NewsBank agreement for the Colleges has been finalized. The new links for America’s News, and Florida Newspapers have been distributed.

E-Resources Questionnaire:
CMESC has sent a questionnaire to SUS and FCS institutions to gather data about e-resources use and local subscriptions for a selection of Statewide and Group Licensed e-resources. Most institutions have already responded. This information will help to inform decisions about balancing the Statewide collection going forward.
CURRENT ACTIVITIES:

- The committee has adjusted our meeting schedule from one meeting per month to two meetings per month to provide more time for discussion.
- The group has paused subcommittee work to focus on the priorities below.
- Type mapping for Digital Collections in Alma Primo for all 40 institutions to share collections from various platforms to the search and discovery in PRIMO.
- Discussed the update timeline for Florida OJS hosted by FALSC.
- Discussing digital collections platform priorities, vendor provided options, and FALSC hosted options for migrating from Islandora 7.
- Establishing a timeline for platform review and migration.
- Implications of House Bill 847 and potential for expansion of legislative mandate for digital collections support.
  
  
  - The current mandate for digital collections from line 172-174 reads: “A statewide searchable database that includes an inventory of digital archives and collections held by public postsecondary education institutions.”
  - We would like to explore the possibility of expanding this to include more concrete support for the systems that enable the hosting of these collections by FALSC.
LIBRARY ASSESSMENT STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CO-CHAIRS: Kirsten Kinsley and Tammera Race
MCLS LIAISON: Katie Sacco

CURRENT ACTIVITIES:


CORE Library Assessment Repository Project (LAR): Alicia Long (State College of Florida) is our liaison to the LAR which has gone live; Alicia encouraged LASC members to continue to review and use the repository https://ala-core.libguides.com/repository and to send suggestions for additions or changes to her.

ALMA Implementation Updates have been shared at each meeting with the intent on discussing ALMA analytics at the February 2021 meeting.

SACS 8.2c: In November, Katie Sacco shared a template on SACS 8.2.c assessment to be discussed during a spring 2021 meeting. The new Section 8.2.c refers to student support services that contribute to student success, which includes library services.

Upcoming LASC meetings scheduled for February 25 and March 22.
CURRENT ACTIVITIES:

The Resource Sharing Standing Committee skipped January’s meeting as it felt just as school was beginning.

<table>
<thead>
<tr>
<th>Topic for discussion</th>
<th>Action item</th>
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<tbody>
<tr>
<td>Alma’s instance of Controlled Digital Lending</td>
<td>Ask Kun Lin of Whitman College to an upcoming meeting to learn how Whitman College is using Alma’s Controlled Digital Lending.</td>
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<tr>
<td>UBorrow – invoice for lost books</td>
<td>As there are still libraries that are not open, books are not being returned in a timely fashion. The Committee asked that FALSC not send out the January UBorrow long overdue/ready for invoicing. The Committee asked that FALSC send the report in May.</td>
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<td>UBorrow – turning off due to migration</td>
<td>Each member voiced their thoughts on which day UBorrow should be turned off to easily migrate to Alma. Group consensus: April 30/May 1. This would allow for books to be returned in a timely manner before the migration.</td>
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Upcoming meetings include:
- Alma – testing – as a group;
- Kun Lin – Alma’s Controlled Digital Lending
- Discussion on the white paper regarding Contu Guidelines
TECHNICAL SERVICES STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CO-CHAIRS: Madeline Sims and Bonita Pollock
MCLS LIAISON: Melissa Stinson

CURRENT ACTIVITIES:
TSSC meets the second Monday of each month from 2:00 - 3:30 pm. Upcoming meeting dates: March 8, April 12, and May 10.

During the past quarter, the FLVC Technical Services Standing Committee (TSSC) met three times. Below is a summary of activities for the past quarter.

Cataloging Authorities Working Group (CAWG)
Continues to meet every Friday. Awaiting information from Ex Libris on how Aleph records are migrated to Alma.

Susan Massey wrote the document “Considerations for a Shared SCS/SUS Catalog” that details that we need to identify which records are truly proprietary, to have consistent labeling and indexing of local system fields, and to update the FCS and SUS cataloging guideline documents.

Metadata Quality Control Subcommittee (MQCS)
Subcommittee co-sponsored with CAWG a SUS SBMERGE $5 remediation session held on December 10, 2020.

Annie uploaded report of OCLC duplicates to CAWG’s Teams folder. Jean sent the reports to the institutions that are not in CAWG. On the reports, some records are marked as preferred if other record is suppressed or brief.

eResource Task Force of the MQCS Subcommittee
TSSC members unanimously approved the eResource Task Force to work on 856 field cleanup project for Alma migration. Bonita Pollock presented on this at the eResource Task Force meeting on February 4th. Meeting recording is posted on the TSSC and CAWG LibGuide pages.

The e-Resource Task Force decided to merge with the Metadata Quality Control Subcommittee.

Trainings Subcommittee
Training Group is on hiatus right now but will resume work closer to go live.

Change the Subject Task Force
The group is largely on hold until migration. Plans to re-convene in late spring and begin creating list of changes to implement.
TEXTBOOK AFFORDABILITY AND OER STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CO-CHAIRS: Katy Miller and Brett Williams
MCLS LIAISON: Erick Dominicis

CURRENT ACTIVITIES:
The TAOER Standing Committee heard institutional reports from Florida State College at Jacksonville (January) and University of Florida (February). Both representatives from the institutions shared current OER initiatives at their schools.

Although there was some interest in a collaborative effort regarding Controlled Digital Lending in 2020, the results of the survey sent to members only received four responses. Although many are interested, few have the resources to coordinate a statewide effort at this time. Rebel Cummings-Sauls indicated this was an area of interest from other FLVC Standing Committees, and would reach out if this moved forward.

In January, members discussed what OER/Textbook content factors/features/capabilities make (or could make) open resources more likely to be adopted (besides being free)?

- **Features/capabilities missing**: ancillary materials such as quiz banks, video tutorials, homework managers.
- **Comments from multiple institutions**: Missing features from paid courseware that assists with time, budgets, and auto-grading. Perception that OER textbooks are online only but some institutes’ bookstores can provide print copies for a nominal fee.
- **Suggestions moving forward with topic**: Sending an OER ancillary needs survey to members

During the February meeting members discussed efforts towards a **statewide OER repository or database**.

**Factors which influence implementing this project:**
- FLVC needs to complete current obligations before committing resources to a new endeavor.
- Selecting appropriate software and hosting site
- Ability and resources available at participating institutions to keep records current and ability of institutions to
- Most institutions don’t have a single location of OERs at this time
- Questions regarding how to make it discoverable in the ILS
- Connection to the statewide course numbering system
- Develop guidelines regarding what materials are included
CURRENT ACTIVITIES:

Due to a string of holidays, UIISC was unable to meet for the months of December and January. Our February meeting did not have a quorum due to Presidents Day. We are currently discussing best practices for updating users that may use Mango permalinks after PrimoVE go-live. These options include landing pages or banners to inform the patrons of the transition.
NEXT-GEN ILS
ACQUISITIONS/SERIALS WORKING GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Ernestine Holmes/Michelle Rezeau
FALSC LIAISONS: Jay Wiese/Clayton Tucker

CURRENT ACTIVITIES:

Annie Glerum from the CAWG attended our 12/8/2020 meeting to go over the BIB record 951 field and asked for input on whether to retain or delete. This field is used by SUS institutions to retain the old Aleph number from the 2012 shared BIB merge. Some acquisitions units rely on the old system number to locate BIB records associated with an order number. Annie provided example SYS/BIB numbers so each SUS could examine and decide for their institution.

Working Group members attended the Joint Use Working Group meeting on 12/14/2020 where Chrissy Cogar presented Ex Libris’ proposed workflows for joint use library inventory. The ASWG provided input which Chrissy took back to Ex Libris. Ex Libris modified the Workflow document and Crissy shared with the WG at our 1/26/2021 meeting.

Working Group discussed Alma User Roles for various tasks.

Working Group added desired Alma reports to Important Aleph Acquisitions & Serials Reports spreadsheets.

Members started watching the New Alma Essentials training videos.

Cherie McGraw attended the 2/2/2021 meeting to give the Working Group an overview of the P2E process at it relates to acquisitions. There will be clean-up needed post Go Live.

Working Group members started Testload Data Review and discussed these issues:
- Fiscal Year Budget Rollover: should we do before or after Go Live?
- Testing of Institution’s integration with financial system
- Aleph cut-off date and acquisitions data after that time
- Vendors added to Aleph after October 30
- Accessibility of eResources at Go Live
- Possibility of having Alma backend available before public interface to resolve Go Live issues and/or complete Alma set up
NEXT-GEN ILS
CATALOGING/AUTHORITIES WORKING GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Annie Glerum
FALSC LIAISONS: Daniel Cromwell/Melissa Stinson

CURRENT ACTIVITIES:

The Cataloging/Authorities Working Group (CAWG) meets every Friday from 2:00 to 4:00 p.m. CAWG Agenda, minutes, and recordings are posted to the CAWG section of the FALSC Next-Gen ILS Implementation LibGuide. Migration issues identified by the Authorities, Bibs, Holdings, and Items Subgroups are posted to the CAWG LibGuide under Working Documents.

Concurrent with coordinating remediation projects, CAWG has begun data review of the Alma Full Test Load. Observations are recorded in the "Cataloging/Authorities WG Alma/Primo VE Full Test Load issues reporting" spreadsheet on the CAWG LibGuide under Working Documents. CAWG recently received feedback from Ex Libris on the specifics of how bibliographic and inventory records are loaded into Alma. CAWG will be disseminating those details to the community.

CAWG continues to host meetings of the Migration Remediation Joint Task Force, which are open to all. The majority of the February meeting was devoted to the Alma Full Test Load data review. Agenda, minutes, and recordings are posted to the CAWG section of the FALSC Next-Gen ILS Migration LibGuide. CAWG also coordinated with the TSSC Metadata Quality Control Subcommittee to sponsor an instructional session on Electronic Resource Clean Up of 856 Fields so that institutions are aware of which remediation must be performed for electronic resources to migrate appropriately during the P2E processes. Presentation materials and recordings are posted on both MQCS and CAWG LibGuides.
CURRENT ACTIVITIES:

Report on Reports
The circulation and resource sharing working group compiled a list of all Aleph and Arrow reports currently used for gathering statistics and data for Circulation, Course Reserves, and UBorrow. The reports were ranked as High/Medium/Low based on how critical the need was for the reports to be ready on Day One of Alma Go Live. This report was shared with the Training Working Group subgroup for Reports.

Testing and Training (Full Test Load Phase)
The circulation and resource sharing working group created workflows all current work done in Aleph in the areas related to circulation, course reserves, and UBorrow. The working group will use these documents to identify Alma training materials relevant to these processes. As fulfillment configurations are put into place during the Full Testload phase, the working group will perform in-depth testing to verify how these listed Aleph tasks will be performed in Alma and will create supplemental training documentation as necessary.

The circulation and resource sharing working group has also started discussions and brainstorming ideas for potential training topics. The goal is to provide online training sessions on topics of interest to the broader FALSC Circulation/Resource Sharing audience.
NEXT-GEN ILS
DISCOVERY WORKING GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Laura Gayle Green
FALSC LIAISONS: Cherie McCraw/Jay Wiese

CURRENT ACTIVITIES:

With the Full test load release, we are testing configurations, attending training, and reviewing configuration possibilities. We will likely make further recommendations regarding labels and displays as a result of reviewing PRIMO VE with the full test load data as well as whatever information from the central discovery index has been configured.

We are investigating which permalinks will be affected from the migration (aside from those to the library catalog records), and investigating possible crosswalk solutions.
NEXT-GEN ILS
ERM WORKING GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Tina Buck
FALSC LIAISONS: Lisa Tatum/Rachel Erb

CURRENT ACTIVITIES:
The ERM Working Group has been looking into codes and parameters that each institution will need to enter into Alma to enable various aspects of ERM functionality such as authentication and Automated KBART (automated enabling of holdings by the vendor.) We’re preparing to investigate the SUSHI Harvester and related reports in Alma, in collaboration with the Acq/Ser WG and a few key guests. We are looking at Day-1 reports per a request from the Systems WG. Like everyone, we are also digging into data testing; for ERM this is a combination of P2E bib records, eResource activation spreadsheet, and assessment of complexities like the EZB bibs. Finally, we said goodbye to one member who left the FALSC libraries and welcomed another member. As ever, we want to give a big shout-out to our FALSC liaisons for their help.
NEXT-GEN ILS
JOINT USE GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Kristine Shrauger/Janice Henderson
FALSC LIAISONS: Chrissy Cogar/Natasha Owens

CURRENT ACTIVITIES:

The Joint Use Group continues to be in a holding pattern. We are anxious for the ALMA release of single cataloging records for Joint-Use libraries. As soon as it is released, the committee will begin testing the process between institutions both individually and as a committee.

One concern that the committee has had is in the area of training. The following members have taken all the required hours of Alma Essential Training, but it is not reflected in the system:

- Michelle Apps
- Mercedes Clement
- Cynthia Harley
- Janice Henderson
- Leah Plocharczyk
- Tammera Race
- Kristine Shrauger
- Paul Williford
NEXT-GEN ILS
SYSTEMS WORKING GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Nancy Kellett
FALSC LIAISONS: Cindy Fox/Gary Phillips

CURRENT ACTIVITIES: (as of 2/19)

- The full SRWG has met three times since the previous report, and the Reports subgroup has met twice.
- Group members continued to work with Ex Libris training modules.
- The group paused some of its reporting-related activities after the Vanguard test instances were removed due to loss of access to Design Analytics.
- The Reports subgroup did some preliminary work to identify which Day One reports already exist in Alma, either as operational reports or Analytics.
- The Day One reports list was shared with other working groups for their input. Their recommendations are due March 15th.
- Next steps: more work with Design Analytics, refine Day One lists, and possibly work with batch data loading.
NEXT-GEN ILS
TRAINING WORKING GROUP

Report on Current Activities for the Members Council on Library Services Meeting
March 4-5, 2021

CHAIR: Brittnee Fisher
FALSC LIAISONS: Melissa Sykes/Brian Erb

CURRENT ACTIVITIES:

The Training Working Group hosted the “Spring Workshop Informational Webinar” for all institutions involved in the Next Generation ILS Implementation on February 4th, 2021 at 9 am est. The webinar was hosted on Microsoft Teams which presented a variety of technical issues for the presenters. It was soon realized that Teams could not support the large number of attendees, well over 350 people, and once that was determined many attendees left so that the host could regain access and control. Dustin Weeks from TWG and the representatives from ExLibris finished the webinar and answered all questions posed by the remaining attendees.

Because of the chaotic and confusing nature of that event the TWG decided it would be best not to release the recording for future use. Instead, the original host Dustin Weeks, expeditiously updated the slides and recorded a clean version of the presentation. That presentation was then shared via email to FALSC membership and on the FALSC LibGuide.

On a positive note, the technical issues faced by the Training Working Group during that webinar did offer great insight into the capabilities of Microsoft Teams. The TWG and FALSC staff learned that future events with potential large attendance numbers would need to be hosted as events rather than meetings. FALSC successfully hosted the Alma Full Forty Test Load release on February 9, 2021 using the events feature in Microsoft Teams with no documented issues.

Spring Workshop registration is ongoing thanks to the hard work of the FALSC Staff who created a registration page using LibCal and LibGuides. The TWG and FALSC have answered many questions about the Spring Workshops and are monitoring the registration numbers to adjust maximum occupancy as needed.
2021 Standing Committee Vacancies

- **Digital Initiatives Standing Committee (DISC)**
  Nine (9) Vacancies – *Terms begin July 1, 2021 and end June 30, 2024.*
  - 3 – FCS member from large institution
  - 3 – SUS from other institution
  - 3 – SUS from research institution

- **Resource Sharing Standing Committee (RSSC)**
  Five (5) Vacancies – *Terms begin July 1, 2021 and end June 30, 2024.*
  - 2 – FCS member from large institution
  - 2 – SUS from other institution
  - 1 – SUS from research institution

- **Technical Services Standing Committee (TSSC)**
  Four (4) Vacancies – *Terms begin July 1, 2021 and end June 30, 2024.*
  - 1 – FCS member from medium institution
  - 1 – FCS member from large institution
  - 2 – SUS from research institution

- **User Interfaces Standing Committee (UISC)**
  Six (6) Vacancies – *Terms begin July 1, 2021 and end June 30, 2024.*
  - 1 – FCS member from small institution
  - 1 – FCS member from medium institution
  - 1 – FCS member from large institution
  - 3 – SUS from research institution
<table>
<thead>
<tr>
<th>Position</th>
<th>20-21</th>
<th>21-22</th>
<th>22-23</th>
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</thead>
<tbody>
<tr>
<td><strong>Past Chair</strong></td>
<td>Judy Russell (SUS) (Year 3 of 3)</td>
<td>Stephen Bannister (FCS) Year (3 of 3)</td>
<td>Gale Etschmaier (SUS) (Year 3 of 3)</td>
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<tr>
<td><strong>Current Chair</strong></td>
<td>Stephen Bannister (FCS) Year (2 of 3)</td>
<td>Gale Etschmaier (SUS) (Year 2 of 3)</td>
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<tr>
<td><strong>Chair-Elect</strong></td>
<td>Gale Etschmaier (SUS) (Year 1 of 3)</td>
<td>Officer: (FCS)</td>
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<td><strong>Secretary</strong></td>
<td>Teresa Faust (FCS)</td>
<td>Officer: (SUS)</td>
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<tr>
<td><strong>SUS at-large representative</strong></td>
<td>Brent Mai (Year 1 of 2)</td>
<td>Officer: Brent Mai (Year 2 of 2)</td>
<td></td>
</tr>
<tr>
<td><strong>FCS at-large Representative</strong></td>
<td>Janice Henderson (Year 2 of 2)</td>
<td>Officer: FCS</td>
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Excerpts from Operating Procedures:

I. MEMBERS COUNCIL ON LIBRARY SERVICES

Section C. Officers of the Members Council on Library Services

1) Officers: The officers of the Members Council on Library Services shall consist of the Chair, the Vice Chair (Chair-Elect), the Past Chair, and the FALSC Executive Director, who serves as an Ex-Officio member. The Chair, Chair-Elect, and FALSC Executive Director serve on the Florida Virtual Campus Executive Advisory Council.

2) Selection of Officers and Term of Office: The Members Council will hold an annual election for its Officers. The Chair and Vice Chair shall alternate between members from the State University System and the Florida College System. The term of office shall commence on the first day of July each year. Each officer shall serve for one year. A Nominating Committee consisting of one current officer and one non-officer and one additional Member Council member will provide a slate of nominations for the June MCLS meeting, where the vote will be taken.

3) Vacancy in Office: In the event of a vacancy in the office of the Chair, the Vice Chair shall assume the position of Chair and shall serve out the remainder of the Chair’s term of office. In the event of a vacancy in the office of the Vice Chair, the Members Council shall hold a special election as soon as possible to select a successor who shall serve out the remainder of the Vice Chair’s term of office. In the event of a vacancy in the office of Past Chair, the previous Past Chair shall serve out the remainder of the Past Chair’s term of office.

4) Chair: The Chair shall preside at all meetings of the Members Council and shall have the authority to call any special or emergency meetings of the Board. The Chair shall serve as the official spokesperson of the Members Council.

5) Vice Chair (Chair-Elect): The Vice-Chair shall perform the duties of the Chair and have the same power and authority in the absence or disability of the Chair.

6) Staff: FLVC staff will assist the Members Council by arranging the meetings and logistics, preparing minutes for the Member Council meetings, conducting searches for committee members, and other activities as needed.

II. The Executive Committee

Section B. Membership of the Executive Committee

1) Membership: The Chair, Vice Chair (Chair Elect), and the Past Chair of the Members Council will serve as officers of the Executive Committee for the duration of their terms as officers of the Members Council. In addition, the Members Council shall elect two at-large representatives for two-year terms on the Executive Committee and a Secretary who shall record, prepare, and submit minutes of all Executive Committee meetings. The FALSC Executive Director is an Ex Officio member of the Executive Committee.

2) Term of Office: Terms will be staggered, with a new at-large representative being elected each year. As with the Chair and Vice Chair (Chair Elect), these two additional representatives shall be selected so that one is from the Florida College System and one from the State University System.