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

FLVC Offices-Tallahassee
1753 W. Paul Dirac Dr.
Tallahassee, FL 32310
And
Microsoft Teams

Thursday, June 2, 2022 — 1:00-5:00 p.m. ET

1:00-1:05      Call to Order                          Gale Etschmaier
1:05-1:10      1. Welcome and Announcements         Gale Etschmaier
1:10-1:30      2. FSU/NWRDC/FLVC Update              Tim Brown
1:30-1:40      3. Consent Items
                   A. Approve March 3-4, 2022, Meeting
                       Minutes
                   B. Accept FALSC Standing Committee and
                       Working Group Reports
                       i. Collection Management and E-
                          Resources (CMESC)
                       ii. Digital Initiatives (DISC)
                       iii. Electronic Resources Management
                             (ERMSC)
                       iv. Library Assessment (LASC)
                       v. Resource Sharing (RSC)
                       vi. Technical Services (TSSC)
                       vii. Textbook Affordability and OER
                            (TAOERSC)
                       viii. User Interfaces (UISC)
                       ix. Materials Working Group
1:40-2:15      4. MCLS Processes and Procedures       Gale Etschmaier
                   A. Standing Committee Action Items
                   B. Standing Committee Appointments
                   C. Executive Committee ’22-’23 Nominations
                       • Nominations (Floor nominations should
                          have nominee and supervisor
                          approval)
• Chair-Elect (SUS); Secretary (FCS); SUS at-large Representative
  • Vote
D. Confirm Next MCLS Meeting Dates
  • September 15-16, 2022 (Florida Gateway College)
  • December 8-9, 2022 (Location TBD)

2:15-2:30  5. Materials Working Group Update
Janice Henderson and Dawn Frood

2:30-2:45  6. Internet Archive Group Update
Valerie Boulos

2:45-3:00  ***BREAK***

3:00-4:45  5. Library Services Update
A. Executive Director Update
    i. OCLC Group Services Agreement
       Invoices
B. Integrated Library Services Update
C. E-Resources Update
    i. Library Services Licensed/Funded Materials
    ii. Library Services Coordinated/Group Licensed Materials
D. Library Support and Training Update
E. Digital Services and OER Update
    Elijah Scott
    Ellen Bishop
    Rachel Erb
    Brian Erb
    Rebel Cummings-Sauls

4:45-5:00  Wrap Up and Adjournment
Gale Etschmaier

Friday, June 3, 2022 — 9:30 a.m. to Noon ET

9:30-10:00  6. DLSS Update
A. SOARR Update
John Opper

10:00-10:20  7. Division of Library and Information Service Update
A. Changes to Statewide Delivery Service (DLII)
Amy Johnson

10:20-10:40  8. FCS Update
Lynn Wyche
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Chairperson</th>
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<tr>
<td>10:40-11:00</td>
<td>9. SUS Update</td>
<td>Gale Etschmaier</td>
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<td>11:00-11:30</td>
<td>New Business</td>
<td>Gale Etschmaier</td>
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<td>11:30-12:00</td>
<td>Wrap Up and Adjournment</td>
<td>Gale Etschmaier</td>
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Regular Meeting of the
Members Council on Library Services (MCLS)

Minutes

Thursday, March 3, 2022 – 1:00 to 5:00 p.m. EST
Friday, March 4, 2022 – 9:30 a.m. to 12:00 p.m. EST

Virtual Meeting Via Microsoft Teams

Members Present: Stephen Banister (TCC), LisaMarie Bartusik (PSC), Christine Boatright (FGC), Matthew Bodie (SPC), Beau Case (UCF), Mercedes Clement (DSC), Dominics (MDC), Tracy Elliott (FGCU), Stephanie Clark (UWF), Joanne Connell (EFSC), Lori Driscoll (GCSC), Gale Etschmaier (FSU), Teresa Faust (CCF), Christina Fullerton (PSC), Karen Griffin (HCC), Margaret Hawkins (SCF), Janice Henderson (NWFSC), Richard Hodges (FSWSC), Amy Kornblau (FAU), Robert Krull (PBSC), Nance Lempinen-Leedy (SFC), Brent Mai (UNF), Tom Messner (FSCJ), Kristina Neihouse (CFK), Lena Phelps (SFSC), Anne Prestamo (FIU), Ingrid Purrenhage (PHSC), Tammera Race (NCF), Judith Russell (UF), Kathleen Sacco (LSSC), Ruth Smith (VC), Jane Stephens (CC), Mia Tignor (IRSC), Courtlann Thomas (PSC), Morgan Tracy (SSC), Faye Watkins (FAMU), Christina Will (SJRSC), Martin Wood (FCALM), Lynn Wyche (NFCC).

Guests: Adonis Amparo (HCC), Kevin Arms (LSSC), Anjana Bhatt (FGCU), Tim Bishop (FSWSC), Valerie Boulos (FSU), Jeremy Brown (FGCU), Tara Cataldo (UF), Nava Cohen (PHSCO), Sarah Cohen (FSU), Carol Ann Davis (USF), Chelsea Dinsmore (UF), Shannon Dew (FSCJ), Andrea Dufault (HCC), Theresa Smith-Ennis (SCF), Jin Guo (FIU), Jin Guo (FL), Amy Johnson (DLSI), Kirsten Kinsely (FSU), Mark Marino (SCFMS), Diana Matthews (SFC), Jennifer Murray (UNF), Ashley Olund (EFSC), David Pena (PBSC), Jacqueline Radebaugh (FL), Patrick Reakes (UF), Kristine Shrauger (UCF), Karen Swetland (PHSC), Peter Van Leeuwen (FSWSC).


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

Welcome
Etschmaier welcomed everyone.

FLVC/FSU/NWRDC Update
Tim Brown, IT Assistant Vice President, of Northwest Regional Data Center (NWRDC) briefed the council on the latest business of FLVC. NWRDC/FLVC is monitoring the legislative session closely.
Everything seems to be going smoothly. We do not anticipate any problems budget wise. There is a new House Bill, HB 5201 Student Open Access Resources (SOAR), that affects FLVC. The bill was established to increase the adoption, adaptation, and creation of OER by faculty members from the FCS and SUS institutions and help reduce the costs of textbooks and institutional materials. This is a project for Distance Learning and Student Services. There is an ITN for developing a career advising system for DOE. There are several projects in the coming months. Brown reviewed the financial statements as of December 31, 2021. Everything is looking good. We are developing the budget for FY ’22- ’23, as well as FY ’23-’24 and building out budget requests. The next NWRDC Board meeting is scheduled for Friday, March 11.

**Consent Items**
Prior to the meeting, a packet was sent out with detailed reports from the standing committees, as well as December’s meeting minutes. Henderson made a motion to accept consent items; Clements seconded. Motion passed.

**MCLS Processes and Procedures**

**Standing Committee Action Items**

**CMESC Recommendation**
Prior to the meeting, a packet was sent out with detailed reports including all standing committee reports. Tara Cataldo, CMESC co-chair, stated there is a surplus balance for E-Resources. The committee recommends a one-time purchase of a Nursing video and a History Vault collection for all 40 institutions. Russell made a motion to approve the recommendation; Henderson seconded. Motion passed.

**DISC Discussion**
Prior to the meeting, a packet was sent out with detailed reports including all standing committee reports. Chelsea Dinsmore, DISC chair, stated newly released updates from the Islandora community, combined with the State Library’s plans, swayed the committee strongly in favor of recommending that FLVC select Islandora 2.0 as the statewide platform. This will allow for broad cooperation between FLVC and State Library participants, enhancing opportunities for collaborative digital efforts. Discussion followed. Elliott made a motion for FLVC to do a feasibility study to see if moving to Islandora 2.0 is feasible; Henderson seconded. Motion passed.

**RSSC Recommendation**
Prior to the meeting, a packet was sent out with detailed reports including all standing committee reports. Nava Cohen, RSSC chair, stated the RSSC recommends a proposed modification of 60-day loan period to a 120-day loan period. Discussion followed. Lempinen-Leedy made a motion to send back to the committee to consider different loan periods; Hawkins seconded. Motion passed.

**New Electronic Resources Management Standing Committee (ERM Sc) Appointments**
Etschmaier presented the new appointments made to the ERMSC. Tammera Race will serve as the MCLS liaison.

**Spring Call for Standing Committee Applications**
The next call for standing committee applications will be sent out at the end of March. The vacancies are DISC-5; LASC-6 RSSC-7; TAOERSC-5; TSSC-4; and UISC-3. The terms will begin July 1, 2022, and end June 30, 2025. Please encourage everyone to apply.

**MCLS Meeting Dates**
June 2-3, 2022 were presented as the next MCLS meeting dates. There was discussion on whether to have it virtually or in-person. The council decided to have a hybrid meeting. The
meeting will be held in-person at the FLVC offices in Tallahassee. There will be a virtual option for those who want to attend virtually.

Internet Archive Group Update
Boulos stated the group had a meeting with Chris Freeland from Controlled Digital Archives. The group is looking at the Open Libraries Partner Program. There is an agreement form that must be signed for members to take part in this program. There would need to be a collaboration where each institution would need to sign their own form. The group is doing further research. The group thinks a pilot project using one or two libraries would be beneficial and help in making recommendations for the future. Discussion followed.

Library Services Update
Executive Director Update
Scott reviewed the proposed legislative budgets. House Bill 5201 (SOAR) was referred to Senate Appropriations on February 17. Senate Bill 2500 includes FLVC’s total operating budget for FY ’22-’23. The budget is flat and the same as FY ’21-’22. House Bill 5001 includes FLVC’s total operating budget plus SOAR and the E-Resources budget.

Integrated Library Services
Bishop gave a personnel update. Hisham Makki joined the Integrated Library Services Unit in January as the Assistant Director of Data Quality. Jay Wiese has taken a new position in the in our Integrated Library Services unit as the Systems Reports Specialist in the Data Quality workgroup. Jay will continue to support Acquisitions/Serials until we have the vacant position filled. We are currently working with FSU HR to fill our two vacant positions. Alma/Primo Ve continues with monthly releases. The new releases are deployed the first Sunday or every month. Two weeks prior to the monthly releases, they are deployed in the sandbox environments for testing. Ex Libris is changing the monthly releases to quarterly releases starting in June of 2022. Fixes and bugs will continue to be fixed monthly. May 2022 will be the last monthly and August 2022 will be the first quarterly release. All twelve premium sandboxes were refreshed in February. Ex Libris will refresh every 6 months in February and August. Communications on the refresh will be sent to ILS coordinators. Open Office hours continue. This is a valuable opportunity for library staff to share questions, answers, workflows, etc. Current and ongoing projects include migration of FIU’s Wolfsonian Museum Library to Alma/Primo Ve, Administrator roles for library staff, Rapid ILL holdings extract, Orphan Bib records clean-up, IPEDS, FLARE, Archiving records clean-up, etc. You can find all the information and updates for Alma/Primo Ve on the libguide. https://false.libguides.com/AlmaPrimoVE.

E-Resources
R. Erb gave a personnel update. The E-Resources Collections and Acquisitions Specialist should be filled soon. Final interviews are taking place this month.
Statewide Collection 2022
Newly executed agreements include ProQuest and EBSCO. Pending contracts include LexisNexis, Springer Nature, and Elsevier. There were no cancellations. There is an unexpended balance.
Group Licensing
For group licensing 2022, there were 587 final line items. 549 renewals accepted and 38 new subscriptions. For group licensing 2023, the deadline for publishers to provide quotes July 22. Members will begin requesting renewals and reviewing quotes on July 25. The deadline to request new quotes is August 29. The deadline for opt-in decisions is September 23. Confirmation forms will be issued September 26. October 7 is the deadline for signed confirmation forms and November 15 will be the deadline for contracts and order forms to be signed.
A FLVC licensing revision was last done in 2018. This will go to the CEMSC taskforce for review. The CMESC will share with the LRSC and CSUL. FSU procurement will have final approval.

**Library Support and Training**

B. Erb stated the final four schools are in the process of implementing OpenAthens. They are working on vendor templates. B. Erb reviewed the Go Live tasks and OpenAthens data. There were 2,366,772 platform accessions for Fall 2022.

Neff gave an update on the Help Desk. The overall case volume is up slightly from last year. Library Services case levels are at the same levels. There is an open Help Desk Analyst position. Second interview are underway.

**ELUNA Enhancement Process**

Whisenant reviewed the ELUNA enhancement process. There are 1350 plus libraries represented across the U.S, Canada, and Mexico. Currently, 25 of our 40 libraries are deemed "Consortia only" members because of their affiliation with FLVC, who is a Consortia Member of ELUNA. 15 FLVC libraries have joined ELUNA as Individual Members (9 SUS; 6 FCS). ELUNA has a formal agreement with Ex Libris to implement several enhancements to each of their major products each development cycle (annually for Alma and Primo). Consortia groups (FLVC) and Individual members of ELUNA are allowed to vote on enhancements. Libraries that are not individual members are represented by the consortium.

In January, a call for new enhancements is submitted. February-March ELUNA working groups review all the requests and prepare a ballot. March-April is the first round of voting. April-June the working groups review results. June is the second round of voting. In July, the working groups review results and negotiate with Ex Libris on what gets implemented. FLVC would like to support this process.

Sykes gave an update on the Professional Development Alliance (PDA).

FLVC would like to thank everyone that attended January and February’s Professional Development Alliance events. The March and April event calendar is available on the Professional Development Alliance libguide, listing all sessions that are currently available. In addition, we will be adding all offerings to the new FLVC-Library Services Master Calendar.

FLVC has pledged to host several free webinars for the Professional Development Alliance this year. We are asking our members If you have a topic you would like to see discussed and/or are interested in presenting, please contact Melissa Sykes-Silvers at msyskes@flvc.org.

FLVC is now publishing a Calendar of Events. Links and displays are located on our libguides site and on our website at https://libraries.flvc.org.

**Digital Services and OER**

Cummings-Sauls stated that they are in the final stages and hope to be onboarding a candidate soon for the open position.

Florida Open Academic Library is close to 1.5 million items. Archive Space has announced they are upgrading. Please contact FLVC with any issues or if you want to launch an Archive Space site. For FL-Islandora, FLVC is reviewing migration possibilities and available features in newest version.

Persistent Uniform Resource Locators (PURL) with fcla.edu will need to be updated or tombstoned. Institutions with out-of-date PURLs have been contacted.

The Florida OER Summit is scheduled for May 18-19, 2022. Planning for the summit has begun. Several institutions across the state have already included Zero Text Cost (ZTC) indicators for their spring and summer 2022 courses. There are over 1,200 sections marked to date.

If any institution is interested in an allied membership for the Open Education Network, there is a discounted rate opportunity through the FLVC Library Guide Membership. Please contact us within the next two weeks.

**DLSS Update**

Dr. Opper gave an overview of current projects and upcoming plans within DLSS. The DLSS Members Council met last week. The focus of the meeting was academic integrity.
House Bill 5201, SOARR, modifies the FPALN/FLVC statute. This establishes the Student Access Resource Repository and a grant program for OER. Institutions must be fully accredited to participate in SARA. Process to full accreditation can take up to two years. An institution would not be allowed to participate in SARA unless fully accredited.

The collaboration agreement has been sent out for the 2022 Textbook and Instructional Materials Survey.

DOE projects underway include the Career Planning and Work-Based Learning Coordination Tool, Florida Automated System for the Transfer of Educational Records, and FETPIP Review and Modernization.

There are more than 400 subscribers to the Instructional Designer Network.

Opper gave an overview of the Introduction to the FloridaShines Network.

The next DLSS Members Council meeting is June 7-8, 2022, at UCF.

**Division of Library and Information Services Update**

Amy Johnson, the Florida State Librarian, updated the members on the business at the statewide level. The new statewide courier service will be with FedEx. TBLC will have more information to come.

The DLISS is hosting a pre-conference at ALA. It is scheduled for May 22. Registration information will be sent out soon. There is no cost to attend this pre-conference.

There have been changes to the state library council. Rebel Cummings-Sauls from FLVC has joined the council. Johnson thanked B. Erb for serving on the council.

Grant applications are due April 4, 2022.

DLISS is working on the evaluation for the five-year plan.

**FCS Update**

Lynne Wyche gave a report on the business of the FCS. She gave an overview of current projects, activities, and upcoming plans within the FCS.

**SUS Update**

Gale Etschmaier 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**

Prestamo gave an update on the policy on withdrawing materials. It was discussed coming up with a unified statement. It is not a one size fits all policy. Institutions interested in this, contact Prestamo.

**Adjournment**

The meeting adjourned at 10:39 am EST.
COLLECTION MANAGEMENT AND E-RESOURCES STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CO-CHAIRS: Tara Cataldo and Jenna Miller
MCLS LIAISON: Judy Russell

CURRENT ACTIVITIES:

The committee met four times in the last quarter.

2022 Statewide E-Resources:
The new collections History Vault: Slavery, the Slade Trade, and Law and Order in 19th Century America
and Nursing and Mental Health in Video are now available to all 40 institutions.

2023 Statewide E-Resources:
The committee is evaluating one-year versus multi-year deals as pricing comes in. The committee is
investigating the costs of 3D anatomy resources and has received pricing for Ovid’s Biodigital Human.

2023 Group Licensing:
Due to rules from FSU Procurement, the group licensing timeline was modified, and some dates have
changed. There have been some additional revisions since this was presented at MCLS based in part on
feedback. The new timeline is pending approval with FSU Procurement. Once it is approved, it will be
shared with the group licensing liaisons.

Licensing Guidelines Task Force:
The licensing guidelines task force met twice during this quarter and are close to finalizing their revisions
to the FLVC Licensing Guidelines.

E-Resources Dashboard:
Michael Porter created an e-resources dashboard that provides cost and usage data for all 40
institutions. This dashboard is now available to the committee in Teams and will help with decision-
making.
DIGITAL INITIATIVES STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CHAIR: Chelsea Dinsmore
MCLS LIAISON: Tracy Elliott

FLVC Update:
SOAR – FLVC working with DOE to discuss shared responsibilities. Once signed, new positions will be forthcoming.

Welcome Elisabeth Ball as the new Program Manager for Digital Services and OER at FLVC.

Summer intern from FSU is starting Monday. Looking at Islandora extensions and add-on community resources.

CURRENT ACTIVITIES:

FLVC Digital Platform discussions:
At the last meeting, the Members Council approved the recommendation from DISC to look at Islandora 2.0 and recommended a feasibility study, which is now underway. Indications are that it is feasible based on available resources. Research and review for migration and features has been completed, and the they are. Awaiting final fiscal information. FLVC folks are actively attending coordinating committee and tech calls for Islandora. Looking at community tools to aid migration. Testing is in progress for feasibility. Staff and resources currently devoted are expected to continue. Security for new version – making sure they are running latest versions of Fedora and Drupal, anti-malware, server patches, etc. is under review. Possibility of authentication in new version being explored. Report will not be ready in time for June members council meeting.

Digital Collections Mapping in Primo:
Label updates were submitted and accepted and the work has been completed to update the maps.

PURL serve updates:
The committee approved a motion to accept the recommendation of FLVC to change PURL server systems to use MariaDB as the underlying database system to store content. There will be an interface on top to provide redirects. https://mariadb.org/
Process for updating PURLs – all will be performed via batch. Spreadsheet will only require the PURL and the new target. Similar process for new PURLs created outside of the FLVC system. Submit via a help desk ticket.

State Library Islandora Implementation:
Representative of the State library Islandora Implementation team have agreed to join the DSIC meetings regularly and update the committee on progress. As of the May meeting, the contract has not been signed but progress is happening, and once signed, work will progress quickly.

Demonstrations:
A demonstration was shared showing how UCF and FIU each created harvest sets to curate the records they want harvested from their Digital Commons repositories. The harvest sets are stand-alone series with selected content collected into (or shared with) the series. This alleviates issues with harvesting metadata only records, backs of photos, etc. Walked through example in the Alma sandbox of limiting to a harvest set and discussed some of the issues they experienced. Feel free to contact us if you have questions about creating harvest sets for Digital Commons.
Electronic Resources Management Standing Committee (ERMSC)

Report on Current Activities for the Members Council on Library Services Meeting
June 2-3, 2022

Co-Chairs: Anjana Bhatt (FGCU) and Jacqueline Radebaugh (FIU).
MCLS Liaison: Lisa Tatum.
TSSC Liaison: Bonita Pollock and Jenna Miller

Current Activities:
- The ERMSC has met five times (January to May 2022).
- Committee members meet every third Monday of the month via Teams.
- A Listserv is in place and the ERMSC Libguides is available at: https://falsc.libguides.com/c.php?g=1203376&p=8801105. The Standing Committee also has a presence on Microsoft Teams.

Latest Updates/Discussions (summary)

- The Joint ERMSC/TSSC E-Resource Taskforce has been created. It meets every third Thursday at 1 PM. Jenna Miller is the ERMSC representative to the taskforce. The Taskforce has met once and is working on various projects related to e-resources clean-up in Alma.
- The ERMSC discussed the CDI Activation Analysis Tool set up process. Cheryl McGraw explained the process to the Standing Committee.
- KBART Reports and Alma: A new feature, KBART option, for loading portfolios for ALMA collections, is available.
- Wiley Autoloader tool is in place. Member institutions can request FLVC for help.
- DOI linking from non-publisher specific and Open Access Collections: Committee members discussed the problems of broken links from non-publisher specific collection or free collections. ExLibris does not maintain them and it is not possible to manually fix them.
- Best practice documents: The Committee is working on the following projects for creating best practice documents:
  - CZ Update Task List: Committee is reviewing the document submitted by Erin Gallagher. It will be shared with rest of the institutions, after it is finalized.
  - Open Access Collections: A subcommittee of two members (Emily Ray and Amanda Morrow) has been set up to identify and create a spreadsheet of reliable Open Access collections and the evaluation criteria. After it is finalized, we will share it
with rest of institutions and make it possible for other institutions to add to this list so it becomes a Master list of Open Access Collections.

As and when Best practices Documents or helpful information regarding E-Resources related activities are finalized, we will add these documents to the ERM LibGuides.

At this time, committee also plans to send a monthly update with helpful information to the member libraries.

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**Committee members & their terms:**

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<th>Name</th>
<th>Title</th>
<th>Institution</th>
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<tr>
<td>Anjana Bhatt</td>
<td>Electronic Resources Librarian</td>
<td>Florida Gulf Coast University</td>
<td>1 year</td>
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<tr>
<td>Tina Buck</td>
<td>Electronic Resources Librarian</td>
<td>University of Central Florida</td>
<td>1 year</td>
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<tr>
<td>Andrea Default</td>
<td>Business Information Analyst</td>
<td>Hillsborough Community College</td>
<td>3 years</td>
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<tr>
<td>Erin Gallagher</td>
<td>Chair, Acquisitions &amp; Collections Services</td>
<td>University of Florida</td>
<td>2 years</td>
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<tr>
<td>Marcie Hoecker</td>
<td>Assistant Librarian</td>
<td>Florida Polytechnic University</td>
<td>3 years</td>
</tr>
<tr>
<td>Jenna Miller</td>
<td>Professor, Librarian</td>
<td>Santa Fe College</td>
<td>3 years</td>
</tr>
<tr>
<td>Jacqueline Radebaugh</td>
<td>Electronic Resources Librarian</td>
<td>Florida International University</td>
<td>3 years</td>
</tr>
<tr>
<td>Emily Ray</td>
<td>Electronic Resources Librarian</td>
<td>University of North Florida</td>
<td>2 years</td>
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<tr>
<td>Scott Schmucker</td>
<td>Electronic Resources Librarian</td>
<td>Florida State University</td>
<td>1 year</td>
</tr>
<tr>
<td>Madeline Sims</td>
<td>Technical Services Program Coordinator</td>
<td>Florida State College of Jacksonville</td>
<td>3 years</td>
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<tr>
<td>Peter Van Leeuwen</td>
<td>Electronic Resources Coordinator</td>
<td>Florida Southwestern</td>
<td>3 years</td>
</tr>
<tr>
<td>Amanda Yesilbas</td>
<td>Electronic Resources Librarian</td>
<td>University of South Florida</td>
<td>3 years</td>
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LIBRARY ASSESSMENT STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

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

CURRENT ACTIVITIES:

The Library Assessment Standing Committee (LASC) met on March 29 and April 28.

Our March 29th meeting focused on Alma Analytics. Guest presenters Annie Glerum and Alex Chisum (FSU) shared examples of reports created in Alma Analytics.

On April 28, we acknowledged the service of several of our members who complete their terms this summer: Penny Beile (UCF), Chris Casper (Broward C), Alicia Long (SCF), Jennifer Murray (UNF), Regina Seguin (Valencia C) and Tammera Race (NCF).

Eric Biggs (SJRSC) will be co-chairing LASC with Kirsten Kinsley (FSU) beginning in July.

Chris Casperson (Broward College) shared the early results of the COVID survey that was sent to deans and directors of the 40 state college and university libraries. Our next meeting is scheduled for June (date and time TBD). At that meeting we will discuss the survey results and next steps. The remainder of this workshop meeting is dedicated to members sharing some aspect of their assessment work (e.g. projects or methods).
RESOURCE SHARING STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CHAIR/ Co-Chair: Nava Cohen; Xuan (Lily) Pang
MCLS LIAISON: Stephanie Clark

CURRENT ACTIVITIES:
As of our May 2022 meeting:
- RSSC has modified the current policies from 2015 to bring forth at June 2022 MCLS meeting for approval
- RSSC continues to host monthly open office hours
- Current RSSC committee approached SUS and FCS on the listserv to create discussion about possibilities of loaning media related items
  o A media loan policy was created and approved by MCLS in March 2020 prior to the pandemic and ILS migration (Page 15 of MCLS March 2020 notes)
    ▪ FLVC representatives on the RSSC have discussed that extensive testing in our new ILS would need to occur for the possibilities of media loaning
- RSSC continues to gather data points from the proposed 120-day loan period at the MCLS meeting in March 2022
  o RSSC has discussed following up with extensive analytics to gather data points to support 120-day loan period proposal
UBorrow Policies

1. UBorrow is a service offered by Florida’s College and University Libraries.

2. UBorrow allows eligible faculty, students and staff affiliated with the Florida’s State Colleges and Universities, who are in good standing, to request materials directly from any participating library when they are not available at the patron’s home library. [Note: a patron is considered to be in good standing if there are no blocks or holds on their account]

3. Authentication/authorization for use of UBorrow is processed through the patron’s home library.

4. Libraries are encouraged to make available for circulation through UBorrow as many of their holdings as possible. Each participating library, however, may deem certain parts of its holdings as non-circulating for UBorrow (e.g., Reserves, References, Special Collections, etc.). Center for Research Libraries (CRL) records are not part of UBorrow.

5. Items on reserve in a library are not available for UBorrow.

6. Items borrowed through UBorrow cannot be placed on reserve at any one of the other participating UBorrow libraries.

7. Materials borrowed through UBorrow are loaned for an initial period of 45-60 days from the date the patron checks out the materials. Materials may be renewed once for 30 days. If additional time is desired, additional time may be added at the discretion of the lending library.
Access Services & PSPC approved 6/2010; PSPC approved UBorrow’s revised 30/30 wording 7/26/2010; CSUL approved 8/13/2010

Loan period:
• Loan period of 45 days (77% of respondents agree with a loan period at or over 45 days) - approved by MCLS as of 6/10/2014.

Renewals:
• 1 automated renewal on monographs for 30 days (82% agree with the idea of automated renewals, 68% agree specifically with a 30 day renewal) - approved by MCLS as of 6/10/2014.

8.7. Patron should can return items obtained through UBorrow to their home library or a branch of their library any participating UBorrow institute.

9.8. UBorrow requests will be responded to within two business four days. Materials will be shipped by the lending library within three business days of responding. If materials cannot be supplied by the lending library, the library will respond as soon as possible. Expiration of requests in system:
• 2 business day expiration (68% agree with 2 day or less expiration of requests) -- approved by MCLS as of 6/10/2014.

10.9. UBorrow materials should only may be recalled as a last resort for any reason from any patron type. If they are recalled, they may be recalled from any patron type. Recalls require patrons to return materials within seven business days of receiving the recall notice. Recall materials will be shipped using the statewide courier service.

13.10. Best Practice: When other copies within the Florida’s College and University Libraries system are unavailable, the UBorrow request will be forwarded to the...

Colleges do not have this implemented yet. need to look at next month. Not all colleges are the same… This could possibly be revisited with the new ILS.

44-11. The ILS will be programmed so that UBorrow will balance out the lending and borrowing of institutions so that collections are not adversely affected. CSUL approved 6/4/2010

45-12. Overdue fines will be based on the patron’s home library policies. Any fines charged and collected will be retained by the patron’s home library. PSPC approved 7/26/2010; CSUL approved 8/13/2010

46-13. Amounts, policies and procedures for overdue fines will be decided by the patron’s home library. Access Services approved 7/15/2010; PSPC approved 7/26/2010; CSUL approved 8/13/2010

Stopped here until we have an accurate report of lost items by colleges 7-15-15WD

Amounts, policies, procedures and collection of fees for lost books from both patron and borrowing library will be carried out in accordance with ALA ILL code if no other institutional agreements exist.

47-14. With a patron “lost” item, lending institution works with the borrowing institution based on institutional policies. Lost item fees will be charged and collected by the patron’s home library. Access Services approved 7/15/2010; PSPC approved 7/26/2010; CSUL approved 8/13/2010

48-15. Amounts, policies and procedures for lost books will be decided by the patron’s home library. Access Services approved 7/15/2010; PSPC approved 7/26/2010; CSUL approved 8/13/2010

49. When “lost” in transit by shipping entity, institutions may invoice for items designated as “lost” at the defined replacement rate. See shipping organization’s policy. Institutions may invoice for items designated as “lost” at the defined replacement rate at the end of each academic period. PSPC approved 7/26/2010; CSUL approved 8/13/2010

7/26/2010; CSUL approved 8/13/2010

Blocks/Holds to patron’s accounts will be decided by the patrons’ home library. Access Services approved 7/15/2010; PSPC approved 7/26/2010; CSUL approved 8/13/2010.

Approved by Council of State University Libraries in 2010. Additions/adjustments to include the State Colleges made in 2015 by the FLVC Resource Sharing Subcommittee.
UBorrow Policies
May 4, 2022

1. UBorrow is a service offered by Florida’s College and University Libraries. UBorrow allows eligible faculty, students and staff affiliated with the Florida’s State Colleges and Universities, who are in good standing, to request materials directly from any participating library when they are not available at the patron’s home library. [Note: a patron is considered to be in good standing if there are no blocks or holds on their account]

2. Authentication/authorization for use of UBorrow is processed through the patron’s home institution.

3. Libraries are encouraged to make available for circulation through UBorrow as many of their holdings as possible. Each participating library, however, may deem certain parts of its holdings as non-circulating for UBorrow (ex. Reserves, References, Special Collections, etc.).

4. Items borrowed through UBorrow cannot be placed on reserve at any of the other participating UBorrow libraries.

5. Materials borrowed through UBorrow are loaned for an initial period of 60 days from the date the patron checks out the materials. Materials may be renewed once for 30 days. If additional time is desired, additional time may be added at the discretion of the lending library.

6. Patrons can return items obtained through UBorrow to any participating UBorrow institute.
7. U Borrow requests will be responded to within four days. Materials will be shipped by the lending library within three business days of responding. If materials cannot be supplied by lending library, the library will respond as soon as possible.

8. U Borrow materials should only be recalled as a last resort. If they are recalled, they may be recalled from any patron type. Recalls require patrons to return materials within seven business days of receiving the recall notice. Recall materials will be shipped using the statewide courier service.

9. When other copies within the Florida’s College and University Libraries system are unavailable, the U Borrow request will be forwarded to the patron’s home library’s interlibrary loan service if available.

10. The ILS will be programmed so that U Borrow will balance out the lending and borrowing of institutions so that collections are not adversely affected.

11. Overdue fines will be based on the patron’s home library policies. Any fines charged and collected will be retained by the patron’s home library.

12. Amounts, policies and procedures for overdue fines will be decided by the patron’s home library.

13. With a patron “lost” item, lending institution works with the borrowing institution based on institutional policies.

14. When “lost” in transit by shipping entity, institutions may invoice for items designated as “lost” as the defined replacement rate. See shipping organization’s policy.
15. Blocks/Holds to patron’s accounts will be decided by the patrons’ home library.
TECHNICAL SERVICES STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CO-CHAIRS: Sarah Cohen and Marta Frydman
MCLS LIAISON : Mercedes Clement

CURRENT ACTIVITIES:

TSSC meets the second Monday of each month from 2:00 - 3:30 pm. Upcoming meeting dates: June 13, July 11, and August 7. During the past quarter, the FLVC Technical Services Standing Committee (TSSC) met three times. Below is a summary of activities for the past quarter.

Metadata Quality Control Subcommittee (MQCS)

MQCS continues with Alma cleaning projects. Each project includes a presentation that demonstrate how to do it, it is presented by a cataloger. The meetings are well attended by catalogers from all FALSC institutions.

Presentations: Linking Fields and Bound Volumes, Cleanup and Update Material Types in Physical Holdings and Electronic Portfolios, and SBMERGE Remediation.
https://falsc.libguides.com/c.php?g=845752&p=8053592

A new Cataloging Activities Task Force has been created. Their task is to work on a proposal for a “consortia cataloging activities field” to create analytic reports that helps track cataloger activities.

TSSC Cataloging Guidelines Subcommittee.

This group meets biweekly, they are reviewing and rewriting the 2018 guidelines. The new cataloging guidelines will be one set for both FCS and SUS.

Trainings Subcommittee

The training group meet once a month. Presentations and handouts focus on cataloging tasks and workflows in Alma as well as non-Alma related cataloging trainings. Banner and training documents will match FLVC, distribution lists are being determined, and the TSSC Training Subcommittee charge was presented at the last TSSC meeting.

Change the Subject Task Force
The group is largely on hold. Plans to re-convene in the Fall and began creating list of changes to implement.

**Authority Subcommittee**

This subcommittee addresses how authority jobs will be handle in Alma, presently they are working on how local authorities were loaded and testing the rules.

**E-Resources Joint Task Force**

This new task force will identify individual vendor issues and create a plan for resolving each issue.

**Drop-in-Office Hours**

TSSC offers to answer questions from catalogers once a week in a virtual space. It is staffed by volunteering catalogers from the SUS, FCS and FLVC staff. The sessions are still well attended, they will continue through the Summer every other week instead of weekly (subject to demand).
TEXTBOOK AFFORDABILITY AND OER STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CO-CHAIRS: Shannon Dew and Christopher Levesque
MCLS LIAISON: Erick Dominicis

CURRENT ACTIVITIES:

The TAOER Standing Committee heard institutional reports from the Florida State College at Jacksonville (FSCJ) in March. FSCJ shared current OER initiatives for their college. Rebel Cummings-Sauls provided an update about SOAR moving forward in the Senate and waiting for approval by the Governor. The FLVC OER Summit registration and agenda are now available. The theme this year is “Past, Present, and Future.”

The committee continues its review of open educational resources for use in the ten general education courses with the highest in enrollments in the forty SUS and FCS institutions. The reviewed course materials are available online: https://openfl.digital.flvc.org/ The committee reviewed ENC1102 (March) and POS 2041 (April).

Discussion topics for the review of materials:

- Proposal to have a scale or yes/no recommendation column on the review spreadsheet
- Concern about older materials on websites that are not longer updated and/or archived materials.
  - ADA compliance issues
  - Aesthetics when connecting with current students
- Request members to do a resource call for classes with limited resources to review (ENC 1102)
USER INTERFACES STANDING COMMITTEE

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CHAIR: Diana Matthews
MCLS LIAISON: Margaret Hawkins

CURRENT ACTIVITIES:

The approved new resource type, **Equipment**, has been implemented in all Alma/Primo instances, with instructions on how to add the required 990 field emailed to the ILS coordinators.

Work continues testing the proposed **Audiobook** resource type, which requires sandbox testing to ensure that the suggested parameters do not affect other resources. This resource type would only apply to physical audiobooks.

Several local fields have been requested by libraries to be searchable within Primo, such as the 540 field, which is used for public performance rights, and several 59X fields, used for local notes. Currently, however, local information is showing in the network zone. Because of this, the committee voted in March to defer adding these fields to the searchable index until after FLVC has remediates records to localize local notes to institutions and remove the notes from the network zone. A plan of action for remediation is being developed by the Technical Services Standing Committee in conjunction with FLVC to determine the best steps forward.

The UISC is creating a repository to host code examples for customizing Primo. This will include instructions and examples of custom CSS and JavaScript from external sources, such as CARLI, as well as code developed by Florida institutions. A subcommittee is working to set up the template and draft best practices for how code will be shared.

Under the auspices of the UISC, an external committee of Florida College System members has been created to weed the FCS shared eBook collection. This collection was last weeded several years ago, and due to member accreditation reviews, requires regular weeding. The UISC will liaise with the Collection Management and E-Resources Standing Committee and will make a final report to MCLS prior to deaccessioning any titles.

During the summer, the UISC will meet monthly, on the third Monday of the month. Primo Office Hours continue to be held on the first and third Mondays.
Materials Working Group

Report on Current Activities for the Members Council on Library Services Meeting
June 2, 2022

CO-CHAIRS: Dawn Frood and Jan Henderson
MCLS LIAISON: Tammera Race

CURRENT ACTIVITIES:

Materials Working Group met April 14, 2022 and discussed the charge, institutional needs, and plans to capture best practices and examples of policies and procedures. They also chose co-chairs Dawn Frood (SUS) and Jan Henderson (FCS). Group members added the charge, local documents, and examples of practices and documents at other institutions to a Google doc.

The Group met again May 9, 2022 to discuss the identified unique features and important items to include in the best practices document. A subcommittee of the co-chairs met May 12, 2022 to figure out the organization and working method to get identified items into the best practices unique features worksheet. The worksheet will have the main points to be addressed by institutions to add or withdraw items and deal with challenged materials. Each of the main points may have options with comments and examples including the ALA suggested procedures and forms.

The draft document is being reviewed by the working group and should be finalized by the next MCLS meeting.