FLVC FLORIDA VIRTUAL CAMPUS

Executive Committee of the
Members Council on Library Services (MCLS)
Conference Call
Agenda
Thursday, November 14, 2013 – 1:30 p.m. to 3:30 p.m. ET

Dial-in Number: **1-888-670-3525**
Participant Passcode: **575 614 9391** followed by the **#** key

1:30	**Call to Order**	Julia Zimmerman
1:30 – 1:35	**1. Public Comment**	
1:35 – 1:40	**2. Approve October 24, 2013 Meeting Minutes**	Bill Foege
1:40 – 1:45	**3. Update from Members Council on Distance Learning and Student Services (MCDLSS)**	Pat DeSalvo

1:45 – 2:00	**4. Updates from FLVC**
	   A. Common Digital Platform
	   B. Discovery Tool
	   C. Next–Gen ILS Task Force
		Lucy Harrison

2:00 – 2:30	**5. Discussion of the *Task Force on Postsecondary Online Education in Florida* Draft Recommendations**	Don Muccino
2:30 – 3:00	**6. Executive Committee Mechanism for Measuring How Well the MCLS is Working**	Don Muccino
3:00 – 3:10	**7. Finalize December MCLS Meeting Agenda**	Julia Zimmerman

3:10 – 3:20	**8. Executive Committee Meetings**
	   A. Future Topics
	   B. Next Meeting Date
		Julia Zimmerman

3:20 – 3:30	**9. New Business**	Julia Zimmerman
3:30	**Adjournment**	Julia Zimmerman

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

Minutes

November 14, 2013

A regular meeting of the Florida Virtual Campus (FLVC) Executive Committee of the Members' Council on Library Services (EC) was called to order at 1:30 p.m. ET pursuant to the notice sent to all committee members.

The following committee members were present: Barry Baker (UCF), Pat DeSalvo (Seminole State College), Lori Driscoll (Gulf Coast State), Bill Foege (Polk State), Janice Henderson (Northwest Florida State), and Julia Zimmerman (FSU). Also present were the following FLVC staff: Tammy Elliott, Lucy Harrison, Linda McCarthy, Don Muccino and Lauren Sproull. Committee Chair, Julia Zimmerman, called the meeting to order at 1:30 p.m., and Bill Foege recorded the proceedings of the meeting.

Public Comments
Chair Zimmerman called for public comments. There were no comments forthcoming from any attendees other than committee members.

Approval of Minutes
The Committee reviewed the minutes from the 10/24/2013 meeting. Harrison noted two revisions to the minutes and Zimmerman suggested one revision. Harrison moved and Baker seconded to approve as amended. The minutes were approved.

Update from MCDLSS
Don Muccino attended the October MCDLSS meeting and gave the update.

- The meeting afforded the opportunity to try out new video conferencing capabilities which Muccino reported "worked out pretty good". He hoped that the technology would lend itself to being "taken on the road" so it could be deployed for other FLVC meetings around the state.
- The MCDLSS discussed the *Task Force on Postsecondary Online Education in Florida* report. (This report will be discussed herein as a separate agenda item.)
- The MCDLSS discussed issues related to cheating in the online learning environment.
- Muccino noted that the Complete Degree Florida program had a meeting following the MCDLSS meeting.

4. Updates from FLVC
Common Digital Platform (CDP)
Harrison reported that the Digital Initiatives Standing Committee (DISC) met yesterday (11/13) to review the meeting between the DISC Chairs and the FLVC MCLS EC (held 10/24/2013) regarding the CDP project. She advised that DISC is targeting the February MCLS meeting to report on the status of the CDP project and the review and updating of the 2012 CSUL needs assessment report.

Discovery Tool (DT)
Harrison reported that:

- An ITN will be conducted just on the content and cost of a backend mega-index and for the open URL resolver.
- She also reported that FLVC has run into some licensing issues with Oracle, which is a major component of Mango, but they expect to work those out quickly.
- The DT project team is moving forward with work on the statewide union database.
- The timeframe for the backend mega-index and open URL resolver portions of the project will depend upon how the negotiations with the vendor go, but those pieces would likely be in place over the summer or perhaps earlier or a bit later.

Next-Gen ILS Task Force (NGITF)
Harrison reported that the NGITF will meet for the first time on Monday (11/18).

Discussion of the Task Force on Postsecondary Online Education in Florida Draft Recommendations. [Link to report distributed prior to the meeting for committee review.]
Muccino provided a briefing on the *Task Force on Postsecondary Online Education in Florida Draft Recommendations* and their implications for FLVC. Muccino reviewed the history of that Task Force noting that it developed from the Parthenon report and from a Task Force formed to study and make recommendations regarding online education in Florida going forward. Muccino spoke to the recommendations that have potential impacts on, and present opportunities, for FLVC and presented talking points for FLVC's response to the recommendations.

Discussion ensued regarding the role of the library in the draft recommendations. There was concern expressed by some of Executive Committee members that the library's role was not evident in the report, but the members generally acknowledged that there would be involvement of libraries and library resources for supporting instruction and charting implementation going forward. It was agreed that Muccino, as a member of the Task Force would present to that body the sentiment of the MCLS EC that the role of libraries should be spelled out in the recommendations regarding support of instruction. Muccino also noted that the Task Force report would be on the agenda for the MCLS meeting in December.

Executive Committee Mechanism for Measuring How Well the MCLS is Working
Muccino noted that "we said" that we would take a look at the FLVC Members Councils (MCLS and MCDLSS) "a year into the process" to see if changes could be made to enhance or improve them operationally. He further noted that the Member Councils were following the FLVC operating procedures for such meetings and that an evaluation of them would be qualitative in nature given the lack of "hard data". He also noted that there are perspectives regarding the operation and efficacy of the Member Councils, the perspectives of the member institutions and the organization (FLVC) itself.

Discussion ensued with Muccino proposing several dimensions for evaluating the efficacy of the Members Councils:

- Communications
- Effectiveness
- Roles
- Processes
- Working across the organization
- Equity

Foege suggested that a survey could be constructed. Muccino suggested several courses of possible action including the EC undertaking it as a project, a general discussion with the MC members could organized, a subgroup of the Member Councils could be put together to undertake the project or a survey could be utilized. DeSalvo inquired if the MCDLSS would be doing likewise. Muccino answered in the affirmative, that the topic would be discussed at their next EC meeting. Henderson asked if the evaluation was of FLVC or the Member Councils. Muccino clarified that it would be an evaluation of the Members Councils and how they were working. Foege suggested putting together a focus group to ground the survey or other mode of inquiry for the evaluation. Other members suggested a discussion item at the next MC meeting. Foege suggested tabling the item until next EC meeting. Muccino suggested putting together a briefing document for distribution to the MC.

Foege, the EC Secretary, asked if FLVC could take responsibility for the minutes of the full MCLS meetings. Doing so would enable the EC Secretary to participate in the meeting since that individual is also a member of the MCLS. The Committee members present agreed. Muccino suggested that EC members consider making the EC Secretary a voting member of the EC. Harrison stated doing so would require a change to the bylaws. It was agreed that FLVC would take responsibility for taking the minutes at the next MCLS meeting. The suggestion of making the EC Secretary a voting member of the EC was tabled pending a future bylaws review.

Finalize December MCLS Meeting Agenda
The Committee members reviewed the agenda for the December MCLS meeting. Harrison asked Henderson if she was going to be able to deliver her primer document on the Islandora project at the meeting. Henderson said it would be ready. Henderson suggested that a briefing of FLVC Board activity should be a standing item on the MCLS agenda.

Henderson suggested that an item be added to the agenda for reporting on the receipt of pricing for Newsbank databases that are part of the statewide core. She noted that pricing was just received from the vendor and was not included in the review of core e-resources previously undertaken. FLVC will send out a briefing document prior to the MCLS meeting.

Executive Committee Meetings
Future Topics

The following topics were suggested:

- Joint MCLS and MCDLSS ECs meeting and/or joint working group
- Embedded librarians

Next Meeting Date
FLVC will send out a poll for best dates for a January meeting. Harrison had a question regarding the February MCLS meeting. Should it be an all-day meeting or two half-day meetings? The members present agreed that it should be an all-day meeting.

New Business
No new business was presented.

Adjournment
Chair Zimmerman called for adjournment.