



**Executive Committee of the
Members Council on Library Services (MCLS)
Conference Call**

Agenda

Thursday, February 20, 2014 – 2:30 p.m. to 4:00 p.m. ET

Dial-in Number: **1-888-670-3525**

Participant Passcode: **575 614 9391** followed by the # key

2:30	Call to Order	Julia Zimmerman
2:30 – 2:35	1. Public Comment	
2:35 – 2:40	2. Approve January 13, 2014 Meeting Minutes	Bill Foege
2:40 – 3:10	3. Next-Gen ILS RFI	Jean Phillips, Ellen Bishop
3:10 – 3:20	4. Nominating Committee Processes	Julia Zimmerman
3:20 – 3:30	5. Committee for MCLS Goals	Julia Zimmerman
3:30 – 3:35	6. June MCLS Meeting	Julia Zimmerman
3:35 – 3:45	7. Update from FLVC	Don Muccino, Lucy Harrison
3:45 – 3:50	8. Update from Members Council on Distance Learning and Student Services (MCDLSS)	Pat DeSalvo
3:50 – 3:55	9. Executive Committee Meetings A. Future Topics B. Next Meeting Date	Julia Zimmerman
3:55 – 4:00	10. New Business	Julia Zimmerman
4:00	Adjournment	Julia Zimmerman



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

February 20, 2014

A regular meeting of the Florida Virtual Campus (FLVC) Executive Committee of the Members' Council on Library Services (EC) was called to order at 2:30 p.m. EDT pursuant to the notice sent to all committee members.

The following committee members were present: Barry Baker (UCF), Bill Foege (Polk State), Janice Henderson (Northwest Florida State), Lori Driscoll (Gulf Coast State), Pat DeSalvo (Seminole State) and Julia Zimmerman (FSU). Also present were the following FLVC staff: Tammy Elliott, Lucy Harrison, Linda McCarthy, Ellen Bishop, Don Muccino and Lauren Sproull. Also attending were, Jean Phillips (SUS representative to the NGTF), and Ann Prestamo (MCLS liaison to the NGTF).

Committee Chair, Julia Zimmerman, called the meeting to order at 3:03 p.m., and Bill Foege recorded the proceedings of the meeting.

Public Comment

Chair Zimmerman called for public comment. No public comment was forthcoming.

Approve January 13, 2014 Meeting Minutes

The committee reviewed the draft minutes of the January 13, 2014 meeting. Janice Henderson moved to approve and Barry Baker seconded the motion. The minutes were unanimously approved.

Next Generation ILS RFI

Jean Phillips, the SUS representative to the Next Generation ILS Task Force (NGTF) presented the draft RFI to the Executive Committee (EXCOM). Ellen Bishop, FLVC NGTF representative was also present and assisted with the report. Jean discussed the timeline for the RFI process. The Task Force hopes to have the RFI out to vendors by March 3. Vendors would respond and hopefully provide demos to which the library community would provide comments. The Task Force would digest the vendor responses and MCLS community comments into a report to go first the Executive Committee and then to the full MCLS by the first week of June. Jean reviewed the main points of the draft for the members present.

Members commented on the draft. Jean will take the comments back to the Task Force. Don raised the question as to how the RFI process would reach out to the open source community. Jean indicated that this group is included and will receive the RFI. Jean asked for additional comments and if the Executive Committee was comfortable enough with the draft for the Task Force to move forward. The consensus of the Executive Committee was positive for moving forward.

Jean discussed with the EC members present the possibility of the Task Force having a face-to-face meeting. The EC expressed concern about FLVC funding such a meeting and setting a precedent since committees and task forces are expected to perform their work virtually. Chair Zimmerman suggested a motion be heard for such a meeting. Pat DeSalvo made the motion, seconded by Janice Henderson. Discussion ensued on the matter. Pat DeSalvo suggested that the task force members' institutions should

fund their employees travel to FLVC face-to-face meetings and that those members whose institutions declined to provide funding could attend virtually. The Chair restated the motion as to whether or not the EC would authorize a face-to-face meeting of the NGTF regardless of the funding and called the vote. The motion passed 4 to 1. As it stands relative to the motion, the task force member's institutions would provide funding for the travel and FLVC will try to provide the means to support virtual attendance and working efficiencies to facilitate the process. This item would be reopened for discussion in a future meeting.

Nominating Committee Processes

Chair Zimmerman reviewed that a nominating committee to find a slate of MCLS officers for next year (2014-2015) was appointed at the last MCLS meeting. Lucy Harrison noted that nominations need to come forward prior to the next MCLS meeting in June. Pat DeSalvo indicated that she is on the nominating committee and would serve as committee chair. It was agreed that Pat will serve as nominating committee chair and liaison to the Executive Committee. Discussion ensued and questions arose about the language re nominating committees in the bylaws. Henderson will research and report at the next Executive Committee meeting. FLVC will send out information to the nominating committee volunteers.

Committee for MCLS Goals

Lucy Harrison reviewed what occurred at the MCLS meeting regarding establishing a committee to define goals for the MCLS for the next year. The question arose if this committee was to be a committee of the Executive Committee or of the full MCLS. Pat DeSalvo noted that she recalled that it was discussed at Members Council that the construction of MCLS goals could part of the breakout sessions at the MCLS meetings. The members present were unsure as to what was concluded regarding this item at the last Members Council. Janice Henderson volunteered to draft some MCLS goals as a starting point and present them to the Executive Committee at its next meeting in March.

June MCLS Meeting

Lucy Harrison advised that the next MCLS meeting is scheduled for Tuesday, June 10th. The meeting will be in Daytona and will likely be held at Daytona State College. Don Muccino noted the need for infrastructure to support members and guests attending virtually. Pat DeSalvo noted that there was confusion about the hotel rates for the February meeting which occurred the day prior to the CIA and LRSC meetings. Bill Foege suggested working with the Association of Florida Colleges on the hotel arrangements since AFC sponsors and organizes the Council meetings. FLVC staff will work on making the arrangements for the meeting location and on coordinating the hotel room block.

Update from January 10 FLVC

Don Muccino presented the update on activities at FLVC since the last Executive Committee meeting including FLVC's work on its internal planning process, FLVC staff's attendance an OPPAGA (Office of Program, Policy Analysis and Government Accountability) meeting regarding FLVCs activities, and FLVC's contacts with the SUS Board of Governors.

Lucy Harrison reported on the Discovery Tool project. She provided updates on the preview period and subsequent release of the statewide discovery tool (MANGO). She encouraged the group to participate in the preview. She further noted that the U Borrow function will be available for the FCS in April and that the statewide discovery tool will go live on March 1. Local implementations will begin this summer. Harrison also reported that work is continuing on e-resources. FLVC will meet with EBSCO re pricing issues. The FLVC Help Desk will be implementing a new Web portal that will enable the Help Desk to be contacted via the Web. Help Desk call volume is up.

Update from Members Council on Distance Learning and Students Services (MCDLSS)

Don Muccino reported on MCDLSS developments. He noted that this group's last meeting focused on serving students with disabilities and ADA requirements. He also noted that there was discussion regarding the process and definition of the "common marketplace" requirement for distance learning. A meeting is scheduled on March 20 to discuss in depth the common marketplace concept and its implications for FLVC.

Executive Committee Meetings

- A. Future Topics – FLVC and retirees, promotion of services, User Interfaces Standing Committee report, Janice's bylaws and goals report, MCLS meeting structure
- B. Next Meeting Date – Tammy Elliott will send out a poll for a March meeting.

New Business

Chair Zimmerman called for new business items. There were no new business items forthcoming.

Adjournment

Chair Zimmerman called for a motion to adjourn. Baker moved and Janice Henderson seconded. The meeting adjourned at approximately 4:00 PM.