



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

Agenda

Tuesday, April 29, 2014 – 10:30 a.m. to 12:00 p.m. EDT

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

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

10:30	Call to Order	Julia Zimmerman
10:30 – 10:35	1. Public Comment	
10:35 – 10:40	2. Approve March 28, 2014 Meeting Minutes	Julia Zimmerman
10:40 – 10:45	3. Digital Initiative Standing Committee (DISC) Islandora Development Update	Don Muccino, Lucy Harrison, Lydia Motyka
10:45 – 10:50	4. Resource Sharing Standing Committee (RSSC) Survey Update	Lucy Harrison, Wendy Ellis
10:50 – 10:55	5. Update from Members Council on Distance Learning and Student Services (MCDLSS)	Pat DeSalvo
10:55 – 11:00	6. Update on Nominating Committee Process	Pat DeSalvo
11:00 – 11:40	7. Update from FLVC A. Organizational Updates B. Library Services Satisfaction Survey C. Project Update	Don Muccino, Lucy Harrison
11:40 – 11:50	8. Agenda Items for June MCLS Meeting	Julia Zimmerman
11:50 – 11:55	9. Executive Committee Meetings A. Future Topics B. Next Meeting Date	Julia Zimmerman
11:55 – 12:00	10. New Business	Julia Zimmerman
12:00	Adjournment	Julia Zimmerman



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

April 29, 2014

A regular meeting of the Florida Virtual Campus (FLVC) Executive Committee of the Members Council on Library Services 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), Pat DeSalvo (Seminole), Lori Driscoll (Gulf Coast), Janice Henderson (Northwest Florida State), and Julia Zimmerman (FSU). Also present were the following FLVC staff: Tammy Elliott, Brenda Ferris, Lucy Harrison, Linda McCarthy, Lydia Motyka, Don Muccino, and Lauren Sproull.

Committee Chair Julia Zimmerman called the meeting to order, and Tammy Elliott recorded the proceedings of the meeting.

Public Comment

There were no public comments.

Approve March 28, 2014, Meeting Minutes

The committee approved the minutes with no corrections.

Digital Initiatives Standing Committee (DISC) Islandora Development Update

Harrison gave the latest updates on Islandora development. The video content module is now installed and in production and OAI metadata is exposed for harvesting for FSU. The ability to search for and link to materials in Islandora from Mango is also now available. Work on the Serials module has begun and FLVC is also working to enhance Islandora statistics. Harrison noted that FLVC is continuing to collect the enhancement requests and features and functionality from the individual institutions.

Batch loading of materials for MARCXML and Dublin Core and conversion to MODS is on hold. FLVC is waiting on some feedback from a DISC subgroup before implementing display of finding aids and encoded archival descriptions. Motyka added that the committee is also working to put a prototype of a recording database in test this month.

FLVC staff, along with the co-chairs from DISC, will be meeting with Judy Russell (UF) to discuss her concerns about a digital platform moving forward. While FLVC agrees that the committee should be looking toward the long-term development of a platform that meets the needs of all FLVC libraries, they also want to ensure that the process of prioritizing requests continues to flow through DISC. There is a need to balance long-term and incremental development needs.

Resource Sharing Standing Committee (RSSC) Survey Update

Harrison shared the results of the survey so far with the committee. The committee hopes to have the complete results ready to share at their next meeting. So far, there are twelve responses. Harrison also followed up on previous comments that FLVC would make the colleges and universities suppliers of last resort. She noted that FLVC staff member Wendy Ellis talked to the CSUL RSSC representative, who requested that implementation not occur until after their spring semester ends in May.

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

DeSalvo reported that the MCDLSS will be meeting on May 19-20, 2014. Planning for their symposium in July continues and at this time, the preliminary agenda does not include a library services component. Muccino noted that FLVC would need to revisit the role of the liaison that is currently established between the two councils. While the committee realizes that this will be dependent on the governance and structures of the two new organizations, they voiced their support for continuing this relationship.

Update on Nominating Committee Process

DeSalvo reported that the slate of officers being recommended is: Anne Prestamo (FIU) for Chair-Elect, Bob Dugan (UWF) for SUS Representative at Large, and Pat Profeta (IRSC) for Secretary.

Organizational Updates

Muccino reported updates on the pending legislation affecting FLVC. The legislation repeals the statute that created FLVC and establishes a distance learning organization and a library services organization, both housed within the University of West Florida (UWF) under the Complete Florida Plus Program. This new organization will also contain the Complete Florida Degree Initiative. All personnel, contracts, funds, liabilities, and obligations will be transferred to UWF by December 31, 2014. There have also been cuts in nonrecurring and e-resource funding that will impact FLVC regardless of whether or not the legislation passes. Muccino also reported that none of the Legislative Budget Request (LBR) items were approved. The final legislation will be voted on by May 2.

Muccino also reported on third quarter activities at FLVC, noting that the following efforts are now complete: data center consolidation; Liferay (new web platform) implementation; distance learning catalog modernization (phase 1); help desk consolidation; CRM implementation; statewide discovery tool implementation; and College and Career Readiness Evaluation tool development (phase 1). In the fourth quarter the focus will probably be on transition planning rather than strategic and annual planning, and working with Pam Northrup (UWF) to create an outline for a transition plan.

Library Services Satisfaction Survey

Harrison reminded the committee that the MCLS agreed at a previous meeting to do a library services satisfaction survey twice a year, including before the upcoming June meeting. Committee members agreed that it would still be valuable to do this survey. The committee agreed to add a question that will provide some insight from the council on what they feel should be key efforts for FLVC after their transition.

Harrison also noted that there are a number of programs that run under digital services at FLVC, which is an area hit hard by staff turnover. FLVC will be doing an internal review of all digital services they offer and evaluating them to make recommendations on what should be continued, improved, or decommissioned. They will use information gleaned from this to come up with a scope and a vision for the new organization's digital services.

FLVC would like to survey the MCLS regarding those digital services to find out which ones are critical to their success and which would be difficult for them to take on locally. They would also like to know what services FLVC should be providing that they are not, and if there are services FLVC provides that the institutions do not use, why and what is being used instead. Harrison asked the committee if they wanted to do this digital services survey in conjunction with the library services survey, but their preference was that there be two separate surveys.

Project Updates

Harrison reported updates on the following FLVC projects:

- Next-Gen ILS Task Force—Vendor demos are now complete. The task force will meet in Orlando on May 5-6 to create their report and recommendation(s). They will be prepared to bring a draft copy of their report to the next Executive Committee meeting for discussion. Since the new legislation affects the reserves that FLVC had set aside for some one-time costs associated with the next-gen ILS, depending on the recommendations from the task force and how the budget works out, FLVC may have to request additional funds via LBR before starting an ITN.
- Discovery Tool—FLVC is actively working on the college implementation of Mango and will soon send out information so that institutions can do some testing. They are planning a soft launch over the summer with availability for public use in the fall. A complete look and feel refresh of Mango is possible, but it will be dependent on how soon FLVC may move forward on the next-gen ILS. Some of the vendors do not offer the option to interoperate with a third-party discovery tool, and if that is the case, a discussion on how much effort should be put into doing a complete refresh will need to take place, especially if the plan is to move forward fairly soon with the next-gen ILS.
- Florida Polytechnic University—Set-up for this institution is going smoothly. Initial test spaces and table configurations have been set up. Kathryn Miller is the director and she will be working with existing staff from the Florida Industrial and Phosphate Research Institute Library on setting up the library. They will meet with FLVC staff for a high-level overview of FLVC services.
- Aleph Password Security Changes—FLVC needs to test some of the recommendations from the Technical Services Standing Committee. Once that is complete, they plan to communicate more information and then implement those changes.
- UPD Y is in production for subjects, and series are next.
- McCarthy reported that the regional meetings are going well, although attendance is down from last year. Interactive round-table discussions are being integrated into the sessions.

Agenda Items for June MCLS Meeting

At the June 10, 2014, MCLS meeting, the committee would like to discuss activities for FY 2014-15 e-resources, a new MCLS structure and operating procedures, the recommendations from the Next-Gen ILS Task Force, and receive updates on organizational changes at FLVC.

Executive Committee Meetings

Future Topics

At their next meeting, the committee would like to discuss the draft report from the Next-Gen ILS Task Force, the results of the RSSC survey, and receive an update on the e-resources activities (The committee asked that Claire move forward with this as soon as legislation is complete.).

Next Meeting Date

Elliott will send out a Doodle Poll to the committee to set a date for a May meeting.

New Business

There was no new business.

Meeting adjourned at 11:47 a.m.