



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

Agenda

Wednesday, August 19, 2015 – 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	Anne Prestamo
2:30 – 2:32	1. Approve July 15, 2015 Meeting Minutes	Anne Prestamo
2:32 – 3:00	2. Legislative Budget Request (LBR) Update	Janice Gilley, Pam Northrup
3:00 – 3:15	3. MCLS Processes and Procedures	
	A. OATER Update	Claire Dygert, Tracy Elliott
	B. Confirm September MCLS Meeting Agenda Topics	Anne Prestamo
3:15 – 3:30	4. Standing Committee Processes	Anne Prestamo
	A. Select MCLS Replacement Liaisons for DISC, RSSC, and TSSC	
	B. Select New Replacement Member for the TSSC	
	C. Select New Replacement Member for the UISC	
	D. Requests for New Working Groups	
	1) DISC PALMM Subcommittee	
	2) CMESC FCS E-Book Deselection Task Force	
	3) CMESC White Paper Task Force	
3:30 – 3:40	5. Next-Gen ILS Update	Anne Prestamo, Lucy Harrison
3:40 – 3:45	6. Update from FLVC	Pam Northrup, Don Muccino, Lucy Harrison
	A. Organizational Updates	
	B. Strategic IT Task Force	
	C. Project Updates	
3:45 – 3:50	7. Update from Members Council on Distance Learning and Student Services (MCDLSS)	Don Muccino
3:50 – 3:55	8. Executive Committee Meetings	Anne Prestamo
	A. Future Topics	
	B. Next Meeting Date (September 16, 2015)	
3:55 – 4:00	9. New Business	Anne Prestamo
4:00	Adjournment	Anne Prestamo

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

Minutes

August 19, 2015

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

The following committee members were present: Janice Henderson (Northwest Florida State), Anne Prestamo (FIU), Bob Dugan (UWF), Kathryn Miller (FPU), Ray Calvert (Pasco-Hernando). Also present: FLVC/CFPP (Complete Florida Plus Program) staff: Lucy Harrison, Pam Northrup, Tammy Elliott, Don Muccino, Linda McCarthy, Lauren Sproull, Janice Gilley, Mike Dieckmann. Also present Shelly Schmucker, CMESC Co-Chair.

Chair Anne Prestamo called the meeting to order at 2:33 PM EDT and Kathryn Miller recorded the proceedings of the meeting.

July 15 minutes were approved.

Legislative Issues

It was announced that two LBRs will be on the agenda at the BOG meeting at UF in September.

Janice Gilley: Feedback regarding the e-resource LBR from legislative staff on this year's LBR is from the perspective that:

- Because colleges and universities are now receiving performance funding that they feel we are already getting money
- Getting the 5 million reinstated was a big deal. Next year's funding will reflect two systems coming together and there may be bigger savings in implementation than we think. If not, we may need to justify why this funding should not come out of the performance funding.

Pam Northrup: Cost is an issue with the LBR, but also what makes implementing a next generation system a good thing for the state of Florida (why should the state of Florida invest in this?)

Bob Dugan: Will LBRs be on the agenda for the next Members' Council meeting?

Action Item: Put LBR on the Members' Council agenda so people know when the issue will be discussed.

Noted: Last year LBR at 4.5 million. This year 1.5 million.

Anne Prestamo: There needs to be reiteration of the fact that the ILS systems as they exist now have not been part of campus budgets. We do not have current lines in our budgets, and many campuses do not have the staff needed to come in and do the work necessary for the migration.

Pam: The plan is to spend this next year putting together the implementation plan and getting a solid idea of what those implementation dollars are.

The issue on the table is the implementation and the cost to each institution for the cost of integration of the system onto each campus. FLVC will work with campus and library administration to identify the true costs.

We need to figure out what the costs are in order to be able to ask for the money.

We have money in the base budget for the ILS system. We need (new, non-recurring money) to cover the implementation costs.

Janice will get us the bullet points and a deadline by when we need responses.

OATER

Update given by Janice Henderson.

The group is working on a survey. As this group completes their work, they will need additional people to assist with implementation.

September Members' Council Meeting

Proposed agenda for September membership meeting was discussed.

Dugan raised the question about the LBR update and given that Pam will only be there on Thursday, adding that it could be added as a sub-point under legislative update on Thursday.

The e-resources portion of the meeting. Pam is confident that she can talk with members from the Executive Committee for direction and information from those sessions.

Anne Prestamo asked if we can we move reports from standing committees to Wednesday afternoon. That will give us more time for Thursday. Lucy Harrison agreed.

The suggestion or adding more interactive parts to the September agenda was made.

It was agreed that the group would structure some questions to address the 3-year plan.

Pam mentioned the idea of setting goals for each meeting.

Committee Liaison Replacements

Replacements for the following committees were discussed and the following replacements identified:

- Resource Sharing: Erica Wang (Seminole State)
- Tech Services Standing Committee: Mercedes Clemens (Daytona State)
- DISC: Still looking for liaison.

Bob Dugan made a motion to accept the named replacements. Kathryn Miller seconded. Motion passed.

Also, one University replacement for Technical Services was named, Jodi Hewitt.

Kathryn Miller made a motion to accept the named replaced. Janice Henderson seconded. Motion Passed.

And a replacement for the User Interfaces standing committee was named, Chad Mirin.

Janice Henderson made a motion to accept the named replacement. Kathryn Miller seconded. Motion passed.

Working Group Updates

- Digital Initiatives Standing Committee requesting to create a PALMM subcommittee. Timing is good. Run some reports. Good amount of use. Needs to be reimagined as it moves onto a new platform. Move to say yes, but ask for clarification on whether this is a task force or permanent sub-committee.

Janice Henderson motioned for acceptance, Kathryn Miller seconded. Motion passed.

- Task force for ebook weeding was approved in February 2014. All 11 committee members are working on weeding through 28000 ebooks. Recommendation that this groups do this weeding every 3 years.

Janice Henderson motioned for acceptance, Bob Duggan seconded. Motion passed. Noted: Thanks to this group for doing this critical work.

- CMESC White paper task force. Anne Prestamo worked with Judy Russell as liaison to that group. Judy Borne, Pat Profeta, Shari Johnson, Valerie Boulous, Debbie Robinson, Mary Page, Scott Schmucker, Claire Dygert, and Judy Russell. Work to bring this group together is already under way.

Next gen ILS Update

Mike Dieckmann reported that both primaries and alternatives were included in the negotiation workgroup.

Anne Prestamo and Janice Henderson were added to the negotiation team.

With those two groups set, the team is working toward beginning negotiations with the vendor.

Update from FLVC

Lucy Harrison indicated that she will be sending out the full monthly project updates to this group next week, in advance of the September MCLS meeting. For now, she highlighted the following items:

- HathiTrust ADA Access: FLVC staff have discussed various options with UISC regarding the best method for presenting these items in both the SUS local and union catalogs. For the statewide interface, FLVC developers have figured out how to only show the HathiTrust ADA items for universities, and not for the colleges, which is a good development. The UISC made recommendations on the facet, ADA symbol, screen location, and text for the request form in Mango. These decisions were passed on to FLVC developers on 8/13, who are implementing them in test. Once complete, they plan on sending a test link to UISC for them to provide additional feedback. They hope to provide firm release date at MCLS meeting in September.

- Database Cleanup: FLVC has now completed the cleanup of approximately 90% of the 290,000 records that had been identified (non-OCLC record sets with OCLC numbers in the 035 and a single holding). They are facing diminishing returns in the effort required to clean up the remaining 10%, and are discussing whether it might be best to move on to another activity with better return on effort.
- Library Staff Website: The development effort is nearing completion, and they hope to provide a firm release date at the MCLS meeting in September. They are targeting the end of September.
- Help Desk: There were 1015 new cases submitted in July, and 93% of those were resolved and closed in that same month.

Executive Committee Meetings

Next scheduled meeting—September 16.