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

Conference Call Agenda

Wednesday, May 17, 2017 – 2:00 p.m. to 3:30 p.m. ET

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

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
<th>Presenter(s)</th>
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<tbody>
<tr>
<td>2:00</td>
<td>Call to Order</td>
<td>Ray Calvert</td>
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<td>2:00 – 2:05</td>
<td>1. Approve April 19, 2017 Meeting Minutes</td>
<td>Ray Calvert</td>
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<td>2:05 – 2:40</td>
<td>2. MCLS Processes and Procedures</td>
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<td></td>
<td>A. Report on Nominating Committee Activities</td>
<td>Anne Prestamo</td>
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<td>B. Finalize May MCLS Meeting Agenda Topics</td>
<td>Ray Calvert</td>
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<td>C. FALSC Standing Committee Vacancies</td>
<td>Ray Calvert</td>
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<td></td>
<td>i. CMESC Vacancy <em>(1 Application Received: C-S)</em>; Need FCS Member to</td>
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<td></td>
<td>Replace Sara Duff, GCSC—*(The CMESC membership will be an unexpired term</td>
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<td>beginning immediately and ending December 31, 2018.)*</td>
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<td>ii. DISC Vacancy <em>(1 Application Received: U-R)</em>; Need SUS/U-R Member</td>
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<td>to Replace Jamie Rogers, FIU—*(The DISC membership will be a three-year</td>
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<td>term beginning July 1, 2017 and ending June 30, 2020. On July 19, 2016,</td>
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<td>Jamie Rogers (FIU) was reinstated for one year to serve out her term as Co-</td>
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<td>chair.)*</td>
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<td>iii. TSSC Vacancy <em>(2 Applications Received: U-R and U)</em>; Need SUS Member</td>
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<td>to Replace Margarita Perez, FIU—*(The TSSC membership will be an unexpired</td>
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<td>term that would begin July 1, 2017 and end June 30, 2019. The TSSC would</td>
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<td>like this position opened to ALL SUS institutions.)*</td>
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<td>D. Finalize Recommendations Regarding MCLS Operating Procedures</td>
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<td>2:40 – 3:00</td>
<td>3. Update on Sierra / Encore Duet Implementation</td>
<td>Ellen Bishop, Dave Whisenant</td>
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<td>3:00 – 3:20</td>
<td>4. FALSC Updates and Briefings</td>
<td>Elijah Scott, Linda McCarthy</td>
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<td>A. Legislature and Budget</td>
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<td>B. NGILS Branding Activities</td>
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<td>3:20 – 3:25</td>
<td>5. Executive Committee Meetings</td>
<td>Ray Calvert</td>
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<td>A. Future Topics</td>
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<td>B. Confirm February Meeting Date (June 21, 2017)</td>
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<td>3:30</td>
<td>Adjournment</td>
<td>Ray Calvert</td>
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Regular Meeting of the
Members Council on Library Services (MCLS) Executive Committee
Minutes
May 17, 2017

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 2:00 PM EDT pursuant to notice sent to all committee members. The following committee members were present: Elijah Scott (FALSC), Ellen Bishop (FALSC), Joni Branch (FALSC), Linda McCarthy (FALSC), Scott Schmucker (FALSC), Dave Whisenant (FALSC), Tammy Elliott (FLVC), Kathryn Miller (FPTU), Christina Will (SJRSC), Ray Calvert (PHCC), and Jill Simser (EFSC).

Approve April 19, 2017 Meeting Minutes
Minutes were unavailable prior to the meeting, but are forthcoming.

MCLS Processes and Procedures
Report on Nominating Committee Activities
Candidates for the following open positions are:

- Tom Messner (FSCJ), Chair-Elect Officer: Elect FCS for 3-year term
- Brian Doherty (NCF), Secretary: Officer: Elect for 1-year term
- Karen Griffin (HCC), FCS at-large Representative: Officer: Elect for 2-year term

MCLS will vote on candidates at the next meeting.

Finalize MCLS Meeting Agenda Topics
Two agenda items will be added:

- Ebsco Products Promotion to SUS and FCS for Curriculum Builder, Full-Text Finder and EDS Discovery layer.
- Proposal to merge the Discovery Configuration Working Group and Discovery Interface Working Group. The two groups often meet and many issues overlap. If approved, Ellen noted the groups will merge membership and as members drop off the WG will not replace them.

A motion by Christina to approve the two agenda items. Seconded by Jill. Motion carried.

Brainstorm May MCLS Meeting Agenda Topics
Wednesday, May 24, 2017

- Questions and Answer Session with FALSC Standing Committees
- Questions and Answer Session with Sierra / Encore Duet Implementation Working Groups
- Updates from Other Groups and Committees

FALSC Briefings and Discussion
- Updates and Discussion on Sierra/Encore Implementation
- Updated Timeline
 Summary of Development Issues
 Other Updates

Thursday, May 25
FALSC Briefings and Discussion
• Legislative Update
• Update on Hiring Activities
• Other Updates
E-Resources Update

MCLS Processes and Procedures
• Elections
 Discussion and Approval of Updated Bylaws
• Confirm Future Meeting Dates and Locations:
 September 13-14, 2017—New College of Florida, Sarasota
 December 2017—FLVC, Tallahassee?

Update on NGILS Branding Activities

FALSC Standing Committee Vacancies
CMESC Vacancy (Sara Duff, GCSC)—Need FCS Member
(The CMESC membership will be an unexpired term beginning immediately and ending December 31, 2018.) 1 application received by Nora Rackley (LSSC). A motion by Jill to approve. Seconded by Christina. Motion carried.

DISC Vacancy (Jamie Rogers, FIU)—Need SUS/U-R
(The DISC membership will be a three-year term beginning July 1, 2017 and ending June 30, 2020. On July 19, 2016, Jamie Rogers (FIU) was reinstated for one year to serve out her term as Co-chair.) 1 application received by Kelly Rowan (FIU). A motion by Christina to approve. Seconded by Jill. Motion carried.

TSSC Vacancy (Margarita Perez, FIU)—Need SUS
(The TSSC membership will be an unexpired term that would begin July 1, 2017 and end June 30, 2019. The TSSC would like this position opened to ALL SUS institutions.) 2 applications received by Susan Massey (UNF) and Elaine Dong (FIU). A motion by Jill to approve Susan Massey. Seconded by Christina. Motion carried.

Finalize Recommendations Regarding MCLS Operating Procedures
Minor edits suggested for Section E.4 Quorum and Voting. A motion by Kathryn to approve. Seconded by Jill. Motion carried. The document will be distributed to the MCLS listserv to preview prior to the MCLS meeting where it will be presented for consideration.

Update on Sierra / Encore Duet Implementation
Ellen reported statewide training continues, as does data review and workflow testing. FALSC is working with III to revise the timeline, project plan and schedules. They meet all day tomorrow and Friday.

All three servers – Production, Training and Testing have been moved to Amazon Web Services. They are running instances of Sierra 3.1 and Encore 4.6.
Individual user accounts are not expected to be ready until the end of July. There was no permissions data mapping from Aleph to Sierra.

Ellen informed a member of the Cataloging Working Group will be leaving after July. Although Go-Live has been delayed, she was unable to extend her participation. It is important to replace her with an FCS candidate to retain the expertise. The working group is discussing possible replacements. The Excom will be notified when a replacement has been selected.

Dave and Ellen will present at MCLS in May the new timeline, project schedule, project plan in light of the delay Go-Live decision. They continue work with III on development issues. They are also working with EBSCO on the API EDS Discovery. In-person training will continue, as well as all webinars. Refresher courses may be offered in the spring 2018. The day of the decision to delay Go-Live, the Training Working Group was brainstorming on how trainees could remain fresh and wrap it around data review.

**FALSC Updates and Briefings**

**Legislature and Budget**

Elijah informed Andrew Romer, our legislative liaison, will provide a full legislative update at the May meeting. Elijah encouraged members to become acquainted with him and inform him of issues or concerns. At this time the FALSC budget is flat.

**NGILS Branding Activities**

Linda sought input on the various treatments of the logo for OAK, Online Access to Knowledge. Members provided positive feedback. She will share at the MCLS meeting.

**Confirm Next Meeting Date**

June 21, 2017 2:00 - 3:30)

Meeting adjourned: 2:45 pm.