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

Wednesday, October 18, 2017 – 2:00 p.m. to 3:30 p.m. ET

Dial-in Number: 1-888-670-3525
Participant Passcode: 727 604 9785 followed by the # key

Committee Members: Raymond Calvert (PHSC), Brian Doherty (NCF), Karen Griffin (HCC), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

2:00 Call to Order Kathy Miller, Chair

2:00 – 2:05 1. Approve September 20, 2017 Meeting Minutes Kathy Miller

2:05 – 2:35 2. MCLS Processes and Procedures Kathy Miller
   A. Liaisons for TAOERSC and LASC
      i. MCLS Liaisons
         o Todd Chavez-USF- TAOERSC
         o Katie Sacco-LSSC- LASC
      ii. FALSC Liaisons
         o Elijah Scott, Interim- TAOERSC
         o Brenda Rutten, Interim-LASC
   B. Update on Call for CMESC Applications—Need FCS Member (There are currently 2 applications. The deadline is October 31, 2017).
   C. Confirm Next MCLS Meeting Dates
      i. November 1, 2017 - 9:30a.m.-12:30p.m. (Virtual)
      ii. December 7-8, 2017 (FLVC, Tallahassee)
      iii. February 27-28, 2018 (Location TBD) (Dates that were the most popular in Doodle Poll)
      iv. May 15-16, 2018 (UCF, Orlando, FL)
   D. Agenda Topics for MCLS Virtual Meeting November

2:35– 3:10 3. Update on Sierra / Encore Duet Implementation Ellen Bishop, Dave Whisenant
   A. October Testing

3:10 – 3:20 4. FALSC Updates and Briefings Ellen Bishop
   A. Hiring Update
      i. Director of E-Resources
      ii. Director of Digital Services and OER
      iii. Director of Library Support and Training
      iv. Library Services Analyst
5. Executive Committee Meetings
   A. Confirm Next Meeting Date
      i. November 15, 2017

6. New Business

3:30 Adjournment
Executive Committee of the Members Council on Library Services (MCLS)
Minutes
Wednesday, October 18, 2017 - 2:00 p.m. to 3:30 p.m. ET

Committee Members: Raymond Calvert (PHSC), Brian Doherty (NCF), Karen Griffin (HCC), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

FALSC Staff: Joni Branch, Tammy Elliot, Scott Schmucker, Ellen Bishop, Brenda Rutten, Dave Whisenant, Susan Rodgers.

2:00 Call to Order - Kathy Miller, Chair


2. MCLS Processes and Procedures - Kathy Miller

   A. Liaisons for TAOERSC and LASC
      i. MCLS Liaisons
         - Todd Chavez-USF- TAOERSC
         - Katie Sacco-Lake-Sumter State College- LASC
      ii. FALSC Liaisons
         - Elijah Scott – TAOERSC
         - Brenda Rutten – LASC

   B. Update on Call for CMESC Applications—
      iii. The Committee needs an FCS Member. There are currently 2 applications.

   C. Confirm Next MCLS Meeting Dates
      i. November 1, 2017 - 9:30am-12:30pm (Virtual)
      ii. December 7-8, 2017 (FLVC, Tallahassee)
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   D. Agenda Topics for MCLS Virtual Meeting November
      i. ILS readiness
      ii. Textbook affordability
      iii. ACRL presentation
3. Update on Sierra / Encore Duet Implementation - Ellen Bishop, Dave Whisenant

A. Review of testing – there have generally been mixed comments from those testing.
B. Latest releases of Sierra and Encore have been installed.
C. A solution has been developed for fixing bibliographic record holdings – It looks good. There are no duplicate bibs. Innovative has raised the holdings cap to 10,000.
D. Issues:
   i. Scoping – attaching institutional agency codes to records – the system would not allow changes to be made to records. Innovative has fixed this problem. FALSC has asked why problem existed in the release.
   ii. Printing issues when printer checkbox is not checked – has been fixed.
   iii. Workflow issues are being reported.
   iv. Paging – the system is set up to allow local paging. The ability to turn off paging will not be available until June 2018.
   v. Slips for paging should be set up to run twice per day, more runs should be set up manually.
   vi. Community Borrower loads will be done manually, or as libraries are currently doing. Logins for community borrowers and their privileges will be looked into.
   vii. Suppressed records presently are displayed to public as withdrawn.
   viii. An additional testing period is scheduled from November 9 through December 2.
   ix. Everyone is encouraged to report issues as they discover them, even outside of the testing period.
   x. Working Groups have created spreadsheets to record issues.
   xi. Some issues that are being addressed include setting up accounts with numerous security issues, eBook display issues, course reserves not linking.
   xii. Time zone problems have reappeared in production instance.

4. FALSC Updates and Briefings Ellen Bishop
   A. Hiring Update
i. Director of E-Resources – The search committee has had an initial meeting (October 16) and is in the process of selecting candidates for a first round interview.

ii. Director of Digital Services – is on a similar timeline.

iii. Director of Library Support and Training – is on a similar timeline.

iv. Library Services Analyst (reporting statistics and analysis) is in the early stages.

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5. Executive Committee Meetings Kathy Miller
   A. Confirm Next Meeting Date
      i. November 15, 2017 3:25 – 3:30

6. No new business

7. Meeting adjourned (Calvert moved, Messner seconded) - 2:43