



Providing statewide library services to Florida's colleges and universities.

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

Wednesday, July 18, 2018 – 2:00 p.m. to 3:30 p.m. ET

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

Participant Passcode: **374 687 2619** followed by the # key

Committee Members: Brian Doherty (NCF), Karen Griffin (HCC), Margaret Hawkins (SCF, Manatee-Sarasota), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

2:00	Call to Order	Tom Messner, Chair
2:00 – 2:05	1. Approve June 20, 2018 Meeting Minutes	Tom Messner
2:05 – 2:15	2. MCLS Processes and Procedures	Tom Messner
	A. Confirm Next MCLS Meeting Dates	
	i. September 11-12, 2018 (SCF, Manatee-Sarasota-Bradenton FL)	
	ii. December 6-7, 2018 (FLVC-Tallahassee, FL)	
	iii. March 7-8, 2019 (Tentative, SPC, Clearwater, FL)	
	3. Standing Committee Appointments (See attached document in packet)	Tom Messner
2:15 – 3:00	4. ITN Update	Elijah Scott
3:00 -3:15	5. Agenda Topics for MCLS Meeting, September 11-12, 2018	Tom Messner
	A. Legislative Update from UWF	
	B. FLVC DLSS Update	
	C. Standing Committee Appointments	
	D. ILS Update	
	E. FALSC Briefings	
	i. Digital Services and OER	
	ii. E-Resources	
	iii. Library Support and Training	
	F. IPEDS Update	
	G. LASC- Repository of Data	
	H. Standing Committee Goals for the Year	
	I. Legislative Budget Request	
3:15 – 3:20	6. Executive Committee Meetings	Tom Messner
	A. Confirm Next Meeting Date	
	i. August 15, 2018	
3:20 – 3:30	7. New Business	Tom Messner
3:30	8. Adjournment	Tom Messner

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A division of the Florida Virtual Campus

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

Wednesday, July 18, 2018 – 2:00 p.m. to 3:30 p.m. ET

Committee Members Present: Karen Griffin (HCC), Meg Hawkins (SCF), Tom Messner (FSCJ), Judith Russell (UF).

FALSC Staff: Ellen Bishop, Rebel Cummings-Sauls, Brian Erb, Rachel Erb, Kendra Parsons, Elijah Scott, and Dave Whisenant.

2:04 Call to Order – Tom Messner, Chair

1. **Small change to EC meeting process-** Going forward, please send agenda items to Susan Rodgers prior to meeting.
2. Move & approval of June 20, 2018 meeting minutes with agreed changes.

Changes – please add Karen Griffin's name to list of committee members attending.

Griffin motioned, M. Hawkins seconded. Minutes approved.

3. MCLS Processes and Procedures – Tom Messner

A. Confirm Next MCLS Meeting Dates – Confirmed

- i. September 11-12, 2018 (SCF, Manatee-Sarasota-Bradenton, FL)
- ii. December 6-7, 2018 (FLVC-Tallahassee, FL)
- iii. March 7-8, 2019 (**Tentative**, SPC, Clearwater, FL)

4. Standing Committee Appointments (See attached document in packet) - Tom Messner

- i. There have already been several notifications of anticipated vacancies, so there will be some additional people to add to the list.

5. ITN Update - Elijah Scott

- i. There is no update at this time; we expect it to move to the next stage with UWF sometime from August 1st to mid-August.

- ii. The ITN should be released in the next 30 days. Then vendors will have the following 60 days to make proposals. Presentations would then be identified and scheduled.
- iii. Tom reported a number of institutions are getting calls from several vendors wanting to provide presentations, etc. Is there a recommended way to respond to the vendors?
 - A. Elijah stated that it is up to the individual institutions. FALSC is not in a position at this point to say yes or no. Once the ITN has been released, then any communication between the vendors must go through FALSC.
 - i. Karen suggested that institutions may want to avoid formal presentations, but that staff should feel free to visit vendor booths (at conferences) or perhaps view webinars.
- iv. Judy suggested we begin reviewing the process for identifying representation for the selection & reviewing committees. There was discussion and input from Tom, Judy, Dave and Ellen.

Action- Ellen will send out the spreadsheets of who was part of the groups during our last review by email and the executive committee will begin to review in order to make suggestions for the make up for both the selection committee and the reviewing committee.

6. Agenda Topics for MCLS Meeting, September 11-12, 2018

- i. Legislative Update from UWF
- ii. FLVC DLSS Update
- iii. Standing Committee Appointments
- iv. ILS Update
- v. FALSC Briefings
 - A. Digital Services and OER
 - B. E-Resources
 - C. Library Support and Training
- vi. IPEDS Update
- vii. LASC- Repository of Data
- viii. Standing Committee Goals for the Year
- ix. Legislative Budget Request
- x.

The agenda for September was agreed upon with the additional possibilities of vendor demonstrations. Additional topics include:

- i. Brian suggested a demonstration from OpenAthens (<https://openathens.org/>) which is an authentication manager that might offer improved assessment.
- ii. A presentation about Open Textbook Network and the Summer Institute is also a possibility (Rebel C.-S)

- iii. Training was mentioned for the ALPH upgrade, not only webinars, but also 'clip videos' which are 1-2-minute videos that would allow someone to dive into topics. (Brian?)
- iv. Data dashboard, libguides for the FALSC Assessment Standing Committee. (Brian?)

7. Executive Committee Meetings

Action - Will need to send out a doodle poll as there are several conflicts with August 15th.

8. New Business-eResources Budget

- i. Meg asked if there was a way to follow up on the need for dialog/support for the eResources budget that was reported at CIA. Elijah reported on the intricacies of the LBR history and that we need to make sure this type of ask has 1) a specific ask or product, 2) it is tied to student success and 3) having FALSC, ask, through FLVC and then UWF, it gets 'lost' and that a combined ask from FCS/SUS would be better.
- ii. There was additional discussion from Judy, Rachel, Tom and Elijha on the need to continue to have these discussions with our provosts (or equivalent positions)
- iii. Discussion included on how these discussions should be unified, have consistent data and be expressed in ways which focus on the finances (rates of inflations/vendor billing).
- iv. Discussion also included examples on how FALSC can impact the business of information, getting prices down when we use the power of group purchasing (Taylor & Francis example)
- v. The importance to the eResources survey, and purchasing priorities was also mentioned.

Action- FALSC will identify relevant data and possibly create an infographic so that the directors have the 'same' data and we can start to have conversations with our Provosts.

9. New Business-Tom asked about the OER Summit.

- i. Rebel reported the Summit will be October 24/25 in Orlando. It will include a keynote and faculty presentations but that librarian-faculty-instructional designer collaborators will be encouraged to attend and that it is intended to be more hands on.

10. New Business-Tom asked for a Mango update.

- i. Ellen and Dave reported that of the 19 institutions that need to migrate, on about half have set dates. Two institutions will be migrating on Monday 7/23.

3:16 p.m. - Meeting adjourned.