

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

**Wednesday, January 16, 2019**

Meg arrived late – not sure time meeting started.

**Attendees:** Brian Doherty (NCF), Karen Griffin (HCC), Meg Hawkins (SCF, Manatee-Sarasota), Tom Messner (FSCJ), Kathy Miller (FGCU).

**1. Approval of December 19, 2018 Minutes**

**2. MCLS PROCESSES AND PROCEDURES**

**a. Next MCLS Meeting Date**

**i. March 7-8, 2019 (LOCATION CHANGE TO TARPON SPRINGS CAMPUS)**

Change was made when it was realized that the hotel was closer to the Tarpon Springs Campus, rather than the St. Pete Campus. Tammy is sending out the change today.

**ii. June 6-7, 2019 (College of Central Florida, Ocala)**

**3. Library Assessment Standing Committee Vacancies – Brian Erb**

There are 2 slots vacant. There was discussion and it was determined that they will remain vacant and be filled in the normal cycle later this spring

**4. FALSC Updates – Elijah**

- a.** The ITN was released 12/22. Vendors were able to submit questions which FALSC reviewed and UWF got back January 9<sup>th</sup> with the exception of a small batch of questions which are being addressed today. The next deadline for vendors to submit their proposals is March 1<sup>st</sup>. Then the selection committee will arrange demonstrations, etc. Reminder- other librarians will be able to view the demonstrations, but only the selection committee can speak to the vendors.

A libguide is being set up. It will be open; any proprietary items will be password protected. The timeline, team information, etc. will be listed there. The Selection team now has a chair, Jean Phillips.

**b. Open Athens – Brian.**

There was a webinar & questions session yesterday. It was positive. Elijah says with some additional funds we will be able to fund for the first 2 years

There was discussion on what it might cost the members two years down the road and a request on what the impact might be on member institutions in year 3.

The Open Athens project outline and timeline has an anticipated implementation timeline (minimum 12 weeks for individual institutions. Galileo took much longer but they have K-12 institutions. For the FCS, there won't be much IT involvement as FALSC tends to do that for the colleges. The universities will require a bit more as they host their own ez proxy.

There was a request for an Open Athens libguide.

After some additional discussion there was a Motion for the executive committee to recommend to the membership to move ahead to purchase Open Athens and begin implementation for those institutions who plan to participate. Motion was seconded and approved unanimously.

**c. Digital Services/OER Update - Rebel.**

FALSC is working on the OG upgrade. FL Digital Archives project is moving forward as is the Islandora upgrade.

There is OTN train the trainer workshop coming up and registration is open. The Summit is just after the OTN training. Attendance is good, but would like fill the hotel block. Additionally OER- train the trainer OTN faculty workshop registration is open. Summit on Feb 27/28. Attendance is good, buy would like to fill hotel block.

Additionally Rebel is working on a method for collecting and reviewing OER standards.

**d. ACRL Metrics - Brian.**

Assessment Standing Committee is working the top 10 indicators to use. The poster (from the Assessment Conference) from Iowa State University is illustrative of the types of indicators the committee is considering. Comment from Tom that the poster focuses KPI input vs. output measures.

**5. CMESC Monthly Report – Rachel for Judy Russell.**

The committee is beginning work on the statewide collection budget for fiscal 2019/2020. Rachel is projecting a 5.5% increase. With the flat budget and the reduction of the funds contributed by FALSC we are anticipating we are likely to have to cancel \$200K to \$400K of resources. The 5.5% is for all resources which are not locked in by multi-year agreements.

Tom was emphatic that usage data needs to be used to help make these decisions.

There was a great deal of discussion on how the committee is struggling in a no win situation; Elijah stated that he may start to join the meetings to assist with any questions. Rachel was asked how long it might take the committee to come up with a rubric or other guidelines in order to help make recommendations.

Rachel is also looking at past agreements and indicated that she will be making a proposal to EBSCO for a 0% increase, as EBSCO gets a great deal of Florida money. Tom

closed the discussion with the idea that perhaps the trends in student enrollment- FTE (it is going down at many institutions) may also help with this proposal.

**6. Agenda Topics for MCLS Meeting, March 7-8, 2019.**

There was some discussion on the idea of Strategic planning/SWOT with the goal of reporting back in June with recommendations which might inform and LBR.

There wasn't any comment at this time on the other topics.

**7. MCLS Meeting Minutes - Dave.**

The meeting minutes have been cleaned up and are current.

**8. Nominating Committee for 19-20 Elections – Tom & Tammy.**

It is that time of year again. It is time to identify nominations and recruit members for the upcoming elections. Secretary and Karen's position are cycling off; There is also a need to find a chair elect from FCS.

**9. Executive Committee Meetings**

- a. Next meeting date: CHANGED to Tuesday February 19, 2019 at the same time
- b. Remaining meetings through June, no conflicts at this time.

**10. New Business**

Elijah asked if the budget information he has been sharing has been useful and he asked to give some thought as to if there is any other information that he should be sharing with the membership.

**11. Meeting adjourned**