



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

---

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

Wednesday, January 17, 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:** Raymond Calvert (PHSC), Brian Doherty (NCF), Karen Griffin (HCC), Tom Messner (FSCJ), Kathy Miller (FGCU), Judith Russell (UF).

<b>2:00</b>	<b>Call to Order</b>	Kathy Miller, Chair
<b>2:00 – 2:05</b>	<b>1. Approve November 15, 2017 Meeting Minutes</b>	Kathy Miller
<b>2:05 – 2:15</b>	<b>2. MCLS Processes and Procedures</b>	Kathy Miller
	A. Confirm Next MCLS Meeting Dates	
	i. February 27-28, 2018 (UF, Gainesville, FL)	
	ii. May 15-16, 2018 (UCF, Orlando, FL)	
<b>2:15– 3:00</b>	<b>3. Update on Sierra / Encore Duet Implementation</b>	Elijah Scott, Ellen Bishop, Dave Whisenant
<b>3:00-3:15</b>	<b>4. Agenda Topics for MCLS Meeting, February 27- 28, 2018</b>	Kathy Miller
	A. Review the Florida Digital Archive (FDA) Survey Results	
	B. Sierra/Encore Duet Implementation Update	
	C. E-Resources Update	
<b>3:15 – 3:20</b>	<b>5. FALSC Updates and Briefings</b>	Elijah Scott
	A. Hiring Update	
	i. Director of E-Resources	
	ii. Director of Digital Services and OER	
	iii. Director of Library Support and Training	
<b>3:20 – 3:25</b>	<b>6. Executive Committee Meetings</b>	Kathy Miller
	A. Confirm Next Meeting Date	
	i. February 21, 2018	
<b>3:25 – 3:30</b>	<b>7. New Business</b>	Kathy Miller
<b>3:30</b>	<b>8. Adjournment</b>	Kathy Miller

---

[www.falsc.org](http://www.falsc.org)

1753 West Paul Dirac Drive  
Tallahassee, Florida 32310  
Phone: 850-922-6044

A division of the Florida Virtual Campus

This page intentionally left blank.

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

**Wednesday, November 15, 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: Rodgers, Schmucker, Bishop, Whisenant, Scott, Branch, Rutten

Guests: Anne Prestamo (FIU); Lori Driscoll (GCSC)

2:00 Call to Order - Kathy Miller, Chair

1. Approve October 18, 2017 Meeting Minutes. Mesner moved, Griffin seconded. Minutes approved.
  
2. MCLS Processes and Procedures - Kathy Miller
  - A. Chairs for TAOERSC
    - i. Jennifer Gregor (USF) – TAOERSC Chair
    - ii. Victoria McGlone (FSCJ) – LASC Chair
  - B. CMESC Appointment
    - i. Alicia Ellison (HCC)
  - C. Confirm Next MCLS Meeting Dates
    - i. February 27-28, 2018 (UF, Gainesville, FL)
    - ii. May 15-16 (UCF, Orlando, FL)
  
3. Update on Sierra / Encore Duet Implementation - Ellen Bishop, Elijah Scott, Dave Whisenant
  - A. First round of functionality and performance testing has been completed. The next round started November 14 and will last approximately two weeks. Innovative has until December 18 to address issues. There are considerable concerns about the issues unearthed during testing. There were approximately 190 issues documented and sent to Innovative. 31 items were

identified as top priorities. So far, 8 items have been corrected while dates for others to be addressed extend into 2018.

The Executive Committee reviewed a list of 32 items and many had no date to remedy. The Committee also reviewed results of system response time with most response times being out of the range of acceptability. It was noted that these times were done with minimal loads to the system as the system was not able to perform at maximum load levels.

The next system release is scheduled for November 30, and it will not remedy many of the issues identified during testing. Additionally, the Sierra web interface will not be available to all library staff by December.

- B. Options for moving forward were discussed, including establishing a new acceptance date, rejecting the system and looking at other system options, and doing another ITN or RFP. The ILS Steering Committee had a similar conversation and expressed concerns over the absence of basic functionality, lack of scalability, lack of progress on system performance, and repeated instances where one issue gets fixed but it leads to something else breaking. Other possible alternative systems were discussed. It was emphasized that the second round of testing will proceed and progress, or lack thereof, will be documented.

#### 4. Agenda Topics for MCLS Meeting, December 7-8

- A. Affordable Learning Georgia and OER – Jeff Gallant
- B. Small group work: Textbook affordability and OER – Elijah Scott
- C. Open Textbook Membership – Elijah Scott
- D. LBR for OER- Elijah Scott
- E. ACRL Metrics Presentation – Karen Kupiec
- F. Review of the Florida Digital Archive (FDA) survey results – Lydia Motyka
- G. Sierra/Encore Duet Implementation Update – Ellen Bishop, Dave Whisenant
- H. E-Resources Update – Scott Schmucker

I. New FTE Enrollment Numbers – Scott Scmucker

5. FALSC Updates and Briefings – Elijah Scott

A. Hiring Update

- i. Director of E-Resources –Should finish phone interviews next week and invite candidates for in-person interviews. Position should be filled early 2018.
- ii. Director of Digital Services – is on a similar timeline.
- iii. Director of Library Support and Training – is on a similar timeline.

6. No new business

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

DRAFT