

## **TexShare Advisory Board Meeting**

Tocker Learning Center, 2<sup>nd</sup> Floor  
Lorenzo de Zavala State Archives and Library Building  
1201 Brazos Street  
Austin, TX

February 2, 2018  
10:00 AM

### **Meeting Minutes - FINAL**

**1. Welcome and Introductions**

Meeting was called to order at 10 a.m. by June Koelker. New and old members were introduced.

**2. Elect Officers**

Stephanie Fulton was nominated for Vice Chair, and Jeanne Standley for Chair. They were elected by acclamation.

**3. Public Comment**

No public comment

**4. Approve Minutes from May 12, 2017 meeting**

June Koelker moved to approve the minutes, and Diane Graves seconded the motion. Minutes were approved with no corrections.

**5. Discussion of Open Educational Resources (guest: Kristi Park, TDL)**

Discussions about the purchase and use of Open Educational Resources (OER) have been ongoing between the Texas High Education Coordinating Board (THECB), the Texas State Library and Archives Commission (TSLAC) and the Texas Digital Library (TDL). The recent bill SB 810 directs THECB to establish a grant program to encourage OER adoption at public schools and institutions of higher education, and to conduct a feasibility study of creating a state repository for OER.

Board members discussed the possibility of holding a summit for stakeholders to share information on ongoing OER initiatives, with the goal of gathering enough input to create a feasibility report.

Gretchen Pruett proposed a motion to form a task force to identify ways that TLSAC and the TSAB might assist the THCEB to move forward with their feasibility study, pending the organization's acceptance of the task. June Koelker seconded. The motion carried.

Diane Graves, Jeanne Standley, Danielle Plumer, and Kristi Parks volunteered to serve on the task force, with Diane as chair. Other participants will be sought from the library community.

## **6. Report on TexShare Membership and Program Participation**

- a. TSLAC's administrative rules state that all academic libraries must submit their TexShare Annual Report responses by January 15 in order to stay in the TexShare program. This year, San Jacinto College did not meet the deadline. The library submitted a letter of appeal, asking to be permitted to stay in the program.

Gretchen Pruett moved that the appeal from San Jacinto College be accepted due to extenuating circumstances. Diane Graves seconded. Discussion focused on the fact that the Annual Report deadline was extended by TSLAC to January 17 due to Martin Luther King, Jr. Day on January 15 and the agency closure on January 16 due to severe weather. Karen Blankenship from San Jacinto College noted that the College was also closed on January 17 due to severe weather, and the report was filed first thing in the morning of January 18.

The motion passed unanimously with Karen Blankenship abstaining.

- b. Southwest Christian College was previously a member of TexShare, but lost membership in 2014 due to failure to complete the TexShare Annual Report. The college's new Director of Library Services submitted an application to re-join TexShare.

Karen Blankenship moved to approve Southwest Christian College's application to join TexShare. June Koelker seconded. Danielle Plumer confirmed that Southwest Christian College met the requirements to be a member of TexShare as an independent college or university. The motion passed unanimously.

- c. TSLAC received an application for TexShare Affiliate membership from the Texas Baptist Institute and Seminary. Diane Graves moved to accept the institution as an Affiliate member. Stephanie Fulton seconded.

Discussion of the motion included information that the nonprofit library collective under which other theological libraries had joined as Affiliate members was no longer in place and that TSLAC procedures required the lead institution in the collective to approve the application of any new member.

Due to the requirement in Texas Administrative Code that any library applying to be an affiliate member of TexShare be a member of a nonprofit library collective, the motion was rejected unanimously.

- d. The TexShare Card Working Group adopted a new rule in 2017 mandating that libraries in the TexShare Card program who failed to submit their program usage statistics would be placed on probationary status. Reports were due on September 8, 2017, a date selected because of TSLAC's need to submit a program report to the Texas Legislative Budget Board. Libraries that failed to submit requested a second chance to send their usage statistics to TSLAC. The board was asked to consider a one-time waiver of the probationary rule for institutions that submitted their 2017 usage statistics in 2018.

Gretchen Pruettt moved to allow late-submitting institutions to have their probationary status removed in this one instance. Karen Blankenship seconded. The motion carried. The board additionally recommended that the TexShare Card Working Group meet to discuss the issues around non-reporting and probationary status and come up with procedures to address it.

- e. TSLAC reported on several other TexShare items requiring no action from the board. Two public libraries dropped out of the TexShare Databases program due to an inability to pay the membership fee. Two libraries (Port Arthur Public Library and Ingleside Public Library) had their fees waived due to damage sustained from Hurricane Harvey, and three others in the disaster area had their fees delayed until they've recovered. All campuses of Alamo Colleges, previously treated as one entity, will now be treated as separate members in terms of TexShare access and participation.

## **7. Discuss TexShare Administrative Rules**

The Texas State Library and Archives Commission has undertaken to review the Texas Administrative Code for all TSLAC programs. A review of Chapter 8, "TexShare Library Consortium," is expected to be completed by August 31, 2018. Danielle Plumer asked the board to review the section on the TexShare Annual Report Survey, particularly with regards to the Annual Report Survey deadline, and bring recommendations for changes to the next board meeting. Proposed changes will be considered at the June 2018 Commission Meeting.

## **8. Agency Update**

Mark Smith presented an agency update to the board.

- a. Recent changes to state contracting requirements have created new challenges for contracting with electronic resource vendors. Two vendors have been unwilling to sign contracts with TSLAC that contain the new language required by state law. As a result,

TSLAC lost a contract for the STAT!Ref healthcare resource, and was forced to refund money to libraries as a result. A similar objection threatened the American Chemical Society contract, but TSLAC was able to negotiate a final contract with the help of the Office of the Attorney General. It is likely that this issue will arise again with future contracts.

- b. Broadband internet access in rural Texas communities continues to be an area of major concern at TSLAC. The agency's broadband initiative, Libraries Connecting Texas (LCT), is currently working to bring as many public libraries as possible before the April deadline. The agency has partnered with Carson Block and his Toward Gigabit Libraries program to assist librarians through the process of applying for broadband subsidies through E-Rate. Further partnerships for expanding broadband access, including the Glasshouse Policy Institute and the Mozilla Foundation, are also being explored. Mark Smith and Carson block recently gave a presentation on Digital Inclusion and Access, and Mark has another upcoming presentation on Net Neutrality. An additional partnership with the Texas Tribune to host a Texas Rural Conference in Stillwater, where issues such as broadband access will be discussed, is also under consideration.
- c. The agency continues to prepare for the upcoming Sunset Review, which will begin in earnest starting in March. TSLAC will also begin work on the agency strategic plan and the Legislation Appropriations Requests (LAR) process later this spring.

## **9. Administrative Report**

Jennifer Peters presented the Library Development and Networking Division administrative report, including updates on training and outreach, TexSelect contracts, the TexShare Annual Report, inter-library loan, competitive grants, community engagement, the Public Library Annual Report, School Library Standards, continuing education and consulting, and the broadband initiative.

Jennifer commended the Resource Sharing Team, and Danielle Plumer's leadership, for their hard work on the long process of rebidding the TexShare Core Resources.

## **10. Discussion of TexShare Advisory Board Roles & Responsibilities**

Jennifer Peters asked the TexShare Advisory Board to review the official responsibilities of the board, as written in statute, and discuss the following:

- Ways in which board members could be more actively involved and have more input into meetings.
- Updated charges for existing TexShare Working Groups

- Whether Working Groups should return to reporting directly to the board on a regular basis

#### **11. Advisory Board meeting dates for 2018**

The next meeting will be scheduled in late April or early May, followed by another meeting in August. TSLAC will poll board members for available times.

**Meeting adjourned at 1:10 pm**

#### **Attendees:**

##### **Board Members:**

Cody Gregg, Del Mar College

Jeanne Standley, University of Texas at Tyler

Gretchen McCord, Digital Information Law

Edward Melton, Harris County Public Library

Karen Blankenship, San Jacinto College

June Koelker, Texas Christian University

Stephanie Fulton, UT MD Anderson Cancer Center

Diane Graves, Trinity University

Sharon Stover, University of Texas at Austin

Bella Karr Gerlich, Texas Tech University (via conference phone)

##### **Texas State Library and Archives Staff:**

Mark Smith, Director and Librarian

Jennifer Peters, Library Development and Networking

Danielle Plumer, Library Development and Networking

Kate Reager, Library Development and Networking

##### **Other:**

Kristi Park, Texas Digital Library

Christine Peterson, Amigos Library Services