

**Texas State Library and Archives Commission
TexShare Advisory Board**

AGENDA

The TexShare Advisory Board will meet in the Lorenzo de Zavala building, 1201 Brazos St., Austin, TX, Friday, November 30, 2018, at 10:00 a.m. For additional information please contact Jennifer Peters at 512-463-5456 or via email at jpeters@tsl.texas.gov

The TexShare Advisory Board may deliberate on and/or take action on any of the following agenda items.

1. Welcome and Introductions
2. Elect Officers
3. Public Comment
4. Approve Minutes from June 15, 2018 meeting
5. Report on TexShare Administrative Rules
6. Report on and discussion of Open Educational Resources Summit, Nov. 15-16, 2018
7. Report on and discussion of TexShare Programs
8. Review and approve discontinuation of TexShare Working Groups and Task Forces
9. Review and approve TexShare Working Group charters and nominations
10. Agency Update
11. Administrative Report
12. Advisory Board meeting dates for 2019

**TEXSHARE ADVISORY BOARD ROSTER
SEPTEMBER 1, 2018 THROUGH AUGUST 31, 2019**

Karen M. Blankenship (2018)

Library Director
San Jacinto College
Lee Davis Library
8060 Spencer Hwy
Pasadena, TX 77505
281-476-1850

karen.blankenship@sjcd.edu

Stephanie Fulton (2019) (Vice-Chair)

Executive Director
Research Medical Library
UT MD Anderson Cancer Center
PO Box 301402
Houston, Texas 77230-1402
713-563-1722

sfulton@mdanderson.org

Bella Karr Gerlich, Ph.D. (2019)

Professor and Dean of Libraries
Texas Tech University Libraries
18th and Boston, Box 40002
Lubbock, Texas 79409-0002
806-834-4345

bella.k.gerlich@ttu.edu

Cody Gregg (2020)

Dean of Learning Resources
Del Mar College
101 Baldwin
Corpus Christi, TX 78404-3897

cgregg2@delmar.edu

361-698-1307

Mikail McIntosh-Doty (2021)

Director of Library Services
Concordia University Texas
11400 Concordia University Drive
Austin, TX 78726
512-313-5051

mikail.doty@concordia.edu

Edward Melton (2020)

Library Director
Harris County Public Library
5749 S Loop East
Houston, TX 77033-1604
713-274-6600

edward.melton@hcpl.net

Gretchen Pruett (2019)

Library Director
New Braunfels Public Library
700 E. Common Street
New Braunfels, TX 78130
830-221-4322

gpruett@nbtexas.org

Jennifer Rike (2021)

Teacher and Librarian
Timberview High School
Mansfield ISD
7700 S Watson Rd
Arlington, TX 76002
682-314-1475

jenniferrike@misdmail.org

Federico Salas-Isnardi (2021)

Independent Consultant

FSalas-Isnardi@live.com

Jeanne Standley (2020)

Director
Robert R. Muntz Library
University of Texas at Tyler
3900 University Blvd.
Tyler, Texas 75799

903-566-7351

jstandley@uttyler.edu

Sharon Stover, Ph.D. (2020)

Philip G. Warner Regents Professor in
Communication
Department of Radio-Television-Film
The University of Texas at Austin
512-471-6652

sstover@mail.utexas.edu

Mark Smith (TSLAC Liaison)

Librarian and Director
Texas State Library & Archives Commission
1201 Brazos
PO Box 12927
Austin, TX 78711-2927
512-463-5460

dir.lib@tsl.texas.gov

**Texas State Library and Archives Commission
TexShare Advisory Board**

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

June 15, 2018
10:00 AM

Meeting Minutes – Draft

1. Welcome and Introductions

Jeanne Standley called the meeting to order at 9:05 AM

2. Public Comment

No public comment

3. Approve Minutes from May 4, 2018 meeting

One correction to the previous meeting's minutes was offered. Gloria Meraz was listed as having attended the meeting, but she was not present.

Gretchen Pruett moved to approve the minutes as amended. Karen Blankenship seconded the motion. The motion carried.

4. Discuss and Approve TexShare Administrative Rule Changes

The advisory board members were asked to consider the Texas State Library and Archives Commission's proposed changes to the Texas Administrative Code that apply to TexShare programs. The first draft of the proposed changes will be presented to TSLAC's Commission on August 1st, and the final version is expected to be complete by November 2018.

Actions Requested:

- Approve the revised definition of non-profit library in rule §8.1 to allow eligible non-profit libraries incorporated outside of Texas but having campuses or locations in Texas to become TexShare members and approve changes to TexShare affiliate membership in rule §8.3.

Topics of discussion included:

- Would the proposed requirement that the library employs a library director for at least 20 hours per week in library duties be an impediment to Texas Tribal libraries who may wish to join TexShare?

The board consulted Russlene Waukechon, TexShare E-Resources Coordinator, who has worked with the Tribal libraries in the past. She indicated that she did not believe this would be a problem for the two Tribal libraries in Texas.

- Do the revised requirements mandate that a library must have a physical library location in Texas, and how would this affect institutions who are entirely online?

Danielle Plumer responded that the proposed revised rules do not specify that libraries must have physical collections to be eligible for TexShare membership. Participation in the TexShare Card program, however, does require physical materials and locations at this time.

- How does the 20 hour requirement apply in the case of school districts who might apply for TexShare Affiliate membership? If membership is at the district level, are the librarian hours counted per campus, as an average, or cumulative?

Danielle Plumer suggested that the board could vote to exempt school districts from this requirement, or to remove the rule altogether, if they so chose.

Stephanie Fulton moved to approve the proposed changes to rules §8.1 and §8.3 as presented by TSLAC, with no changes. Bella Gerlich seconded the motion. The motion carried.

- Approve the revised composition of the TexShare Advisory Board in rule §8.4 to provide greater specificity in the requirement that the board composition be “representative” of the various types of libraries by requiring that the Board include a minimum of 1 each of the following:
 - Public library representative
 - 2-year college representative
 - 4-year college representative
 - Public school district representative

Topics of discussion included:

- Should the rules further require that the board have at least one member each from a public and private university?

Other board members opined that the difference in needs between public and private institutions was very small, and they generally shared similar core needs with regards to electronic resources.

- It was pointed out that there was no requirement for a representative from a medical institution. Danielle Plumer responded that it was beneficial to leave membership flexible, to be filled according to need, as when Stephanie Fulton was appointed to the board to address concerns about how best to serve Libraries of Clinical Medicine.

Stephanie Fulton moved to approve TSLAC’s proposed changes to rule §8.4 as stated. June Koelker seconded. The motion carried.

5. Discussion of July 11, 2018 meeting at Texas Library Association Annual Assembly

The board discussed meeting at Annual Assembly. TLA has offered a room. Danielle Plumer will send out a Doodle poll to see if there would be a quorum of the Advisory Board.

The meeting adjourned at 10:05 AM

In Attendance:

By Telephone:

Board Members

Jeanne Standley, University of Texas at Tyler
Stephanie Fulton, UT MD Anderson Cancer Center
Karen M. Blankenship, San Jacinto College
Bella Karr Gerlich, Texas Tech University Libraries
Cody Gregg, Del Mar College
June Koelker, Texas Christian University
Gretchen McCord, Digital Information Law
Edward Melton, Harris County Public Library
Gretchen Pruett, New Braunfels Public Library
Sharon Stover, University of Texas at Austin

In Person:

Texas State Library and Archives Staff

Mark Smith, Director and Librarian
Gloria Meraz, Assistant State Librarian
Jennifer Peters, Library Development and Networking
Danielle Plumer, Library Development and Networking
Russlene Waukechon, Library Development and Networking
Kate Reagor, Library Development and Networking

Guests

Pamela Ward, Texas Woman's University
Christine Peterson, Amigos

Texas State Library and Archives Commission
TexShare Advisory Board Fact Sheet

November 30, 2018

Agenda Item 5: Report on TexShare Administrative Rules

Contact Person: Danielle Plumer, Library Development and Networking Division

At its meeting of August 1, 2018, the Texas State Library and Archives Commission authorized the Director and Librarian to post the proposed revisions to Texas Administrative Code Title 13, Chapter 8, TexShare Library Consortium. The revised chapter was posted to the *Texas Register* on September 7, 2018. No comments were received concerning the proposed amendments.

At its meeting of November 2, 2018, the Texas State Library and Archives Commission authorized the adoption of the revised rules as posted. The adopted rules were posted to the November 23, 2018 edition of the *Texas Register* with an effective date of November 28, 2018.

Staff are developing procedures for applications for TexShare affiliate membership under the new rules and expect to begin sending them out on request in January 2019 for consideration by the Advisory Board at its next meeting. Several institutions have already expressed interest.

Texas State Library and Archives Commission
TexShare Advisory Board Fact Sheet

November 30, 2018

Agenda Item 6: Report on and discussion of Open Educational Resources Summit, Nov. 15-16, 2018

Contact Person: Danielle Plumer, Library Development and Networking Division

On November 15 and 16, 2018, there was a Open Educational Resources Summit for institutions of higher education, co-organized by the Texas State Library and Archives Commission and the Texas Digital Library. The event was hosted by The University of San Antonio libraries.

Following an initial announcement at the Texas Council of Academic Librarians meeting in late September, invitations were sent to all academic library deans and directors. Each institution was limited to two participants, although members of the organizing committee did not count against their institution's total. Within three weeks, registrations had exceeded the room capacity of the space at UTSA. A total of 119 participants from 67 institutions attended some part of the two-day event. The majority of participants were from 4-year public universities, but private 4-year colleges and universities and community colleges were also represented.

A preliminary report, to be published in the January issue of the *Texas Library Journal*, is attached. A final report will be developed by the organizing committee, with an expected completion date of January 2019. Follow up events are being planned, including a virtual OER Symposium for K-12 in spring 2019 and an OER Conference that has not been scheduled as well as sessions at TLA and TCDL in 2019. TDL has also created a Google Group for people to join to continue the conversations. To join, go to <https://groups.google.com/d/forum/texas-oer-community-he> and click "Apply to join."



Opening the Door to Open Educational Resources in Higher Education

By Kristi Park, Danielle Cunniff Plumer, and Lea DeForest

Open Educational Resources (OER) are a hot topic at colleges and universities, largely because of skyrocketing textbook costs that are pricing many students out of higher education. The availability of free and online textbooks and other educational materials can mean the difference in whether students are able to obtain textbooks for their classes, a difference which has significant implications for student retention and success. Across the nation, academic library consortia and statewide programs have begun supporting the development and adoption of both open and affordable resources including textbooks, exercises, and ancillary materials.

According to the Open Education advocacy organization SPARC, OER are “resources, tools and practices that are free of legal, financial and technical barriers and can be fully used, shared and adapted in the digital environment.”

In November 2018, the Texas Digital Library and the Texas State Library and Archives Commission helped organize a Texas Statewide OER Summit, hosted by The University of Texas at San Antonio.

More than 100 librarians, administrators, faculty, and students attended to learn more about OER and to work together towards consensus on a statewide agenda for affordable resources.

The decision to organize a summit was prompted by the Texas Legislature's 2017 passage of Senate Bill 810, which focused on OER in both K-12 and higher education. The bill, among other actions, directed the Texas Higher Education Coordinating Board to produce a report on the feasibility of creating a repository of OER for use in Texas college and university courses.

As part of the development of that report, the Board gathered stakeholders to discuss the need for such a repository and the best ways to develop and maintain it. Some of the people at that meeting felt that an additional opportunity to discuss OER more generally would help to advance awareness and adoption of OER in Texas and volunteered to help organize a summit. Without their hard work, this event would not have happened. Special thanks go to:

- o Earnstein Dukes, Texas Tech University
- o Dean Hendrix, University of Texas at San Antonio
- o Bruce Herbert and Rusty Kimball, Texas A&M University
- o Jenny Hock, Angelo State University
- o Pru Morris, Texas A&M University-San Antonio
- o Kristi Park and Lea DeForest, Texas Digital Library
- o Danielle Plumer, Texas State Library and Archives Commission
- o Ariana Santiago, University of Houston
- o Kelly Visnak, University of Texas at Arlington

The approximately 60 organizations represented at the event included community colleges, 4-year public and private universities, university systems, state agencies, and consortia. The Summit featured sessions for learning about Open Educational Resources, as well as opportunities for discussion and planning. An optional OER Bootcamp on the first day provided

A virtual OER Symposium for K-12 is being tentatively planned for Spring 2019. If you are interested in helping to organize this event, please contact Liz Philippi at lphilippi@tsl.texas.gov.

She has posted some OER resources for K-12 at <https://www.tsl.texas.gov/texquest/OER>

practical and foundational knowledge about OER issues and challenges; presentations by the Texas Digital Library, the Texas State Library and Archives Commission, the Texas Higher Education Coordinating Board, representatives of the University of Texas and Texas A&M systems, and Alamo Colleges gave context to the current state of OER in Texas. Additionally, a series of lightning talks on the range of activities related to OER promotion, adoption, and use taking place at individual institutions helped provide a sense of the exciting work being done in the state.

The first day was capped by a virtual panel of representatives from statewide OER initiatives in Florida, Georgia, and Ohio, as well as OER service providers OpenStax (at Rice University), and the Open Textbook Network. The statewide OER initiatives in particular helped attendees understand what sorts of impacts OER could have when there is statewide support. In Georgia, for example, the Affordable Learning Georgia initiative is estimated to have saved students \$31 million in textbook costs since it was started in FY2015.

On the second day of the Summit, attendees engaged in a series of facilitated discussions and exercises intended to develop consensus around priorities for statewide action in Texas. Dr. Maggie Melo, Assistant Professor in the School of Library and Information Science at UNC Chapel Hill, served as the facilitator for these discussions. Working in groups throughout the day, participants articulated and narrowed a set of priority “themes” around which goals and strategies could be developed.



Groups also made recommendations about specific goals and actions to achieve those goals. There is much more work to be done, including the development of a detailed report and analysis of meeting outcomes. Materials from the Summit have been posted to the TDL Repository, and the completed Summit report will also be deposited there.

If you would like to stay informed about the state of OER in Texas, you are invited to join the Texas OER Community (Higher Education) Google Group. This email list and forum will be used to post announcements (including follow-ups to the Summit), ask questions, and share resources among community members. Anyone interested in OER issues related to higher education in Texas is welcome to join.

Kristi Park is the Executive Director of the Texas Digital Library, and Lea DeForest is the TDL Communications Strategist.

Danielle Cunniff Plumer is the Statewide Resource Sharing Administrator at the Texas State Library and Archives Commission.

For more information:

- Texas Digital Library: www.tdl.org
- Texas State Library and Archives Commission: <https://www.tsl.texas.gov/>
- SPARC: <https://sparcopen.org/open-education/>
- Texas Higher Education Coordinator Board Repository Feasibility Report (2018): <http://www.theccb.state.tx.us/reports/PDF/11183.PDF>
- 2018 Texas OER Summit information <https://www.tdl.org/2018/09/texas-oer-summit-for-academic-libraries/>
- 2018 Texas OER Summit collection in TDL Repository: <https://tdl-ir.tdl.org/handle/2249.1/156312>
- Google Group: <https://groups.google.com/d/forum/texas-oer-community-he>

**Texas State Library and Archives Commission
TexShare Advisory Board Fact Sheet**

November 30, 2018

Agenda Item 7: Report on and discussion of TexShare Programs

Contact Person: Danielle Plumer, Library Development and Networking Division

TexShare Membership, state fiscal year 2019

	Members	Card Program	Databases Program
Academic - Community College	65	64	64
Academic - 4 Year Private	45	40	44
Academic - 4 Year Public	36	34	36
Academic - Special	11	8	10
Academic - Medical/Health Science	12	10	12
Library of Clinical Medicine	3	2	3
Public Library	516	374	472
TexShare Affiliate	3	3	0
TOTAL	682	530	633

The membership data for SFY2019 reflects the following changes to membership status:

1. Addition of "Academic – Special" category. Institutions in this category are primarily seminaries, but other institutions offering graduate-only level courses are included. These institutions are not tracked by the Texas Higher Education Coordinating Board.
2. Alamo Colleges now report as separate institutions rather than as a district.
3. Texas Tech University HSC El Paso now reports as a separate institution rather than as a campus of TTU HSC.

TexShare Card Program

The 2018 TexShare Card survey was completed on September 17 for the period September 1, 2017 through August 31, 2018. 502 libraries responded; only 22 libraries listed as participating in the Card Program did not respond, for a completion rate of 95%.

TEXSHARE CARD STATISTICS 2017-2018	Public	Academic	Medical	Affiliate	TOTAL
# Participating Libraries Reporting	358	129	12	3	502
# Participating Libraries not Reporting	15	6	-	1	22

Number of TexShare Cards issued to patrons	19,948	5,374	153	1	25,476
Number of TexShare Card visitors from other libraries	13,615	3,046	47	-	16,708
Number of items circulated to visitors	503,606	67,277	187	-	571,070
Number of items lost by visitors	448	109	-	-	557
Value of items lost by visitors	\$14,122.83	\$7,371.00	\$-	\$-	\$21,493.83
Number of lost items paid for by visitor's home libraries	94	20	-	-	114
Amount received from other libraries for lost items	\$2,892.99	\$833.29	\$-	\$-	\$3,726.28
Amount paid to other libraries for lost items	\$2,924.04	\$616.11	\$-	\$-	\$3,540.15

Note that the number of participating libraries in the Card Program for survey purposes is 524, as several institutions filed combined reports (e.g, HAM-TMC for Baylor College of Medicine and the University of Texas Health Science Center at Houston).

Participation in the TexShare Card Program resulted in a cost savings to reporting libraries of \$31,926,700 using a Cost per Item of \$100 for academic library materials and \$50 for public library materials.

The libraries that reported the highest number of Cards issued, visitors, and items circulated are:

Number of Cards Issued to Patrons	Number of TexShare Card visitors from other libraries	Number of items circulated to visitors
1. Dallas Public Library	1. Dallas Public Library	1. Austin Public Library
2. Round Rock Public Library System	2. Austin Public Library	2. Fort Worth Library
3. Austin Public Library	3. Cedar Park Public Library	3. University of Texas at Austin
4. Grand Prairie Public Library System	4. Farmers Branch Manske Public Library	4. Dallas Public Library
5. Fort Worth Library	5. University of Texas at Austin	5. Cedar Park Public Library
6. Liberty Hill Public Library	6. Georgetown Public Library	6. Colleyville Public Library
7. Bee Cave Public Library	7. Bee Cave Public Library	7. Georgetown Public Library
8. Georgetown Public Library	8. Fort Worth Library	8. Roanoke Public Library
9. San Antonio Public Library	9. Richardson Public Library	9. Burleson Public Library
10. Cedar Park Public Library	10. Leander Public Library	10. Leander Public Library

The response rate for the survey increased dramatically due to the policy change adopted by the TexShare Advisory Board in 2016 requiring participating libraries to report their TexShare Card statistics with probation after one-year of non-reporting and expulsion after two-years. 13 libraries that were on probation for not responding in 2017 also did not respond to the 2018 survey. 12 of those have been removed from the program for failure to respond to the survey for two years in a row; the 13th was given a waiver because of the resignation of their library director during the survey period. Four have already asked to be re-added to the program.

The year-over-year increase is a reflection of that. The number of TexShare visitors on a per library basis has fallen due to an increase in the number of libraries issuing library cards without non-resident fees, making the TexShare Card unnecessary. Those libraries issue TexShare Cards to their patrons but treat any TexShare Card visitor as a resident patron of the library rather than recording their numbers or circulations. However, those TexShare card visitors that are counted statewide are checking out more items.

TEXSHARE CARD STATISTICS	2015-2016	2016-2017	2017-2018
# Reporting	423	463	502
# Not Reporting	110	62	22

TexShare Cards issued to patrons	20,568	24,062	25,476
TexShare Card visitors	12,464	10,678	16,708
Items circulated to visitors	428,446	483,515	571,070
Items lost by visitors	591	498	557

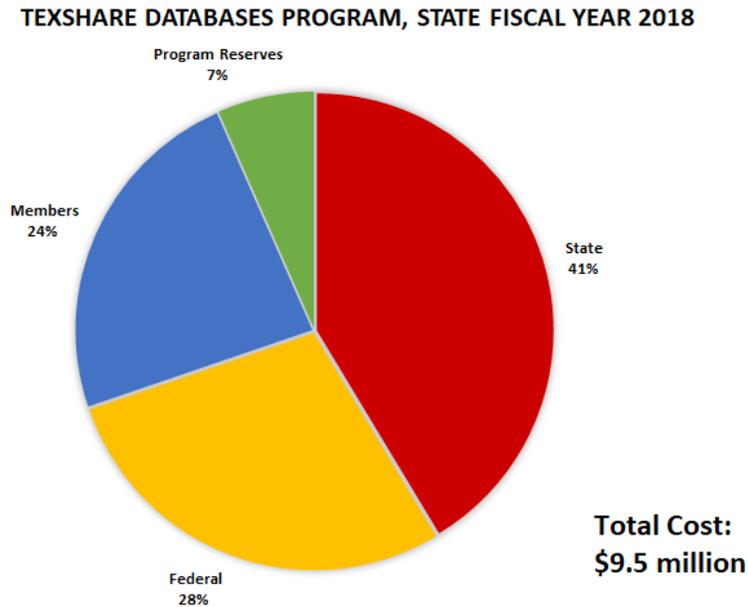
TexShare Databases Program

The TexShare Databases Core was re-solicited in FY2018. This re-solicitation occurs every four years or in the event of an unforeseen event, such as a loss of funding. In FY2018, one resource previously included in the TexShare Core was not selected (Gale Literary Resources), and multiple new resources were added. Following the solicitation, one resource (Pronunciator) was selected for non-renewal based on available funds and a high cost per use.

The budget for electronic resources for the TexShare Databases Program for FY2018 was \$9,512,244.23.

AdamMatthew	\$7,876.00
Credo Reference	\$675,000.00
EBSCO	\$4,887,701.00
EBSCO LearningExpress	\$742,090.83
Gale Cengage Learning	\$1,853,250.00
ProQuest	\$1,283,650.40
TeachingBooks.net	\$62,676.00
Total	\$9,512,244.23

Sources of funding were:



Roughly \$650,000 came from program reserves, which are unspent member fees that the Legislature gives TSLAC authority to carry over across biennia. These funds were used to offset a reduction in appropriated funds.

Existing electronic resource contracts include not-to-exceed annual increases of 3% or less. If all resources are renewed in FY2019, the budget would need to be increased to \$9,913,114.80. A 10% increase in member participation fees is expected to add roughly \$200,000 to the available funding, but

this is not enough to continue all resources. One or more resources will probably be cut in summer 2019.

The materials count for FY2018 contracts currently in force is:

Vendor: Resource	e-media materials	e-book titles (full-text)	e-serials titles (full-text)
Credo: Complete Core Collection	264,036	1,203	4
EBSCO: EBSCOhost	7,047,635	6,799	16,897
EBSCO: LearningExpress Library		227	
GaleCengage Learning	550,875	19,379	3,637
ProQuest: HeritageQuest Online	7,875,731	22,181	
ProQuest: Sanborn Maps of Texas	2,118		
ProQuest: eBook Central		121,386	
ProQuest: SciTech Premium	16,186	129	7,033
TeachingBooks.net	65,643		
Total:	15,822,224	171,304	27,571

Usage in FY2018 remained relatively stable. TSLAC tracks two performance measures for electronic resources. The first, Resources Provided to Persons, roughly correlates to the COUNTER R5 metric of Total Investigations, represented in COUNTER R4 as Record Views plus full-text downloads. The second, Materials Provided, is the fulltext downloads alone.

Vendor	Resources	Materials
Adam Matthew Digital	26,493	10,992
Credo	19,797	19,797
EBSCO	104,594,220	63,322,682
EBSCO LEX	62,675	62,675
Gale	1,864,469	958,709
ProQuest	7,332,175	6,230,272
TeachingBooks.net	5,702	
Total	113,905,531	70,605,127

All usage data is reported by vendors and reflects platform usage only. Usage data recorded in discovery systems are not included. Data may be under or over-reported depending on the use and configurations of discovery systems or federated search tools.

For FY2019, TSLAC staff are working with our vendors to ensure a seamless transition from the COUNTER R4 metrics to COUNTER R5. We expect to use the COUNTER R4 metrics through the end of the fiscal year, at which point they will be replaced by COUNTER R5.

It would have cost TexShare member libraries a total of \$118,232,397 to purchase the electronic resource subscriptions that were purchased by the TSLAC for \$9,512,244 in state fiscal year 2018.

Library of Texas Design

The Library of Texas TexShare menu page is scheduled for replacement. Gale Cengage has agreed to support a replacement menu page at no cost as part of their electronic resources contract. The page is expected to be available in January 2019. At that point, all institutions who use the page will be required to update their passwords to comply with TSLAC security requirements.

The new URL for the menu page is expected to be <https://www.texshare.net>.

The screenshot shows the TexShare Databases website. At the top left is the TexShare logo, a stylized 'T' with a red and blue design. To its right is the text 'TexShare Databases'. Further right is a link for 'Frequently Asked Questions About TexShare Help and Technical Support'. Below this is a navigation bar with four tabs: 'Getting Started', 'Most Popular', 'Resources A-Z', and 'Recursos en Espanol'. The main content area is titled 'GETTING STARTED' and features a list of database categories, each with a placeholder image and a brief description:

- Credo Reference**: Covering virtually every subject area of general interest, MasterFILE Complete contains full text for nearly 500 reference books and over 104,400 primary source documents, as well as an Image Collection of over 392,000 photos, maps & flags.
- Academic Search Complete**: Covering virtually every subject area of general interest, MasterFILE Complete contains full text for nearly 500 reference books and over 104,400 primary source documents.
- Opposing Viewpoints in Context**: Covering virtually every subject area of general interest, MasterFILE Complete contains full text for nearly 500 reference books and over 104,400 primary source documents, as well as an Image Collection of over 392,000 photos, maps & flags.
- ProQuest SciTech Collection**: Covering virtually every subject area of general interest, MasterFILE Complete contains full text for nearly 500 reference books and over 104,400 primary source documents, as well as an Image Collection of over 392,000 photos, maps & flags.
- Texas Reference Center**: Covering virtually every subject area of general interest, MasterFILE Complete contains full text for nearly 500 reference books and over 104,400 primary source documents, as well as an Image Collection of over 392,000 photos, maps & flags.

To the right of this list is a 'New/Featured Resources' section with a placeholder image and the text 'Consumer Health Complete'. Below this section is a blue circular arrow icon. At the bottom of the page is a dark blue footer with the text 'ABOUT US' and a description of the service. To the right of the text are the logos for the 'INSTITUTE of Museum and Library SERVICES' and the 'TEXAS STATE LIBRARY ARCHIVES COMMISSION'. At the very bottom left of the footer is the copyright notice: '© 2018 Texas State Library and Archives Commission'.

TEExpress Courier Program

The TExpress Courier Program offers 5-day, 3-day, or 2-day a week courier service to participating libraries throughout Texas for one low annual fee. TSLAC contracts with Amigos Library Service to provide the courier and partially subsidizes fee for TexShare member institutions.

Courier pricing for FY2019 is:

- 5-day service cost to libraries is \$4,563
(\$902 TexShare subsidy applied to \$5,465 full cost)
- 3-day service cost to libraries is \$2,971
(\$742 TexShare subsidy applied to \$3,713 full cost)
- 2-day service cost to libraries is \$2,364
(\$474 TexShare subsidy applied to \$2,838 full cost)

In FY2018, 189 TexShare members participated in the program, for a total cost avoidance for participating libraries of \$128,046.96.

Courier Subsidy Service Level	Number of Participants	Total Subsidy
5-Day Service	67	\$59,222.64
3-Day Service	46	\$33,484.32
2-Day Service	76	\$35,340.00
Total	189	\$128,046.96

TexShare ILL Protocol

No report

TexTreasures Grant Program

The TexTreasures Grant Program has historically been a program of TexShare. Originally intended to support better cataloging of special collections materials, it has become primarily a digitization grant program for collections of statewide significance.

Nine TexShare member institutions received TexTreasures Grants for fiscal year 2019 totaling \$244,723.

Austin Film Festival — Austin Film Festival Archive (Austin), \$33,000

Austin Film Festival's (AFF) Archive, housed at The Wittliff Collections (TWC) at Texas State University collects, preserves, and shares oral histories from film, television, and media creators that detail the process of bringing their stories to the screen. Unique from other collections, this curation provides intimate access to the process behind the finished product, compiled from over 24 years of digitized and recorded panels and master-classes captured during AFF's renowned Writers Conference and year-round events. Funding from this grant would go toward digitizing material from 2003-2006, subsequently closing the gap between prior digitization initiatives, yielding 12 consecutive years of archived and available content.

County-City Library — Flying High in the Texas Sky - Preserving the WASP Legacy (Sweetwater), \$34,908

In partnership with The National WASP WWII Museum, the Sweetwater County-City Library seeks funding of \$34,908 to continue the preservation and digitization project for the Women Air Force Service Pilots (WASP) archives. Located in Nolan County, the WASP museum collects and preserves the contributions made by American women pilots to victory during WWII. WASP documents, correspondence, photographs and journals during 1942-1944 depict a new age of American women entering the male dominated world of aviation. As a continuation to previous TexTreasures grants, this collaboration project will safe guard the museum's valuable materials and provide open access to their digital content on the West Texas Digital Archives and the Portal to Texas History.

Houston Community College — HCC Historical Fashion Collection, \$24,988

Houston Community College (HCC) seeks funding to continue the digitization of 280 costumes from its Historical Fashion Collection and make them accessible through an in-house fashion database created by the HCC Library. The costumes in the collection date back to 1750 with a large segment of the collection having Texas provenance. Creating and improving digital access will provide the opportunity for people in Texas and throughout the world to see vintage costumes that were part of the state's history and assist with the preservation of the collection. The collection will also be available through the SharedShelf database. The initial report on the program may be accessed at: <http://fashionarchive.hccs.edu/>

Houston Public Library — Texas Films Revealed- Take Three, \$34,975

The Houston Public Library and the Houston Metropolitan Research Center (HPL/HMRC), in partnership with The Texas Archive of the Moving Image (TAMI), will continue to digitize and make widely accessible historically important and previously unavailable Texas films. Staff from HPL and HMRC will work with contractors to describe the films using standard metadata practices that make them more findable for the public. The films, currently in the HMRC collection and recording significant events in Texas from 1940's to 1970's, are in fragile and deteriorating condition. Digitization will preserve their content and make them accessible state-wide through the TAMI online library, the Houston Area Digital Archives, and multiple HMRC programs. A representative selection of the films will be available for streaming from the TAMI library and as a gateway link to the HMRC website.

Southern Methodist University — Texas Banknotes: The National Period, 1865-1935 (Dallas), \$25,000

The DeGolyer Library, Southern Methodist University (SMU), holds an exceptional collection of National Bank Notes, 1865-1935, representing 349 Texas towns and hundreds of individual Texas banks. The DeGolyer Library and Norwick Center for Digital Solutions (nCDS), both units of SMU Libraries, are requesting a TexTreasures 2019 grant of \$25,000 to digitize and make available on the Internet 556 Texas National Bank Notes comprising 1,668 files. The freely accessible files may be used for many purposes, including the study of Texas history, banking, commerce, numismatics, and genealogy.

Texas A&M University Kingsville — George O. Coalson Annotated Bibliography of South Texas Historical Resources, \$24,861

South Texas Archives (STA) at the Jernigan Library, Texas A&M University-Kingsville seeks funding to create catalog records, digitize, and physically preserve the George O. Coalson Annotated Bibliography of South Texas Historical Resources collection. Coalson's collection consists of 46,000 notecards containing evaluations, and citations to primary and secondary sources, from pre-Columbian times to

1995, focused on South Texas history. The funding would allow STA to hire graduate students to catalog and digitize records, and to rehouse the collection ensuring preservation. To make the collection accessible STA will upload the finding aid and access to the collection to 4 portals.

University of North Texas — Borderland Newspaper Digitization Project - Part III (Denton), \$24,998

This proposed grant project is the third and final installment of the Borderlands Newspaper Digitization Project awarded to the UNT Libraries by TSLAC in FY 2017 and FY 2018. This project will digitize an additional 25,000 pages of newspapers for a collection total of over 75,000 pages from eighteen counties near the Texas border. These counties stretch along southeastern Texas, near the Mexican border, including counties near the Rio Grande Valley of Jim Hogg, Zapata, and Brooks, spanning through south Texas and border counties, including Duval County, Maverick and Terrell, up to Reeves County in western Texas.

University of Texas at Arlington — Expanding the Texas Disability History Collection, \$25,000

UTA Libraries requests \$25,000 to support the digitization of additional materials for the Texas Disability History Collection (TDHC). The TDHC website, initially funded by a TexTreasures grant in FY 2016, showcases Texas's central role in the disability rights movement and reveals the impact of disability rights on ordinary people's lives. Additional funding would support the digitization of newly acquired collections and in-depth coverage of legacy collections, making many more materials available online, as well as enabling UTA to add audio description to digitized videos, significantly expanding accessibility for users with visual impairments.

University of Texas at Rio Grande Valley — Contaminación II, \$16,993

The Border Studies Archive (BSA) at UTRGV's Library collects and preserves documentation of the lives, culture and history of borderlanders and emphasizes acquiring high quality, in-depth narratives composed of aural, material and visual documentation. This proposal seeks funding to continue transferring and making accessible VHS tapes that record a significant event, contaminación, in the lives of a Mexican American community in the Rio Grande Valley. In McAllen, a toxic plume seeped under a neighborhood that effected approximately 180 Mexican American families. The BSA requests \$16,993 to finalize the process of digitizing, cataloging and making accessible unique materials related to the event.

Texas State Library and Archives Commission
TexShare Advisory Board Fact Sheet

November 30, 2018

Agenda Item 8: Review and approve discontinuation of TexShare Working Groups and Task Forces

Contact Person: Danielle Plumer, Library Development and Networking Division

Several TexShare Working Groups and Task Forces have no clear purpose and have not met for several years. TSLAC proposes that they be formally discontinued.

1. ILL / Courier Working Group

The TexShare ILL / Courier Programs Working Group reviews and recommends policies and procedures for the Interlibrary Loan and TExpress courier service programs, and provides input from member libraries.

This Working Group has not met for at least three years. The Interlibrary Loan and Courier Programs are managed by Sara Hayes, ILL Coordinator, but her primary responsibility is management of contracts with OCLC and Amigos Library Services. Contract management is not delegated to Working Groups. Ad hoc Task Forces could be created if policy revisions or program restructuring are required.

2. Texas Collections Working Group

The Texas Collections Working Group serves as the peer review panel for the TexTreasures grant program. In addition, they review and recommend policies and procedures for the program and provide input from member libraries.

This Working Group has served only as a grant review panel for several years and does not meet for any other purpose. The grant review panel will remain, but the Working Group should be discontinued.

3. Discovery Working Group

The Discovery Working Group reviews and recommends policies and procedures for the Discovery Texas program, and provides input from member libraries.

The Discovery Texas federated search tool was discontinued in 2016 after being stagnant for several years. The Working Group has not met since 2014. Ad hoc Task Forces could be created if policy revisions or other work in this area is needed.

4. OER Task Force

The OER Task Force was formed to provide assistance, if needed, to the Texas Higher Education Coordinating Board in the preparation of the 2018 OER Repository Feasibility Study.

The Texas Higher Education Coordinating Board has completed its OER Repository Feasibility Study, which is available at <http://www.theccb.state.tx.us/reports/PDF/11183.PDF>. There is no continuing need for this Task Force.

Actions Requested:

Discontinue and dissolve the following TexShare Working Groups and Task Forces

1. ILL / Courier Working Group
2. Texas Collections Working Group
3. Discovery Working Group
4. OER Task Force

Texas State Library and Archives Commission
TexShare Advisory Board Fact Sheet

November 30, 2018

Agenda Item 9: Review and approve TexShare Working Group charters and nominations

Contact Person: Danielle Plumer, Library Development and Networking Division

Several TexShare Working Groups serve a continuing need. Working Group meetings are held only as needed. Working Groups rarely have face-to-face meetings, and member institutions receive no subsidies or other support, including travel support, when their staff serve on Working Groups. Working Group members serve staggered three year terms and are eligible for one additional term. For historical reasons, The University of Texas at Austin has been designated a TexShare Strategic Partner and has permanent membership on each TexShare Working Group.

In November 2018, TSLAC requested nominations for Working Group members. We received many nominations, as shown below, but in some cases we will need to seek additional nominations to ensure that Working Groups has representatives from every type of TexShare member institution and geographic region of the state.

1. TexShare Card Working Group

The TexShare Card Program Working Group reviews and recommends policies and procedures for the TexShare Card Program, and provides input from member libraries.

Although the TexShare Card Working Group did not meet in FY2018 and there are no current members other than the representative from The University of Texas at Austin as a strategic partner, TSLAC sees a continuing need for this Working Group. In particular, we would like to explore options for modernizing the TexShare Card Program to make it more useful and valuable to patrons of TexShare member institutions.

One member will continue:

- Margaret Alvarado, The University of Texas at Austin (ARL) (Strategic partner)

Nominees:

- Jennifer Sherwood, Tarleton State University (4-year public)
- Rebecca Fernandez, University of Texas at Tyler (4-year public)
- Adam Zaby, UT San Antonio (4-year public)
- Angela Skaggs, Angelo State University (4-year public)
- Kristi Powell, University of Dallas (4-year private)
- Greg Dawson, Austin College (4-year private)
- Rachel Orozco, Wylie Public Library (public library)

- Cynthia L. Peterson, Unger Memorial Library (Plainview) (public library)
- Louanne Noel, Boyce Ditto PL (Mineral Wells) (public library)

TSLAC recommends appointing up to 3 members from 4-year academic institutions, 3 members from community colleges, 4 members from public libraries, and 1 member from an affiliate member institution. In order to achieve this distribution, additional nominations will be solicited.

2. Electronic Information Working Group

The Electronic Information Working Group reviews and recommends electronic information products for the TexShare program, and provides input from member libraries.

Members of this Working group contributed over 200 hours to the evaluation of electronic resources during the FY2018 TexShare Core solicitation. There is a continuing need for this Working Group.

Five members of the Working Group are serving unexpired terms and will continue:

- Alexia Thompson-Young, The University of Texas at Austin (ARL) (Strategic partner)
- David Cooksey, San Antonio Public Library (public library)
- Debbie Garza, Dawson County Public Library (public library)
- Heather Scalf, The University of Texas at Arlington (4-year public)
- Janis C Test, Abilene Public Library (public library)
- Joanne Romano, Houston Academy of Medicine – Texas Medical Center Library (medical library)

Nominees:

- Janet Cox, Plano Public Library System (public library)
- Leah Hamrick, Texas Christian University (4-Year private)
- Loan Nguyen, University of Saint Thomas (4-year private)
- Jessica Jones, Bryan and College Station Public Library System (public library)
- Lisa Bea Walters, South Texas College (community college)

TSLAC recommends appointing up to 1 member from an ARL library, 3 members from 4-year academic institutions, 1 member from a community college, 1 member from a medical library, and 5 members from public libraries. In order to achieve this distribution, additional nominations will be solicited.

3. Cost Sharing Working Group

Makes recommendations to the TexShare Advisory Board and the Texas State Library and Archives Commission on the amount TexShare member libraries should be assessed as cost share for participating in the TexShare Databases Program and on how these assessments should be shared among TexShare member libraries.

The Cost Sharing Working Group currently meets annually to review fees and make recommendations for adjustments.

Three members of the Working group are serving unexpired terms or are eligible for reappointment:

- Alexia Thompson-Young, The University of Texas at Austin (ARL) (Strategic partner)
- Kerry McGeath, DeSoto Public Library (public library)

Nominees:

- Sara Hills, St. Edward's University (4-year private)
- Debbie Hathaway, University of Dallas (4-year private)

TSLAC recommends appointing up to 1 member from an ARL library, 1 member from a 4-year academic institution, 1 member from a community college, 1 member from a special library, 1 member from a medical library, and up to 3 members from public libraries. In order to achieve this distribution, additional nominations will be solicited.

Actions Requested:

1. Authorize the continuation of the following TexShare Working Groups:
 1. TexShare Card Program Working Group
Charge: The TexShare Card Program Working Group reviews and recommends policies and procedures for the TexShare Card Program, assists with regular assessment of the program, and provides input from member libraries.
 2. Electronic Information Working Group
Charge: The Electronic Information Working Group reviews and recommends electronic information products for the TexShare program, assists with regular assessment of the TexShare electronic resources, and provides input from member libraries
 3. Databases Cost Sharing Working Group
Charge: The Databases Cost Sharing Working Group ~~M~~makes recommendations to the TexShare Advisory Board and the Texas State Library and Archives Commission on the amount TexShare member libraries should be assessed as cost share for participating in the TexShare Databases Program and on how these assessments should be shared among TexShare member libraries.
2. Authorize the continuing appointment of staff from The University of Texas at Austin to TexShare Working Groups as strategic partners.
3. Authorize TexShare staff to appoint members to the TexShare Card Program, Electronic Information, and Databases Cost Sharing Working Groups as needed to achieve geographic and institution type representation.

Texas State Library and Archives Commission

TexShare Advisory Board Fact Sheet

November 30, 2018

Subject: Agenda Item 9 – Administrator’s report

Contact Person: Jennifer Peters, Library Development and Networking Division

Background:

Administrator Activities: The LDN Director attended a meeting of the Small Country Library Group in Brownwood, TX on September 14 to present on community engagement and to hear from the librarians serving these remote areas. Jennifer has worked closely with Mark Smith, Katherine Adelberg (Manager of Continuing Education and Consulting), and Texas Library Association (TLA) leadership on logistics for the first New Director’s Orientation, scheduled to be held at the TLA Annual Conference in April. She presented a mini-keynote session on partnerships at the TLA District 3 Annual Meeting on October 8 and spoke about engagement with veterans at the TLA District 10 Annual Meeting on October 27. She represented TSLAC at the Texas Tribune event called The Future of Rural Symposium, on November 12-13. Further, she is the state lead for the Get Involved Library Volunteer grant project.

Competitive Grants: The 2018 competitive grant period ended on August 31, 2018. Final performance reports were due September 7, and final requests for funds (RRFs) were due September 30.

All 59 grants recommended for funding for the fiscal year (FY) 2019 year were approved by the Commission on August 1. New grantees have received training through webinars on contracts, communications, financial management, and performance measures, and performance reporting.

Changes to the competitive grants program were recommended by the Sunset Commission; staff is currently looking at new programs and procedures to assist libraries that have not applied in the past.

Continuing Education and Consulting: Continuing Education and Consulting (CEC): 18,696 library staff attended training provided by CEC in FY 2018. The most popular training events included Active Shooters and Armed Assailants – Responses and Realistic Tools, Engaging with Teens in Your Library, and The New Adult in the Library: What They Want, and What Libraries Can Offer. The New Adult webinar was based on a book written by our Library Management Consultant, Kyla Hunt.

CEC staff have three pilot programs in development: Library Technology Academy, Mental Health First Aid training, and Supercharged Storytimes. The Small Library Management program is undergoing a comprehensive review, with survey results collected and focus groups being scheduled for October and November.

- The Library Technology Academy is a year-long training and grant program. Participants from small and rural libraries will learn strategies and best practices in library technology management (phase one) and then practice applying those strategies by implementing a technology project for their library (phase two).
- Mental Health First Aid training is being offered to Central Texas library staff at no cost through a partnership with Austin-based Integral Care. This one-day training provides front-

line staff with resources to work with patrons experiencing mental health issues. Naomi, DiTullio, our Distance Learning Consultant, has fostered a partnership with the Texas Council of Community Centers and will explore the possibility of offering this training to front-line library staff at other locations across Texas.

- Supercharged Storytimes is training program designed to support children’s librarians as they incorporate research-based best practices into their storytimes, a core component of public library service. This program will incorporate online and in-person training, and online meetings to encourage reflection and build a community of practice.

Libraries Connecting Texas: Libraries Connecting Texas (LCT): Using funds specially appropriated by the Legislature in the 2018-2019 biennium, this project assists public libraries in obtaining faster, more affordable broadband Internet service. TSLAC has paid \$152,076.40 to eighty-three Year 1 libraries to cover the non-discounted portion of Internet costs, with each library receiving an average payment of \$1,800.

Henry Stokes, Technology Consultant, has met with the Director and E-rate Central staff to plan out 2019 and is collaborating with the Grants Coordinator to begin reconciling grantee receipts. Participants for the upcoming year are being recruited with assistance from the Director and Communications team.

Feedback from LCT program participants:

- “Our patrons were very frustrated with our internet speed. They were constantly complaining about how slow it was to open websites or to download documents. Students sometimes weren't able to open some of their school assignments or even the websites. Since the internet speed has increased, we haven't had any complaints. The patrons are very happy with the internet speed and are able to download documents they previously couldn't. Students are able to access their school websites and assignments. Documents reach the printer faster as well. So the increased speed of the internet has helped the community in many ways. Happy patrons equal a happy library and library staff!” - Laguna Vista Public Library
- “In our rural community, the public library provides community meeting space that serves as a disaster response center, and high-speed Internet is not a luxury - it is crucial!” - Quitman Public Library
- “We went from having absolutely no children in here to having almost all computers full all day long this summer. It has been a true life saver for our library. It will open the door to so many new options. Would I do it all over again if I had that option, you better believe it. The consultants you got to help us are so amazing and make you feel so comfortable.” - Electra Public Library

TexShare: Russlene Waukechon, TexShare Databases Coordinator, led three training sessions for librarians in Harlingen, Lampasas, and Corpus Christi. As part of the contracts that began July 1, 2018, TexShare vendors have presented an additional six webinars and five in-person workshops.

Russlene Waukechon and Danielle Plumer, Statewide Resource Sharing Administrator, also presented three webinars on TexShare and resource sharing topics and presented updates on TexShare programs and services at the annual Texas Council of Academic Librarians meeting in September.

TexQuest: The invoices for SFY2019 for TexQuest went out to our school districts on Sept. 13th. There are 822 school districts and open enrollment charter schools participating in TexQuest; this is a record number. School Program Coordinator Liz Philippi presented on the new school library program standards in Wichita Falls, Odessa, El Paso, Mount Pleasant, Killeen, San Antonio, Waco, Amarillo, and Lubbock this summer and fall. Supplemental

resources for the new standards are being developed by subcommittees and will likely be completed by mid-January 2019. Education Service Center (ESC) 20, the educational partner for TexQuest, has done an outstanding job promoting the TexQuest resources this summer and fall by holding twelve full day Learning Conferences at Educational Service Centers throughout the state with another scheduled for this coming January.

Interlibrary Loan: Two hundred and sixty-three libraries are participating in the FY2018 ILL Lending Reimbursement Program (a non-competitive grant program). Lending statistics have been calculated and released to participants. Awards were announced and processed in late November.

Prison Library Services: Four LDN staffers provided a day of training to the Windham School District (WSD) librarians during their annual staff training conference on September 12 in Huntsville. LDN staff members presented sessions on weeding, collection development, electronic resources, and TSLAC programming. In addition to providing training, this was a wonderful opportunity for TSLAC staff to learn more about what prison librarians need. TSLAC has set aside LSTA funds to award a non-competitive grant to Windham School District for programming this fiscal year. LDN met WSD administration to discuss the potential plan on November 14.

LDN staff are gauging interest from local libraries regarding working with prison libraries. The interest appears to be high, leading LDN staff to consider ways to link the libraries for services.

Action Requested: None
Attachments: None

Texas State Library and Archives Commission
TexShare Advisory Board Fact Sheet

November 30, 2018

Agenda Item 12: Advisory Board meeting dates for 2019

Contact Person: Jennifer Peters, Library Development and Networking Division

The TexShare Advisory Board meets a minimum of two times per year. Historically, it has meet three times a year for the past three years, and four times per year previously. The meetings divide as follows:

- A fall meeting to review and make recommendations on any TexShare Database Participation Fee protests, as needed. Invoices are sent out on August 31, and according to the agency Protest Procedure outlined in 13 TAC §2.55, protests must be submitted within 21 days (exceptions may be made for extension of this time frame). After review of the protest by the Advisory Board and determination by the Texas State Librarian, protesters may appeal to the Commission if they are not satisfied with the decision of the State Librarian.

Because of this schedule, the TexShare Advisory Board must plan to meet in October or November in order to review any protests and in time for final appeal of those protests, if any, to be heard at the winter Commission meeting.

- A winter meeting to review changes to the TexShare academic library membership following accreditation updates from SACS and NCES and the TexShare Annual Report survey, due December 15. Completion of the Annual Report is a requirement of membership for academic libraries, libraries of clinical medicine, and members and affiliated members of nonprofit library collectives.
- A late spring meeting to review and recommend changes to the TexShare Participation Fee formula.

Regular business, including applications for membership, reports from Working Groups and ad hoc Task Forces, agency updates, and an administrator's report, are included in every meeting. Additional meetings could be called to address urgent business as needed. Actual meeting dates will be determined by member availability.

Action Requested: Discuss and recommend TexShare Advisory Board meeting schedule for 2019.