Call to Order
The LOUIS Fall 2016 membership meeting was held at Delgado Community College on Friday, October 14, 2016. The meeting was called to order at 10:08 am, by Tim Stamm, Chair. Dr. Joan Davis, Chancellor of Delgado Community College welcomed everyone.

Attendees

Guests in attendance included: Dr. Uma Subramanian, Deputy Commissioner for Legal and External Affairs and Karen Demby, Assistant Director of Academic Affairs.

Members not in attendance included: John Guillory, Ruth Hill, Abbie Landry, Maggie McCann, Christine Russell, Lorie Steib, Versa Stickie, Van Viator, Beth Williams.

Members not present but utilizing a proxy: The following members were not present but used a proxy: Ruth Hill, Charles Riche, Stanley Wilder, Christy Wrenn, Natalie Palermo.

Introductions & Confirmation of Quorum
After introductions, the secretary confirmed that there was a quorum. The meeting then continued with Approval of the Minutes.

Approval of Previous Minutes
Both the fall 2015 and spring 2016 minutes needed to be approved. The fall 2015 minutes were approved with the following corrections:

Susan Richard attended fall 2015 meeting and served as proxy for Lora.
Rep for Debbie with corrections. A motion to approve the fall 2015 minutes with corrections was made by Debbie Sibley and seconded by David Banush.

The spring 2016 minutes were approved with one correction, “Deborah Poole” not Debbie Johnson, “made the suggestion…” A motion to approve the spring minutes was made by Susan Richard and seconded by Debbie Johnson.

LOUIS Bylaws

It was agreed that although the Bylaws had been previously circulated, members did not see the changes 30 days in advance as was required and, therefore there would be no vote at this time. It was suggested that voting take place at another time or alternately, explore the option to vote electronically. The first aspect of the Bylaws discussed was the name change from LALINC to LOUIS. It was pointed out that everywhere the Bylaws said LALINC, was now changed to LOUIS and in consultation with Sara affirmed that the Bylaws complied with current practice.

There was a vigorous discussion about the Regents document. It was observed that the Board of Regents clearly did not understand the LOUIS membership and was confused about the existence of a membership and a Board. It was observed that part of the confusion was based on their comparison of the governing board of other agencies reporting to them. Other agencies reporting to the Board are LOSFA, LOUIS, LONI, LUMCON. As a result of this confusion, two guests from the Board of Regents are would be joining our meeting. In attempting to find solutions to eliminate the confusion, several questions were asked. For example, in our Bylaws, should there be a special section with definitions? Should we be considering labels such as: LOUIS Consortium, LOUIS Team, LOUIS Executive Board, LOUIS membership? Emma expressed an understanding of the questions raised by the Regents and asserted it was our responsibility to explain our Bylaws very simply and succinctly about what LOUIS does. Shaquita observed that the questions asked were explained later in the Bylaws.

It was suggested that an organizational chart should be added to the Table of Contents and include Task Force in definitions. During the discussion that followed, it was observed that through an agreement between LSU and the Board of Regents, the LOUIS team is housed at LSU and reports to LSU administration for some functions. In an attempt to standardize with the other agencies, the Board of Regents recommended LOUIS should have a Meeting Board rather than an Executive Board, because of their specific meaning of the word “Executive.” Since LUMCON changed to Advisory Board, members wondered if this should be the model. James observed that we should not be an Advisory Board because we do not interfere with the day-to-day Management of LOUIS. Bonnie suggested that the title of Executive Board should remain.
Debbie Sibley suggested Consortium Board or Consortium Team because these were consistent with the Consortium concept. Other suggestions were made and finally all suggestions made were listed and presented before the membership for a vote.

Results of the Vote for Different Titles are delineated below:

- LOUIS Board of Directors - 5
- Management Board – 1
- Executive Board – 10
- Consortium Board – 3
- Board of Directors – 1
- Consortium Board of Directors – 5
- Board of Supervisors - 0

The two guests arrived, Dr. Uma Subramanian, Deputy Commissioner Deputy Commissioner for Legal and External Affairs and Karen Demby, Assistant Director of Academic Affairs. Dr. Subramanian said, the BOR was trying to streamline all the Boards that report to them – LOUIS, LONI, LUMCON. It was a state-wide initiative to ensure visibility and identify help needed. LOUIS and LONI are very similar because they were not statutorily created and the Regents wanted to ensure high visibility of LOUIS. Dr. Subramanian stated that it didn’t matter what name LOUIS membership chose, with the exception of the term “Executive Board” because that term suggests an independent agency status. She later opined that the name should organizationally reflect our relationship to Board of Regents. She understood that the Board made suggestions to Sara’s team but at executive level, has no authority.

James provided background and stressed that no one should confuse LOUIS as an agency within Board of Regents. The LOUIS Board is simply here to advise Sara on needs of Consortium. As advisor to BOR, Dr. Subramanian will report back to Director.

**ByLaws**

**Article III**

The Executive Board will work on an organizational chart and definitions and hold off on name change. None of the colleges report to the Board of Regents as they report to a Management System that reports to the Board of Regents.
Article IV

The discussion of Article IV included replacing the LOUIS Executive Board position of the Dean of LSU with a BoR representative. A preliminary vote was taken and 25 persons voted in favor of replacing the LSU Dean with a BoR representative. It was posited that Martin Travis be the permanent BoR rep. It was observed as the Consortium had changed, there was no longer the reliance on LOUIS to house the servers, since these servers were now being housed through SirsiDynix.

The question was also raised of why there were only two Members at Large positions on the Board. It was suggested that a better idea might be to have a representative from each system on the Board instead.

LOUIS Reciprocal Borrowing

Discussion of reciprocal borrowing followed. It was suggested that the reciprocal borrowing card, formerly called the LALINC card should now be changed to The LOUIS Card. A motion to enforce this was moved by Emma Perry and seconded by ????

Tim shared that this year LOUIS card usage statistics declined when compared with the previous year. During the previous year, a total of 1,115 cards were issued and 900 cards were honored. This year, 876 cards were issued and 802 honored.

Taskforce Report

The taskforce on Reciprocal Borrowing Automation/Revision

In discussing the automating process, it was agreed, that because statistics had declined, not to automate but instead create business cards or print out on sheet. A prototype will be sent out to everyone.

State Library Report

Diane Brown, the Deputy State Librarian, delivered the State Library report. She shared that they still needed volunteers for the book fair. Sara observed that there was a nice, high-level group of people pushing Library Agenda. It was stated that the State Library began closing on Fridays to Public since 2011. Because of objections from the public, then began closing 10 – 2, they were thus able to reinstate staff members who are now at work on Fridays working on computers, online etc. same as for Library for Blind and Physically Impaired.

HCR 80 Report

Diane Brown, the Deputy State Librarian, also presented the HCR Report.

Louisiana Library Association: Academic Division Report
David Duggar, Academic Chair of the Louisiana Library Association, delivered the Academic Division Report.

**LOUISiana Digital Library Report/Update**

Lora reported that there were now 15 members of the LDC with two additional sites close to commitment. She also shared the sites address as Louisiana Digital Libraries.org. Lora also indicated some of the efforts made to educate the state about LDC. For example, there was a scholarship and Training workshop after which trainees return and provide at least two workshops.

**LOUIS Updates**

A number of LOUIS updates followed

1. **List of books in use in the state**

   LOUIS is currently working with the Board of Regents to acquire a dataset of the books that have been assigned at every campus and the related enrollments. This will help us look for opportunities to negotiate better prices on commercially published books, demonstrate the use (or opportunity for use) of library collections, and identify places in the curriculum where freely available high-quality peer reviewed open textbooks would be suitable. A similar program at University of Wisconsin Stout has been able to negotiate the purchase of every textbook for every student – in either print or online format at a cost of approximately $11.00 per credit hour. There is broad support from both students and faculty for this model and it results in equity of access to learning materials without issues of infringing on academic freedoms. The College Board estimates that the average student in this country spends around $1,200 a year on books and supplies. Wisconsin Stout has cut that cost around 2/3 for their students.

2. **Curriculum Driven Acquisitions and Open Education Resources Projects:**

   LOUIS has allocated funding for libraries to directly select eBooks that meet their curriculum needs. Through this project and through support of faculty using Open Education Resources in place of commercial textbooks, they have expended: $18,534.12 in Regents funds and saved as many as 3,891 students a total of: $373,582.34 in textbook costs for a return on investment of: $355,298.22. We are still calculating savings relating to re-use of materials purchased in prior semesters, so the actual savings to date may be higher. They have also streamlined the process for libraries to purchase eBooks, by assisting with issues in acquiring and systematically searching bookstore lists, and negotiating reduced or waived platform fees with vendors. We have also developed a process to use web services API calls to check the libraries current holdings for textbook matches.

3. **Open Textbook Leaders program:**

   LOUIS has contracted with the University of Minnesota’s Open Textbook Network to develop a statewide train the trainer program, which trains librarians and instructional designers to work with faculty to promotes access, affordability, and student success through the use of open textbooks. They have over 200 campus network members and a 40% success rate in working with faculty to convert classes to use open educational resources. Two training workshops will take place for 80 librarian and instructional design participants that will then be ready to deliver faculty workshops on their own campuses. We have also scheduled 3 faculty workshops at Nicholls, UNO, and LSU in November with $200 stipends to offset attendance expenses. Our very modest
calculations indicate that this investment of approximately $30,000 in training and faculty stipends will result in 22 faculty adopting open textbooks to support a minimum of (22 x 30 students) 660 students saving $66,000 in the first semester. More than a 2 to 1 return. As the faculty reuse the materials in subsequent semesters and we are able to support more faculty, those savings will grow exponentially. The current collection of eTextbooks are also targeted at high-enrollment introductory courses with high cost textbooks. Estimates reflect VERY low enrollment estimates without multi-semester savings calculated. It is anticipated that every additional $10,000 invested in workshop stipends will generate a minimum additional $66,000 in one-semester student savings. With materials being reused for 4 semesters, we will support 2,640 students in saving $264,000 for every $10,000 in additional training.

4. Other education and development projects include: LOUIS Users Conference Panel will address licensing/esupplier issues in acquiring eBooks for course use featuring Lindsey Reno (UNO), Emily Frank (LSU), Laurie Phillips (Loyola), and Brian Sherman (LSUS) Collaborating with OhioLink and PALNI consortia on OER discovery and affordability initiatives to develop joint goals for library consortia on technology and procurement solutions relating to textbook affordability Creating a discovery service to promote Open Textbook Library eTextbooks-This is the most comprehensive collection of vetted open access free eTextbooks and would replace the need for individual libraries or universities to develop their own access systems for eTextbooks. Participating in the UNC Mellon grant for eBook Research-LOUIS staff and members are participating in a research group along with scholarly publishers to find common goals regarding the use of commercially published eBooks in courses.

b. LOUIS Integrated Library Services Platform.

In providing this update, Cathy observed that the LOUIS Integrated Library Services Platform had migrated to Sirsi Dynix since 2001, 15 years ago. She then shared some of the current projects, the projects in which SirsiDynix and EBSCO were collaborating such as piloting Circulation and ERM. LOUIS was working with EBSCO and Sirsi Dynix to ensure they provide patrons with everything they need. Future projects include various aspects of BLUEcloud technology.

c. LOUIS Communication

This update was delivered by Jaimie Barrilleaux. In providing the update, Jaime shared the following:

1. New LOUIS website – a new website is under development.

2. Website portals – part of the new website includes the development of member portals. The first portal under development is a training portal that will function as a hub for training resources.

3. LOUIS offered a number of training opportunities last year – LUC, webinars, subscriptions, etc. There were a total of 8 Learning with LOUIS webinars, numerous free vendor webinars, and some paid training sessions through SirsiDynix. Our subscription to SirsiDynix’s Mentor training courses continues. We are also making a concerted effort to publish all vendor webinars offered on the LOUIS events calendar and the discussion lists. New this year – we will begin developing more video tutorials to supplement solutions in Knowledge Base.

4. New LUC website – LUC will have a fully fleshed-out event website available year-round, not just a single web page on the new LOUIS website.
5. LUC – we just concluded this year’s annual conference, which was the 21st conference hosted by LOUIS. This year’s conference featured our inaugural awards program, in which we recognized individuals and institutions for their contributions and accomplishments.

6. Social media – we encouraged the use of social media at this year’s conference and will continue to encourage that interaction through the remainder of the year. We are also looking to increase our interactions with our other partners. Our main social media outlets include: Facebook, Twitter, Instagram, Google+, and Vimeo. We’ve finished migrated all Learning with LOUIS videos to Vimeo and now have a library of 36 videos published.

LOUIS will continue to assess the needs and experiences of the membership and develop other content, portals, and websites to meet those needs. They are working to find new ways to tell our story in a more concise, attractive, and meaningful way, and want to enable us to tell others how LOUIS plays a part in our story through our efforts.

d. LOUIS ILL’s Software ILLIAD TRANSITION TO OCLC WORLDSHARE ILL

Zehra Zamin shared the following information:

Currently 20 LOUIS sites use ILLiad for interlibrary loan. OCLC is planning to transition all sites to WorldShare ILL. It is anticipated that this is a multi-year project. Current understanding is that the academic libraries will be one of the last to be moved, perhaps in 4 to 5 years.

LOUIS will be creating a Task Force to investigate other ILL options available to decide what is best for our sites. For instance, in Sept 2016 SirsiDynix announced their partnership with Relais International, also a provider of interlibrary support systems. Relais plans to integrate ILL with Enterprise and BLUEcloud LSP. ATLAS also uses Relais International for ILLiad. Yet another vendor to be considered is RAPID who are also a provider of ILL.

e. LOUIS FY 18 Budget and Consortium Governance.

In discussing the 2017-2018 Budget Outlook/Advanced Planning, Sara explained the LOUIS budget was currently $4.42m. LOUIS was getting $750,000 from the BoR but they withhold 5%. The Consortium pays salary plus fringe for all members. The new budget will be $4.462m. It is hoped that BoR will continue to support at least at this level. The average annual increase the budget was less than 4% - typically it was between 3%-4%.

Sara briefly discussed the Affordable Learning Louisiana Budget proposal and described it as a Million Dollar plan. She said there were six – eight priority strategies on how money is broken down.

Sara formally thanked Dr. Subramanian and Dr. Demby for the BoR’s support and emphasized that the long term goal was always to be recognized and supported by Regents.
Dr. Subramanian thanked Consortium for all the good work, and said the commissioner was very excited. She urged members to make sure campuses know of the good work LOUIS is doing. She referred to the Letter from Commissioners to all Heads of University Systems in the State, which puts LOUIS in a more secure position.

Dr. Demby stated that the Commissioners supported Sara and required her to now meet with Regents which means we are now built into process. This suggests we may have more money to do more and better things, and now LOUIS will be able to continue to demonstrate our value.

It was suggested that Jones, an EBSCO representative living in New Orleans Resource person can assist faculty in implementing Curriculum Builder through the colleges and universities’ learning management systems (such as canvas). EBSCO has also created a LibGuide on how to use Curriculum Builder.

In discussing the Strategic Plan, Sara shared that everything delineated in the plan had been accomplished in 2016, and a new Task Force is needed. It was observed that the goals important five years ago, had been accomplished. A request was made for Sara to send updated campus report

**Spring 2017 Meeting Date and Location**

It was agreed that the spring meeting will be held at LSU A on March 17, 2017.

**Old Business**
None

**Other Business**
Everyone expressed appreciation to Eric Johnson for his involvement in resolving the problem related to Executive Order Number JBE 2016-39: Small Purchases Procedures

**Adjournment**
The meeting was adjourned at approximately 3:00pm.

Respectfully submitted:
(Signature & Date)