**WISPALS: Wisconsin Project for Automated Libraries**

“We have connections between our collections.”

###### WISPALS Executive Committee Meeting (Conference Call)

###### Wednesday, February 17, 2016

###### Minutes

**Time**: 9:00 am – 9:38 am

Present: Ron (WTC), Maria (MSTC), Kim (NWTC), Gary (GTC), Scott (WITC), Terry (WCTC), Linda (NTC), Hans (MPTC), Jane (FVTC),Kelly (LTC),Stef (WiLS), Melody (WiLS), Andi (WiLS)

**Handouts**: 1. Agenda

2. January Meeting Minutes

3. Draft Proposal for WISPALS Strategic Planning

1. **Announcements**

Informational – Scott and All Members

Welcome to Melody, who is officially on board as ILS Coordinator!

Former Consortium Coordinator, Kelly Kroes, is now working for Innovative and may have interaction with WISPALS in the future.

1. **Approval of Minutes from January Meeting**

Action Required – Scott and All Members

Maria moves to approve the minutes; Jane seconds. The motion passes.

1. **New Chair Nomination**

Discussion/Action Required –Scott and All Members

Gary nominates Kelly Carpenter from LTC, and Kim seconds the nomination. The motion passes unanimously, Kelly accepts the nomination and is WISPALS’ official incoming chair. She will be present on the Evaluation Team calls beginning in May.

1. **2016 In-Person Meeting Date**

Discussion – Scott and All Members

We’ll aim for a tentative date of either July 11th or 18th and revisit after coordinating with CVTC, this year’s host for the meeting.

1. **Project Manager Report**

Informational/Discussion – Melody, Andi, and Stef

* 1. **ILS**
     1. Maintenance Updates – There is a maintenance update available to Sierra and because of a few issues, III recommends we do the update now. CVTC and Gateway are having a problem using CASE. III wants us to update before they will look into this problem. Also, III is replacing CASE with a new product called KnowledgeBase, with a tentative release date of 3/31. Maintenance updates are a two-step process. There is a prep phase and a commit phase (which requires some downtime, and can be done at night but it’s best to do this mid-week so any issues will be caught by staff the next day). The group would like to update and Melody will coordinate the date around spring break.
     2. WebBridge – Innovative is ready to do the set up for the interested colleges. CASE has to be implemented to use WebBridge. Because of the issues with CASE, after KnowledgeBase is rolled out, we can get WebBridge for everyone interested. Before the end of March, when KnowledgeBase goes live, we’ll schedule a webinar. EDS has some of the functionality of WebBridge built in, including Full Text Finder. Each college that has purchased EDS will want to make a list of what resources they want to connect to, and double check to see if you can use EDS to do so, or if you need WebBridge. Once EDS is implemented, colleges can then make the decision if they need to move forward with WebBridge after seeing what EDS can do.
     3. IUG Enhancements – Yearly, all enhancement requests are sent to IUG members for a single vote per consortium. Those enhancements that receive a vote are sent to Innovative, and Innovative takes them seriously and often implements the enhancements. Melody will send all the enhancements that WISPALS can vote for and gather information on which the consortium would like to see implemented; the deadline is the end of the month.
  2. **Other**

No additional discussion.

1. **Website Redesign Update**

Informational – Andi

It’s coming and should be populated with content this month and ready for review next month.

Also, the all-consortium mailing list is ready and Andi will an inaugural message to it later this week.

1. **Strategic Planning Update**

Discussion – Stef, Scott, and All Members

The document, included with this agenda, was run by Scott, Hans, and Ron and a few changes were made. In the proposal, it is suggested that we look at what other consortia are doing, but, in addition, it would be good to add some activities to get each WISPALS member thinking about what aspirations they have at their colleges so we can look internally as well as externally. Many things are scheduled to happen at the in-person meeting to develop mission and values; these are crucial to help guide what the consortium should be doing.

The planning is based on calendar year, so we can use the in-person summer meeting to talk about planning for the following calendar year.

The process establishes foundational elements, and it might be best to develop new initiatives yearly and keep our eyes open to potential initiatives for the following year.

If you have any thoughts or ideas, please feel free to share those with Stef.

**Next Meeting**: March 16, 2016 – Conference Call

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