Minutes of Librarian's Meeting, August 27, 2019

Present: Heather Symon Bassett, Melinda Isler, Leah Monger, Stacy Anderson, David Scott, Dejah Rubel, Sela Constan-Wahl, Kristy Motz, Ann Breitenwischer, Mari Kermit-Canfield, Fran Rosen

Absent: Ali Konieczny, Paul Kammerdiner, Jason Bentley

Call to Order (Isler)
The meeting was called to order at 11 am by Melinda.

Approval of Minutes (Symon Bassett)
June 25, 2019 Librarians Meeting and August 14, 2019 Special Librarians Meeting minutes were approved unanimously.

Dean's Report (Bentley)
Jason provided written updates via email (refer to 8/27/19 "Today's Meeting" email), with an August 15, 2019 All College Meeting summary document attached (see Appendix A).

Review of Post-tenure Review Policy (Isler)
The Librarians Post Tenure Review Policy (see Appendix B) was reviewed, which the librarians had voted to accept previously. The second point in the policy concerning teaching philosophy statements was discussed in greater detail and the librarians were in agreement with the present wording. As a next step, Melinda will email the policy to the Provost (copying Jason as well as the Ferris FFA President). She will indicate in the email that the library faculty have voted in favor of it and will plan on using it for faculty going through the process this fall.

Kanopy Capped Proposal (Rosen)
Fran presented Kanopy's proposal for a one-year capped patron driven acquisition program (see Appendix C). In that model, FLITE would pay $ 42,000 and have unlimited Kanopy access. The group discussed a variety of considerations including Kanopy costs for the previous year, anticipated use, negotiation options, no carryforward in the event of an underspend, the group's preference of Kanopy over other video streaming resources, no set pricing model in the proposal for future years, etc. The librarians were not in favor of Kanopy's present proposal, but rather, suggested establishing an internal cap of $ 35,000 and criteria for case by case purchases thereafter. Fran and others will need to figure out details for how FLITE might proceed.

Naming Conventions for Vendor Databases (Rubel)
Dejah presented the option of appending (versus pre-pending) vendor names to database names in the Databases A-Z list. The group agreed on appending vendor names as it is useful to have

the vendor information available with a database name, but not as a focal point (as when prepended). Due to product recognition considerations, some exceptions to that rule may occur. Dejah offered to draft a list of proposed changes and forward it to the group for further discussion.

Roundtable (All)

Dejah indicated that Alma now releases new features on a monthly basis and that some new features are automatically turned on, but can later be turned off. It was discussed that a special librarians meeting (with interested persons invited) might be the best forum to discuss changes, so that there is a record of changes and decisions in the minutes. It was recommended that 9 am meeting times be considered in observance of the reference desk schedule and RIS librarian availability.

Concerning eBook Central content, Dejah inquired if it was useful to have notes on the maximum number of users per title user display for patrons. The consensus appeared to be that the maximum user numbers may not be of use to patrons, but librarians like the option of being able to access that information through Alma. It was noted that a patron should receive a message that an item is unavailable if the use would exceed the number of licensed user numbers.

The meeting adjourned at 1:55 pm.

Submitted by: Heather Symon Bassett

Approved September 24, 2019

UPDATES
AUGUST 15, 2019
Ferris Library for Information, Technology and Education
Retention and Student Success

Acknowledgements
- Chris Kjorness – Completed a new Assessment of Prior Learning (APL) process and will transition to Michigan State University in a new role in coming months
- Marlene Mohnke – Joined the Dean's Office this summer
- Danette Mondrela – Transferred from the Dean's Office to Academic Affairs/Academic Senate
- Janel DePew – Joined Honors from UA&M this summer
- Marie Yowtz – Transferred to KCAD this week
- Trisha Backwell – Graduate Assistant in SCHOLAR/Students with Children transitioned to a new role in Housing this month
- Kim Smith – Transitioned from paraprofessional role in the ALC but continues with SLA
- Kristy Motz – This past May (5/30) Kristy celebrated 13 years of outstanding service and will retire this coming January 2020
- Ann Breitenwischer – This September 22nd Ann celebrates 50 years of outstanding service

Academic Performance Solutions (APS)
This year, Ferris will engage with EAB through their Academic Performance Solutions (APS). APS is a holistic decision-support platform that will enable everyone at Ferris with the ability to quickly access data and peer benchmarks around course offerings, faculty workload, course completion rates, department-level costs, and other key performance indicators. APS is meant to help incorporate these data into key academic and operational decision-making discussions and processes.

Animals on Campus
As a reminder, we are a campus where animals are present. In cases where a student or guest might enter a building with an animal, we may ask two questions. Is the animal a service animal? What services does the animal provide? Emotional support animals (ESAs) are not allowed (generally) in academic spaces. Please direct questions or special requests about animals on campus to the Dean.

Assessment
During summer 2019, FCTL supported academic departments and administrative offices with the articulation and re-articulation of assessment plans and the process of documenting outcomes and continuous improvement efforts as part of ongoing efforts to best serve students, faculty, staff and external partners.

Reaffirmation of Accreditation – Higher Learning Commission

The steering committee and sub-committees continued work in earnest during the past year. Final preparations will continue during the coming semester. A final report will be ready in Spring 2019 and a mock visit will occur just prior to the formal review in Fall 2020.

Thompson Working Families Scholarship

In partnership with the Thompson Foundation, Ferris negotiated a new, extended agreement enabling new support for current and future students. This scholarship agreement provides approximately $10,000 per eligible student annually. In 2019, the total contribution from the award will enable approximately $1.3 million in financial assistance for students enrolled in and making good progress toward the completion of a BA/BS degree.

Committees

During the past year, much work occurred in the various committees in both FLITE and RSS. For FLITE, updates appear online at https://ferris.libguides.com/aacinfohub. RSS committee information is available through the Dean's Office.

During the coming year, both FLITE and RSS will reconstitute committees focused on our commitment to affirming the value of diversity and advancing an inclusive community.

In partnership with the Academic Senate, we will also work to support committee work with the first opportunities promoted today (August 15th) through the following call for membership…

Academic Senate Sub-Committee Opportunities
- CAS (at-large CAS position): 1 position on Culture Subcommittee
- Non-CAS/FLITE (any non-CAS college): 1 position on each of the following subcommittees – Culture, Diversity, Natural Science, Quantitative Literacy, and Self and Society
- COEHS: 1 position on Collaboration Subcommittee
- FLITE: 1 position on each of the following subcommittees – Collaboration, Problem Solving.

Members of the subcommittee serve a three-year term and it is expected that the subcommittees will meet every 3 weeks. The responsibilities of the subcommittees are to evaluate general education proposals, manage the recertification process, and address process or policy questions as they arise. The application for these subcommittees appears in the supplemental documents provided along with this update.

Safety

During July, Ferris engaged in safety and security workshops in continuation of our work to help ensure prevention and readiness. The committee charged with FLITE's safety and security efforts completed a review and revision of their charge and will continue with review and update of overall efforts during the coming year. FLITE will also engage a new team of students in partnership the FSU Police as a part of a new security assistant position.

PeopleGrove

This resource support intentional mentoring to help ensure students have access to resources and mentoring to assist in their success. This new initiative will begin through the Honors Program.

NetTutor
During Fall 2019, Ferris will finalize the possibility of adding NetTutor, a platform allowing 24-7 virtual tutoring services.

Kurzweil
With support from a diversity mini-grant, Educational Counseling and Disabilities Services is now able to make Kurzweil available to all Ferris students. Kurzweil supports text-to-speech, language conversion and accessibility of academic materials in support of accessibility.

Campus Printing
Ferris is engaged in a review of opportunities meant to create a print solution allowing students and faculty and staff greater flexibility. One component of the review is the creation of a solution whereby students are able to utilize their Ferris account and ID card to print securely to various locations throughout campus.

PERTS
Ferris continued partnership with the PERTS platform through Stanford University this past summer. Through PERTS, Ferris engaged incoming students through extended orientation modules focused on helping to (a) create a greater sense of belonging and community and (b) aid the development of a growth mindset and resiliency.

EduGuide
During Spring of 2019, Ferris partnered with this Lansing-based non-profit to engage students through weekly, encouraging multi-media activities intended to aid hope and resiliency. During Fall 2019, Ferris will continue this partnership and also engage in an experimental study to understand the efficacy of these activities relative to student persistence, course attempted to completed ratios and retention.

FirstGen
FSU's intentional work to support students who are the first in their family to attend/complete college. Additional details provided at 8/15 all-college meeting and as an electronic attachment with this update.

Alma Cloud-Based Library Services Platform | Ex Libris
Alma is a cloud-based, unified library services platform allowing for the management of print, electronic, and digital materials in a single interface. Ferris migrated to Alma in July 2019 and will continue to optimize and leverage this new platform during the coming academic year. Data anomalies associated with the migration are known and part of current worklists for repair and/or enhancement.

FLITE e-News

During the 2019-20 academic year, FLITE will organize and issue a sustainable newsletter highlighting initiatives and opportunities. Thanks to David Scott for leading this new effort.

Grant & Fund Procurement

Ferris State engaged in a review of McAllister & Quinn for a possible partnership to help increase major grant-seeking and receipt. Following the review, available data suggests a high likelihood for an immediate, positive return on the investment.

Advancement/Development

During the coming year, increasing partnerships and possibilities through donor giving, grants and collaborations will be a signature focus. In RSS, work continues with UA&M to secure new, endowed scholarships support our students with upcoming donor meetings scheduled this semester. In FLITE, we will work to develop new funding opportunities associated with the following new/established areas…

- User Experience Fund – Contributions to this fund will support the enhancement and general development of the library to include information technology, facilities, services, programs, learning space, etc.
- Collections Fund – Contributions to this fund will allow FLITE to purchase specialized collections.
- Archives/Heritage Club Fund – Contributions will enable additional resourcing to sustain current and new initiatives allowing for the preservation of the university's history and collaboration multiple university departments/offices.

Neumann Smith

Ferris State University selected Neumann Smith, the architectural firm for FLITE and the University Center, to develop a program and concept design study to inform short and long-range ideas about existing spaces and systems in FLITE, the University Center and West Hall.

Transfer Portal

In partnership with EAB, Ferris will prepare and launch a Transfer Portal. This portal is a student-facing technology designed to meet prospective transfer students where they are in their exploration process of deciding on enrollment. This portal will offer prospects real-time credit estimates, best-fit major recommendations, and customized application support to answer their key questions and guide them to apply.

Transfer Center

During Fall 2019, Ferris will open a dedicated center to support transfer students. Look for additional details and an invitation for the formal grand opening of this new space in coming weeks!

Kuddos

Between Fall 2018 and August 2019, the team of Timberly Boezwinkle, Kara Kosloski, Amber Sova, David McCall, and Nate Wallace studied, crafted a creative set of possible solutions, refined those solutions, gained approval from the President's Council and created the new Bulldog News (the new student UWN) platform.

The Dean's Woodbridge N. Ferris Award

In 1884, Woodbridge N. Ferris established the Big Rapids Industrial School, later renamed Ferris Industrial School (about 1885), Ferris Institute (about 1898), Ferris State College (1963), then Ferris State University (1987). He served as president of Ferris until his death in 1928.

Ferris envisioned a place where individuals from the various walks of life would have the opportunity to study as much as they could manage and learn as rapidly as ability would permit – a place where education and love of learning prevailed over schooling. A place where education enriched life and generated productive thinking.

He argued that in America the aim ought to be "Education for all of the people all of the time."

Building upon this central aim, Ferris worked to connect resources and opportunities. He pursued solutions with purpose and passion. He built bridges between individuals, organizations and communities. He sought clear contemporary understanding, identified possibilities, and enlisted others to create a better future.

The college Woodbridge Ferris Award recognizes students, faculty and staff who demonstrate these same characteristics.

Librarians Post-Tenure Review Policy

The library faculty group agrees to adopt the University post-tenure review policy with the following modifications.

1. The library faculty do not all teach on a regular schedule. Where the policy refers to teaching, the category of primary responsibilities will be substituted. Descriptions of what constitutes primary responsibilities are defined in the library's current tenure policy.
2. The teaching philosophy statement will not apply to all librarians. This section will be optional for library faculty.
3. Under the category of scholarship, the bullet point on curriculum innovation and development will not apply.

Librarians will follow the policies and procedures in the university policy except as noted before.

The portfolio provided by librarians for post-tenure review should include a cover letter, summary report detailing the three areas (including details when appropriate) and a current vita. Appendices with samples of work are not required. A professional development plan must also be included.

Ferris State Library and Kanopy

Mission Statement: Ferris State University prepares students for successful careers, responsible citizenship, and lifelong learning. Through its many partnerships and its career-oriented, broad-based education, Ferris serves our rapidly changing global economy and society.

Kanopy's innovative offering of highly curated video content supports teaching, research, and personal development and education. We provide films that inspire, enrich, and challenge faculty and student's perspectives with a service that answers the demands of a 21st century classroom.

Film is a critical resource on campus. Only twelve years ago, Netflix and YouTube did not exist. Today, 98% of students use YouTube every week and 90% utilize one or more subscription platforms. Looking forward, this will continue by 2021, as 83% of all internet traffic is projected to be on video. Today, video constitutes 60% of time spent on all media, yet video budgets at the typical library constitute a small portion of the overall collection budget. This results in a misalignment between user demand and library supply.

Furthermore, a recent study from SAGE has found that video in the classroom widens participation and increases a student's overall engagement with a course. According to this study, "because students enjoy and request access to video, it can be considered a positive, instructional format which should provide confidence to librarians, faculty members and other constituents that as an educational resource it has a very bright future."

The Kanopy One-Year Capped Pilot Patron Driven Acquisition Program:

Provides full access to the entire Kanopy streaming platform for $42,000

> **Program terms:**
> 1. The $42,000 is to be paid upfront
> 2. If the Library's PDA spend is higher than the capped amount, the library will not be required to pay any additional funds.
> 3. If any funds remain at the end of the one year term, funds will be used for license extensions, collections or individual title ordering.

Your monthly PDA spend in the recent semester ranged from $1,650 - $4,650. This annualizes to a PDA spend between $19,800 - $55,800. The capped amount of $42,000

ensures room to support current rates of usage and expected growth using our data- driven growth predictions for the full length of your fiscal year. This capped program is built to support all students and university programs, and allows for full access to the entire Kanopy streaming collection, including all new content additions from top and new suppliers. Kanopy typically adds 100-150 new films to the platform monthly.

PDA provides access to high quality, relevant content. Kanopy has exclusive offerings from high demand content partners such as The Criterion Collection, Kino Lorber, Media Education Foundation, Women Make Movies, Collective Eye Films, New Day Films, and more. Kanopy recently added new suppliers including HBO Documentaries, A24, Cinema Guild and Bleecker Street. Please see the list of all Kanopy suppliers and the corresponding number of films in the Packages tab of your Administrative Dashboard.

Patron Driven Licensing Model:

In order to trigger a Kanopy license, films must achieve a minimum of 4 independent plays within a 12-month period - any less than 4 plays and the films are viewed at no cost. The plays do not accumulate over time, and your program is only driven by the usage in a given year – hence it is sustainable over time. In terms of what constitutes a "PDA play" under the program, there are two important thresholds:

- **Time threshold:** A film must be played for at least 30 seconds of consecutive footage to log a "PDA play". This provides comfort in knowing that no accidental clicks or playback issues contribute to your spend.
- **Session threshold:** There is a session-based restriction on the play counter, which ensures that only one play is ever counted in a single session on the website (i.e. if someone watches the same film twice from the same browser, it will only count one play). This provides comfort in knowing no duplicate plays are being logged.

PDA directly aligns costs with use to drive the highest return on investment (ROI), supports data-driven decision making, and assists with workflow demands and collection development. Kanopy recognizes that value metrics are critical and that your PDA program needs to drive significant value. Currently, Ferris State University has 197 PDA licenses. Last fiscal year, over 17 films were used for every triggered film at no additional cost, and your total cost per use was $1.80 per title. Additionally, the library averaged 14 plays per triggered film and each triggered film averaged 22 minutes per play.