

NEOS Technical Services Committee Meeting

Minutes

Date: August 1st, 2023

Location: Online via Zoom

Chair: Susan Jones (MacEwan University)

Minute Taker: Burman

In attendance: Robin Chorzempa (Alberta Environment Library), Julie Pompo (Alberta Health Services), Wilmer Tenerife (Burman University), Myrna Dean (Concordia University of Edmonton), Tara Sommerfeld (Covenant Health), Linda White (Keyano College), Jolene Linfitt (The King's University), Kathy Williams (Lakeland College), Susan Jones (Chair) MacEwan University), Susan MacRae (MacEwan University), Gisele Ramgoolam (Norquest College), Kaitlin Kirk (NLC), Bethany Idema (NWP), Cody Zheng (Olds College), Taralyn Gunsch, (Red Deer Polytechnic), Ian Bigelow (University of Alberta), Michael Betmanis (University of Alberta)

Regrets:

UAL Attendees: Abigail Sparling (University of Alberta), Brian Stearns (University of Alberta),

Guests: Eden Murray-Black (NWP), Claire Dahlquist (MacEwan University), Michael Brundin (MacEwan University), Beth Vandenboogaard (Norquest College), Ben Harrison (Lakeland College), Lia Kim (Lakeland College), Maria Haubrich (Red Deer Polytechnic), Amanda Terlaan (Alberta Health Services)

1. Call to Order, welcome, and introductions

2. Approval of the minutes of April 18, 2023

Minutes approved by consensus.

3. New LSP process and planning for Technical Services needs assessment, RFP processes and migration

1. Current status overview and discussion/questions

a. [Update](#)

b. NEOS libraries will need to migrate to a new Library System Platform (LSP), ideally seeking group solutions. NEOS will no longer be a completely shared catalogue.

NEOS directors still committed to resource sharing even without joint LSP. Members sign two agreements: one with U of A to provide joint Integrated Library System (ILS), which will end, and another to share resources and carry out consortial activity, which will now have to take place in a modified form going forward.

c. Broad timeline overview

U of A looking at Request for Proposal (RFP)/vendor selection/migration throughout 2024 with projected end date 2025. MacEwan will be advanced test case as they are already engaged in RFP process. Other members will have to navigate other solutions to be determined.

d. LSP landscape considerations

Given finite number of vendors, likely scenario involves groups of NEOS members adopting similar platforms if possible.

2. Groups working on LSP migration

In general, more frequent shorter meetings recommended as many details either unknown, in flux, or subject to frequent dynamic change(s) at this time.

- a. By institution: UAL - LSP Working Group, MacEwan, ...
- b. NEOS Service Model Task force to support libraries in determining their solutions
- c. NEOS Access Committee
meeting monthly to discuss implications, alternatives, etc. Determine what to do with user accounts (active/expired), outstanding items/charges, etc.
- d. NEOS Technical Services Committee
Considering adopting similar monthly schedule with agenda to adapt as required.

3. Role of NEOS-Tech and next steps

- a. Needs assessment.
Elaine has prepared an edited version of the UAL high level system requirements to inform individual potential RFP proposals.
MacEwan will possibly share competitive bid memo which contains requirements for their RFP for comparison.
- b. Data cleanup
List of possible cleanup projects is being compiled.
- c. Data detangling (shared fields, common usage)
List of possible complications, cleanup is being compiled.

Actions:

Proposed joint meeting Access/Tech Services meeting for possible points of intersection