

TEXAS DIGITAL LIBRARY

FALL GOVERNING BOARD MEETING

November 1, 2019 | 9:00 am – 12:00 pm | University of Texas at Austin

ATTENDEES

- David Carlson (Chair), Texas A&M University
- Bella Karr Gerlich, Ph.D. Texas Tech University
- Kelly Gonzalez (Vice Chair/Chair-Elect), MSIS, MBA, UT Southwestern Medical Center
- Lorraine Haricombe, Ph.D., University of Texas at Austin
- Shawna Kennedy-Witthar (Secretary/Treasurer), West Texas A&M University (attended remotely)
- Catherine Rudowsky, Ph.D., Texas A&M University - Corpus Christi
- Kristi Park, Texas Digital Library
- Courtney Mumma, Texas Digital Library
- Lea DeForest, Texas Digital Library

REGRETS

- Lisa German, University of Houston
- Mark Smith, Texas State Library and Archives Commission

REFERENCE & MEETING MATERIALS <https://utexas.box.com/v/tdl-govboard-2019-11>

David Carlson, chair, called the meeting to order at 9:05 a.m.

CONSENT AGENDA

Reference: [See Meeting Minutes document in the Box folder](#)

Board members were asked to review and approve meeting minutes from Spring 2019 governing board meeting. David Carlson called to approve the Spring meeting notes. Catherine Rudowsky moved to approve meeting notes and Lorraine Haricombe seconded the motion.

Outcomes / action items: The consent agenda was approved by voice vote.

BOARD BUSINESS

David Carlson called for a vote to elect new board officers to fill the Vice Chair/Chair-Elect and Secretary-Treasurer positions. Catherine Rudowsky nominated Kelly Gonzalez to serve as Vice Chair / Chair-Elect, and nominated Shawna Kennedy-Witthar to serve as Secretary/Treasurer.

Outcomes / action items: The board approved by voice vote election of Kelly Gonzalez to serve as Vice Chair/Chair-Elect and Shawna Kennedy-Witthar to serve as Secretary/Treasurer.

Kristi Park reported on the Value Proposition Task Force. The Task Force was proposed by TDL's outgoing Governing Board chair, Lisa German, at the TDL Member Board meeting in September 2019. The group is tasked with developing talking points aimed at deans, directors, and other administrators at prospective TDL member institutions. The Task Force will begin work in Fall 2019 with recommendations to share at the Spring 2020 Governing Board meeting.

Members of the Task Force include:

- David Baca, Director of Library Services, Texas A&M University – Galveston
- Diane Bruxvoort, Dean of Libraries, University of North Texas
- Lisa German, Dean of Libraries, University of Houston
- Vivienne McClendon, Library Director, University of Houston – Clear Lake
- Kristi Park, Executive Director, Texas Digital Library
- Catherine Rudowsky, Texas A&M University – Corpus Christi, Dean of Libraries

Outcomes / action items: This section was informational. No specific action or approval was requested.

FINANCIAL REPORT

Reference: [See Financial Report for 2018-19 and Historical Financials in the Box folder](#)

Kristi Park reviewed the 2018-2019 budget and the 2019-2020 budget (approved at the Spring 2019 Governing Board meeting). TDL's travel in FY19 was over budget due to member census site visits, and TDL has increased the travel budget in FY20 to reflect more realistic expenditure in the coming year. TDL expenses were over \$82,000 less than income, and the balance forward going into FY20 reflects a healthy reserve. A "Historical Financials" document was provided to show changes of membership dues and infrastructure expenses, as well as an increase in salaries due to filling an open software developer position.

Outcomes / action items: This section was informational. No specific action or approval was requested.

MEMBER CENSUS REPORT

Reference: [See the Member Census report in the Box folder](#)

Between February and November 2019, TDL visited 19 out of 23 member campuses. Kristi Park reported findings, emerging themes, and action items from TDL's year-long member census project. The biggest takeaways from the member census project show that communication bottlenecks exist at some member institutions, member engagement with TDL increases after each visit, and the perception of value of services varies drastically between institutions. The remaining three member visits are scheduled with the final visit set for January 2020.

Outcomes / action items: This section was informational. No specific action or approval was requested.

REPOSITORY HOSTING DISCUSSION

Reference: [See the Services Update in the Box folder](#)

Courtney Mumma presented a roadmap for TDL's repository hosting service that illustrated recent accomplishments, planned activities for the next three months, and projects planned for 2020. Kristi Park reported on TDL's successful content migration for new members, UNT Health Science Center, who elected to migrate from bepress to a TDL-hosted DSpace repository. Park noted that some loss was associated with migration, especially loss of bepress' "permanent" DOIs, which could not be moved to the new repository.

Governing Board members noted that recent prospective members did not join TDL because they had just committed to a bepress-hosted repository, and opined that TDL's recent successful migration of content from bepress to DSpace could be a marketing tool for recruitment.

Park, recently elected as chair of the DSpace Leadership Group, reported on improvements for DSpace 7. The enhanced functionality of DSpace 7 will make the service a next generation platform and more competitive to other repository hosting services, such as bepress. The DSpace community is excited about the proposed enhancements, but the launch of DSpace 7 will be significantly delayed. The primary cause of delay is due to development efforts of DSpace 7 are largely driven by volunteers. The Leadership Group hopes to mitigate the delay through increased funding for development.

Outcomes / action items: Once the DSpace Leadership Group has developed a prospectus for funding, TDL will come back to board officers for approval of funding DSpace development.

TDL led the Governing Board in a brief exercise to surface DSpace User Stories at the dean/director level. The board discussed needs for better reporting in DSpace, specifically to improve faculty outreach efforts. Other ideas voiced by the board included:

- Automating reports that could be pushed to faculty via email.
- Clustering statistics data to reveal picture of research at the institutional level.
- Developing improvements to the DSpace user interface.

Outcomes / action items: This section was informational. No specific action or approval was requested.

STRATEGIC PLANNING

Reference: [See TDL Vision 2020 in the Box folder](#)

Kristi Park led a discussion with the board to identify larger themes to focus TDL's work over next few years. A small group was assigned to develop an energetic values statement and refresh TDL's mission statement, vision statement, and strategies. Board members agreed in the value of the consortium identifying as a Texas-based organization and regional entity, and in stressing that TDL is a member-based consortium. The board agreed that the revised strategic plan should articulate return-on-investment (ROI) and should reflect the full scope of TDL's work (training,

community-building, and collaboration in addition to hosted technology services). Members of the board also articulated accessibility improvements and statewide membership as goals for inclusion in a new strategic plan. Numerous ideas were identified as viable talking points to share with the Value Proposition Task Force.

Outcomes / action items: At the Spring 2020 board meeting, the Strategic Planning Group will deliver a plan for 2020-2022 that will include a revised mission statement, vision statement, and strategies, along with a new values statement.

Chair adjourned meeting at 12:05 p.m.

Next Governing Board Meeting: Spring 2020 at the University of Houston