MINITEX POLICY ADVISORY COUNCIL REPORT
December 6, 2013

ELECTRONIC LIBRARY FOR MINNESOTA (ELM)

Work Begun for Selection of ELM Resources
The licenses for the eresources included in the Electronic Library for Minnesota (ELM) end next June 30, 2014. Several of the databases are also available in North Dakota and South Dakota through funding from the North Dakota State Library and Online Dakota Information Network (ODIN) and the South Dakota State Library and South Dakota Library Network (SDLN).

Mary Parker, Minitex Associate Director, is leading the Minitex Electronic Information Resources (MEIR) Task Force, which will help write and review responses to a Request for Proposal (RFP) for the suite of ELM resources. The MEIR group includes representatives from academic, public, K12, and special libraries from Minnesota, North Dakota, and South Dakota. We appreciate the Task Force members' willingness to contribute their expertise and time to working with us on this important project. The RFP will be issued by University of Minnesota Purchasing. The timeline for this RFP process is October 2013–June 2014.

Contact Mary Parker, m-park1@umn.edu, 800-462-5348, or 612-624-1024, if you have questions.

ELM Usage
ELM usage continues to grow with each fiscal year. The following table shows the usage by searches and full-text retrievals for the first four years of the current contract cycle.

ELM Instruction
In FY14 to date, 60 instructional sessions have been offered by Reference Outreach & Instruction (ROI) and attended by 1,038 (1,092 registered) library and school media staff, teachers, students, and home educators.
MINITEX REFERENCE OUTREACH & INSTRUCTION

Instruction
In addition to ELM instruction, ROI librarians presented or facilitated 25 other professional development opportunities which were attended by 182 library staff.

AskMN: THE LIBRARIAN IS IN!

Minitex ROI administers, manages, and helps staff the public queue of AskMN, Minnesota’s statewide virtual reference service.

AskMN Grows
To date in FY14 (July 1, 2013 – October 31, 2013), 10,650 questions have been answered. FY14YTD volume has surpassed that of FY13, which saw 9,873 questions during the same time period.

Century College and Minnesota Historical Society recently joined AskMN. Welcome!

FY14 volume is on track to supersede that of previous years.

Contact Carla Steinberg Pfahl, pfahl001@umn.edu or 800-462-5348, to find out how your system or libraries can participate.

<table>
<thead>
<tr>
<th>AskMN YTD Totals by Queue</th>
<th>FY08 Total</th>
<th>FY09 Total</th>
<th>FY10 Total</th>
<th>FY11 Total</th>
<th>FY12 Total</th>
<th>FY13 Total</th>
<th>FY14 YTD Total*</th>
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<tbody>
<tr>
<td>Academic Total</td>
<td>188</td>
<td>4,169</td>
<td>8,162</td>
<td>7,599</td>
<td>8,057</td>
<td>8,464</td>
<td>5,023</td>
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<tr>
<td>Public Total</td>
<td>267</td>
<td>3,485</td>
<td>10,539</td>
<td>14,457</td>
<td>23,767</td>
<td>23,767</td>
<td>10,252</td>
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<tr>
<td>-</td>
<td>455</td>
<td>7,654</td>
<td>18,701</td>
<td>22,056</td>
<td>31,824</td>
<td>32,231</td>
<td>15,275</td>
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*Includes partial December 2013 transactions.

COOPERATIVE PURCHASING & ELECTRONIC RESOURCES SERVICES (CPERS)

Fall trials of some eresources that we are considering are underway. Check them out, [http://www.minitex.umn.edu/Electronic/Trials.aspx](http://www.minitex.umn.edu/Electronic/Trials.aspx) if you or your staff have suggestions for e-resources, don’t hesitate to contact Rita Baladad, Tim Peters, or Anne Hatinen at cpers@minitex.umn.edu.
RESOURCESHARING

The University of Minnesota is going into production on Alma in late December. Minitex has resided on the Aleph server at the University of Minnesota and interlibrary loan transactions have been housed on that server. This is changing with the U of M move to Ex Libris’ Alma as the interlibrary loan component of Alma is not yet available for Minitex use.

Minitex has been set up on the MnPALS server in Mankato in order to continue use of Aleph ILL. We are appreciative of the work the PALS staff has done to get Minitex configured on their server and especially to Stephen Elfstrand for agreeing to this set up.

### Resource Sharing

#### Incoming Fill Rates

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<th></th>
<th>FY 2013</th>
<th>FY 2014</th>
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<tr>
<td>Rates</td>
<td>67%</td>
<td>73%</td>
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### Electronic Delivery

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<tr>
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<th>FY 2014</th>
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<tr>
<td>Notes:</td>
<td>MEDD</td>
<td></td>
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<tr>
<td></td>
<td>FY 2013</td>
<td>4940</td>
</tr>
<tr>
<td></td>
<td>FY 2014</td>
<td>6695</td>
</tr>
<tr>
<td></td>
<td>Ariel/Art Exchange</td>
<td></td>
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<tr>
<td></td>
<td>FY 2013</td>
<td>5338</td>
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<tr>
<td></td>
<td>FY 2014</td>
<td>5334</td>
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### MnLINK Gateway Update

The MnLINK Gateway’s VDX software was upgraded to version 7.3 overnight on November 13-14. Moving forward, we do not expect additional VDX software upgrades for the purpose of integrating significant new functionalities. This upgrade included several fixes and improvements will be beneficial in the production system.
Overnight November 21-22 saw some additional downtime for the MnLINK Gateway. This event was to move our system to more robust database hardware and upgrade Oracle. Prior to the move we had been experiencing slowness. Since the upgrade, we've received feedback from various library staff that the response time for updating requests has improved significantly.

### MnLINK Gateway

| FY13 – 1st Qtr |  
|----------------|---|
| FY 2013        | 126,050 |
| FY 2014        | 125,499 |

### Minitex Interlibrary Loan Conference
The 23rd Annual Minitex Interlibrary Loan Conference will take place on Tuesday, May 6, 2014 at the Continuing Education and Conference Center on the Saint Paul Campus of the University of Minnesota. Phil Simon, a frequent speaker, recognized technology expert, and award winning author of six management books will be the keynote speaker. His topic will be big data and he will be drawing from his 2013 book *Too Big to Ignore: The Business Case for Big Data.*

### MINITEX DELIVERY

Alliance has taken on some of their subcontracted routes for Northwestern Minnesota and some of the drops are experiencing some changes in times. We are working with the locations and hoping to work out a good schedule. Obviously, it is the season for weather issues, and we will keep all informed via our Minitex Delivery listserv.

### ADMINISTRATIVE & FISCAL SERVICES

**Updated Forms Needed for MN Sales Tax Exemption**

Minitex Administrative Fiscal Services has launched an effort to update our information about the sales tax exemption status of participating institutions and other contacts. We have sent an email to billing contacts requesting that all institutions and customers of Minitex complete a Sales Tax Exemption form (ST3). By doing this, Minitex will be compliant with State of Minnesota sales tax laws.

The second phase of the project will be sending letters to customers for whom we do not have email contacts.

We hope to have this project completed by December, so your cooperation and assistance is greatly appreciated.
DIGITIZATION, CATALOGING, AND METADATA EDUCATION (DCME)

- With LC’s implementation of RDA, DCME’s RDA training has moved from broad informational and introductory sessions to more in-depth, targeted online sessions and in-person basic sessions that are all well attended. Mark Ehlert receives regular requests from libraries around the world (e.g. Romania!) for re-use of his documentation and tools.
- While we no longer serve in an OCLC support role, Carla Urban (dewey002@umn.edu) is happy to answer questions that any OCLC members might have about the upcoming change in OCLC cataloging and ILL credits.
- Digital Preservation is a topic of some urgency that is getting more attention lately. DCME will be offering both an online series and an in-person session of LC’s Digital Preservation Outreach Education (DPOE) training in early 2014.

DCME conducted a technical services workflow consultation for Pioneerland, and Contract Cataloging continues to receive new projects as libraries reduce their cataloging staffs.

CONTINUING EDUCATION OPPORTUNITIES

NISO and NISO/DCMI Series
Minitex has a statewide license to the 2013 NISO and NISO/DCMI webinar series. Both series are being archived. Minitex participating libraries and schools have access to the links following the presentations. Check out the Minitex website for a listing of these webinars. Access to these archived sessions is through the Minitex MyLibrary Portal, https://www.minitex.umn.edu/MyLibrary/. All you need to do is create an account.

2014 Library Technology Conference
The seventh annual Library Technology Conference will be held March 19 – 20, 2014, on the campus of Macalester College in St. Paul, MN. The 2014 conference will feature keynotes Mita Williams, blogger and user experience librarian, and Barbara Fister, Library Journal columnist and blogger on library trends in content creation and more.

eLearning Summits Past and Future
Videos of the 2013 eLearning Summit keynotes are now available, http://www.mnelearningsummit.org/index.asp?Type=B_BASIC&SEC={A0E6E03E-CF64-4EF6-BDB2-DC013F65A839}

Mark your calendar for the 2014 eLearning Summit, July 30-31, 2014. University of Northwestern - St. Paul. The keynotes are Cable Green, Director of Global Learning for Creative Commons, and Robbie Kendall Melton, Associate Vice Chancellor of eLearning and Emerging Mobilization Technology for the Tennessee Board of Regents.