**Proposal for MI-SPI Consultant**

**February 2018**

In 2011, seven COLD libraries joined together to form the Michigan Shared Print Initiative, one of the first shared print projects to focus exclusively on retention and deselection of monographs. Since then, the project has expanded to include 11 of the 15 COLD libraries, with Michigan State University serving as an additional retention site but not a full MI-SPI participant.

From its inception, MI-SPI was an all-volunteer effort with collection development librarians at each site and staff at MCLS writing the MOU, determining retention and deselection criteria, and nursing the project along.

The landscape for shared print has changed dramatically since 2011. Many more projects have begun and matured. Discussions about scaling up from statewide to multi-state projects are ongoing. Some shared print projects have begun to explore the feasibility of making prospective collection decisions based on knowledge gained from the initial collection analyses. For MI-SPI to participate in these efforts, it may be necessary for dedicated staff to be retained.

We are proposing to hire a consultant for a period of one year to serve as the MI-SPI Planning Manager. The Planning Manager will support MI-SPI activities and work closely with the MI-SPI steering committee to guide further development of the project.

Specific activities of the MI-SPI Planning Manager will be:

1. Examine current MI-SPI structure
   1. Investigate methods of organization of comparable shared print projects in the US
   2. Recommend changes to steering committee membership and formation.
   3. Determine whether MI-SPI needs a more formal structure with additional working groups.
   4. Investigate opportunities for shared dedicated storage with MSU, UM, and WSU.
2. Review and refine current MI-SPI processes and procedures.
   1. Examine other projects’ Memoranda of Understanding (MOU) and revise the MI-SPI MOU to incorporate best practices from others.
   2. Analyze current retention policies to determine adequacy considering the new shared print landscape.
   3. Develop a proposal to move MI-SPI from a 3-5 year project orientation to an ongoing operation with predictable annual pricing. Determine the role that OCLC/SCS should play.
3. Develop effective communication strategies among MI-SPI participants
   1. In conjunction with the steering committee, convene regular meetings of MI-SPI participants.
   2. Recommend best practices for meetings, including web-based tools such as Zoom and/or social media platforms.
4. Plan for new MI-SPI members
   1. Coordinate the addition of private colleges to MI-SPI.
   2. Consult with additional COLD libraries about their interest in joining MI-SPI.
5. Analyze current MI-SPI website
   1. Make recommendations for new website design
   2. Develop content for website including information about MI-SPI members, processes, history, and partners.
6. Explore collaboration with other shared print programs, with an initial focus on the Academic Libraries of Indiana.
   1. Prepare background materials for communications with other potential collaboration partners.
   2. Identify issues and options for a formal reciprocal agreement between MI-SPI and ALI.
   3. Draft a report that describes the issues and lays out a plan for an agreement to affiliate MI-SPI with ALI.
   4. Explore participation with other regional and national efforts.
7. Consider future developments for MI-SPI
   1. Investigate methods for making MI-SPI the basis for collective collection development decisions among participants.
   2. Determine whether MI-SPI should expand its focus to include serials and government documents.