



**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Student Services Officers  
Chief Business Officers  
Chief Information System Officers

**FROM:** Valerie Lundy-Wagner, PhD, Vice Chancellor, Digital Innovation and Infrastructure

**RE:** Library Services Platform Reimbursement and Services

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This guidance memo contains information about the fiscal year (FY) 2022-2023 funding allocations for the Library Services Platform (LSP) program, including reimbursement available to colleges for subscription services and future systemwide subscriptions.

### **Overview**

The LSP project and integrated library services are a critical component of the California Community Colleges Chancellor's Office strategy to provide services that can better manage and deliver digital information and support teaching and learning regardless of a student's chosen campus(es) or modality. The FY 2022-23 state budget allocated \$4 million in ongoing annual funds to support the LSP project which includes two key components: 1) a subscription service, and 2) the operational and support services for implementation. This memo describes how the funds for operational and support services will be distributed.

### **Ex Libris Subscription Service Reimbursement**

Similar to FY 2021-22, the Chancellor's Office in cooperation with the California Community Colleges Technology Center will reimburse colleges directly for the Ex Libris subscription service fees for the billing period of July 1, 2022 through June 30, 2023.

The [Ex Libris Subscription Request for Reimbursement Form](#) is due no later than May 31, 2023. More information about the submission process can be found [here](#).

## **Support Services and Program Enhancements**

The Council of Chief Librarians (CCL), in partnership with the Community College League of California (CCLC), will continue to lead LSP program administrative and management services to support the ongoing efforts of Library Faculty throughout the Community College system.

Beginning FY 2023-24, the LSP program will expand participation benefits by covering costs for a systemwide subscription to three important software tools:

- **OCLC Cataloging and Metadata Service** software and associated files to provide complete access to OCLC digital bibliographic records for all LSP libraries as they contribute to the LSP union catalog (Network Zone);
- **OCLC EZProxy Hosted** software service to standardize and strengthen local authentication and single-sign-on procedures and processes by means of a uniform tool; and
- **Third Iron LibKEY** software service to provide search functionality missing from the Ex Libris discovery tool.

Libraries currently holding individual contracts for these products will be transitioned into the group subscriptions arrangements between now and July 1, 2023. For additional details, please contact CCL.

If you need additional information about the LSP program, please contact Mr. Gary Bird, Information Technology Specialist II at [gbird@cccco.edu](mailto:gbird@cccco.edu).

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