

Acronyms used by Montana State Library

ABLE – Alternative Basic Library Education is a free program of the Idaho Library Commission that provides basic library knowledge and skills for staff members who have no formal education in library science.

ADA – Americans with Disabilities Act: National legislation giving civil rights protection to individuals with disabilities; it impacts libraries as services providers and employers.

AG – Attorney General

ALA - American Library Association: Founded in 1876, ALA is the national association serving the interests of libraries and librarians.

ALTA – Association of Library Trustees and Advocates: the Association of public library trustees and advocates is affiliated with the American Library Association.

ARM - Administrative Rules of Montana: these are the official procedural rules that support the implementation of Montana laws.

ARRA – American Recovery and Reinvestment Act: the act providing for stimulus monies.

AskMontana - a virtual reference consortium of Montana libraries

ASLD – Academic and Special Library Division of the Montana Library Association

BCR - Bibliographic Center for Research: Headquartered in Denver, BCR is a broker for bibliographic services, databases and training required by its member libraries. Montana State Library purchases a BCR membership on behalf of all Montana libraries allowing them to receive discounts on services they receive from BCR.

BIM - Building Information Modeling is the process of generating and managing building data during its life cycle.

BIP – Broadband Initiative Program supported by the Department of Agriculture's Rural Utilities Service (RUS)

BMSC – Base Map Service Center: Department of Administration's geographic and mapping services center.

BTOP – Broadband Technology Opportunities Program supported by Department of Commerce's National Telecommunications and Information Administration (NTIA)

BVF – Broad Valleys Federation (see also Federations)

CCG – Complies with Copyright Guidelines

CCL – Complies with Copyright Law

CD/DVDs - compact disc/digital video disc: High-capacity storage devices that uses laser technology to read data in digital form. Available in a variety of formats: CD-ROM: Read Only Memory; CD-R: Recordable (one-time only recordable); CD-RW: Read/Write (re-recordable), DVD-RN, etc.

CE - continuing education: Opportunities provided for personnel to improve and grow in their professions.

CST – Coal Severance Tax monies

CTI – Career Training Institute

DEQ – Department of Environmental Quality

DNRC – Department of Natural Resources and Conservation

DPHHS – Department of Public Health and Human Services

EPP – Executive planning process used by the Governor's budget office in preparation of the biennium budgets.

E-Rate: Federal program providing discounts to eligible schools and libraries for access to telecommunications and information services, including basic local and long-distance phone services, Internet access services, and acquisition and installation of network equipment. The Universal Service Administrative Company's Schools and Libraries Division administers the E-Rate program for libraries.

ESRI – Environmental Systems Research Institute, Inc.: The world wide leader for GIS software; the state maintains an enterprise license agreement for software purchases with this company (though, like OCLC, the company name is now just ESRI).

Federations - A geographical grouping of libraries of all types working together to provide a broader range of resources and services than each individual library can offer alone. Montana is divided into six federations; each has an advisory board and

federation coordinator. The federations receive funding through the Montana Coal Tax Severance Fund.

FTE - full-time equivalent: A measure used by human resources personnel to indicate the number of full-time workers who would be employed if all part-time positions were added together. The FTE calculation is used for budgeting and reporting purposes.

FSCS – Federal –State Cooperative System (FSCS) for public libraries is a cooperative program between the federal government and the states. The Cooperative is responsible for data collection from all the public libraries.

FWP – Fish, Wildlife & Parks

FY - fiscal year: Used in budgeting to identify the twelve-month accounting period under which an organization operates. The State of Montana fiscal year runs from July 1 of current year until June 30 of the following year; the federal fiscal year (like for LSTA funding) runs from October 1 of the current year until September 30 of the following year.

FYE – fiscal year end

GIO – Geographic Information Officer

GIS – Geographic Information Systems

GPL – Golden Plains Library Federation, see also Federations

HB2 or HB0002 – House Bill two, which was/is the general appropriations act passed each biennium by the Montana Legislature containing the budget for all Montana state agencies including the Montana State Library.

HB 061 – House Bill sixty one is the legislation from the 2009 Legislative session that resulted in the change of language from interlibrary loan reimbursement program to a resource sharing program.

HB0645 – House Bill six forty five, which was the stimulus funding bill passed by the last Legislature.

ILL - interlibrary loan: System of interlibrary cooperation, which allows libraries to obtain information and materials for their users from other cooperating libraries. Also referred to as resource sharing.

ILS - Integrated Library System (the computer based automation that libraries use for circulation and cataloging of library materials and the management of patron accounts)

IMLS - Institute of Museum and Library Services: Independent federal agency that provides programs of support for both libraries and museums and encourages library-museum partnerships. The agency administers the Library Services and Technology Act (LSTA) grant program to states.

ITPR - Information Technology Purchase Request: Documentation required by the State's Information Technology Services Division to document and justify IT purchases.

LAN - local area network: Network that connects nearby computers, usually in the same building, using cables or wireless technology.

LBEP - Library Board Education Program: Library Services and Technology Act (LSTA) funding administered by Montana State Library. The project is successful by enabling basic trustee Board training by other public library trustees. Training is provided on request and trainers volunteer their services.

LC - Library of Congress: National library of the United States that serves the U.S. Congress and provides services to all types of libraries.

LDD - Library Development Department: Division of Montana State Library that provides consulting services and training to librarians in Montana to assist with the improvement of library services statewide.

LIS – Library Information Services: Program of the Montana State Library that provides traditional libraries services (bibliographic collection management, circulation, interlibrary loan) and that manages the State Publications Center.

LSTA - Library Services and Technology Act: Administered under the Institute of Museum and Library Services with the primary focus on improving library services through technology, encouraging sharing of resources and targeting library and information services to underserved populations. LSTA grants are awarded annually to all state libraries for use in statewide and local projects. In Montana, the Montana State Library Commission establishes priorities for LSTA funds.

LVM – Low Vision Montana

MAB – Montana Association for the Blind

MAB/SOP – Montana Association for the Blind’s Summer Orientation Program: a training program for newly blind and low vision Montanans.

MAGIP – Montana Association of Geographic Information Professionals.

MARC - machine readable cataloging: Standardized arrangement of bibliographic information for computer-based catalog records to permit sharing with other automated systems.

MBARS – The Montana Budget Analysis and Reporting System, which provides all state agencies with one computerized system for budget development, maintenance and tracking, and is integrated with the State Accounting, Budget, and Human Resources System (SABHRS)

MCA – Montana Codes Annotated: The laws of Montana.

MDT– Montana Department of Transportation

MLA - Montana Library Association: State association with a membership composed of librarians from all types of libraries, trustees, friends and students. MLA’s concerns are the welfare and professional development of its members, the advocacy of library needs and the assurance of open access to information for all Montana’s citizens.

MLC – Montana Library Commission: The acronym often used by the Legislature and Governor’s Budget Office for MSLC or Montana State Library Commission

MLIAC – Montana Land Information Advisory Council, a council that advises the state Geographic Information Officer and discusses and makes recommendations related to GIS policies and standards in Montana.

MLS - Master of Library Science: Graduate degree from a library school or department.

MontanaLibrary2Go or MTLIB2GO: A consortium of Montana libraries which provides downloadable E-content (digital audio books, music, video) to their patrons

MOU – Memorandum of understanding

MPLA - Mountain Plains Library Association: Eleven-state association, including Montana, which seeks to improve present and future library services throughout the region.

MRRS – Montana Radio Reading Service: a service that provides audio or digital recordings of Montana newspapers to those who can not read traditional print.

MSC - Montana Shared Catalog: A consortium of all types of libraries from across Montana which share an online catalog and circulation system hosted by the Montana State Library

MSDI – Montana Spatial Data Infrastructure: thirteen datasets considered critical to GIS analysis in Montana. MSL manages the orthoimagery, hydrography and stewardship datasets. NHP is developing the wetlands dataset under a grant from the Montana Department of Environmental Quality.

MSDL – Montana State Digital Library: The "traditional" division of the library, MSDL staff manage collections, respond to reference requests, and provide access to a large variety of information with an emphasis on online access . LIS, NRIS and NHP are programs of MSDL.

MSL – Montana State Library

MSLC - Montana State Library Commission – The Governing body for Montana State Library. The governor appoints five members and two members are designees from the Office of Public Instruction and the Commissioner of Higher Education. Refer MCA 22-1-101.

MTBL – Montana Talking Book Library: Department of Montana State Library that provides free equipment and materials to Montana citizens who are visually or physically impaired. MTBL is funded by Library Services and Technology Act (LSTA) and state general funds. MTBL materials are provided by the Library of Congress or are recorded by TBL volunteer readers.

NAC – Network Advisory Council: a geographically diverse group of Montana librarians representing all types of libraries that is appointed by the State Librarian. This group advises the Montana State Library in matters pertaining to library networks, resource sharing, library automation, online library resources, and training needs.

NFB – National Federation for the Blind

NHP – Montana Natural Heritage Program: A program of MSL under contract with the University of Montana. NHP provides information on Montana's species and habitats, emphasizing those of conservation concern.

NLLD – National Library Legislative Day: which is usually scheduled in May each year as an opportunity for Library advocates to meet with our Congressional delegation in Washington DC to share views on library funding and issues.

NLS - National Library Service for the Blind and Physically Handicapped: Division of the Library of Congress, NLS offers free recorded and Braille-embossed books and magazines to individuals with visual and other physical conditions limiting use of regular printed materials. Montana State Library's Talking Book Library serves as a regional library for Montana.

NRCS - Natural Resources Conservation Service: A federal program of the Department of Agriculture. MSL has a contractual agreement to house and provide technical and GIS support for one NRCS employee.

NRIS - Natural Resource Information System: Program of Montana State Library, NRIS was established in 1985 to identify and acquire Montana's natural resource information and to provide a clearinghouse for this information.

NTIA – National Telecommunications and Information Administration of the United States Department of Commerce

OBPP – Office of Budget and Program Planning of the Governor's office.

OCLC - Online Computer Library Center: Nonprofit library service and research organization located in Dublin, Ohio, used by libraries to catalog library materials, manage interlibrary loans and maintain location information on library materials. In Montana, many libraries of all types use the OCLC bibliographic database for cataloging, interlibrary loan and reference.

OPAC - Online Public Access Catalog: Automated catalog providing patron access through computers. See also PAC.

OPI – Office of Public Instruction

OTO – One time only is a phrase used when the legislature or Governor's budget office agrees to fund a program or service for one year or one biennium only. A new request would have to be filed to get funding beyond the one year.

PAC - Public Access Catalog: User-friendly computer terminal that permits patron access to an automated library catalog. See also OPAC.

PAC-HUG – Public Access Computer Hardware Upgrade Grants provided by the Gates Foundation.

PATH – Pathfinder Federation of Libraries, see also Federations

PEEL – Professional education and employment for Librarians: a multi year grant program to provide scholarship monies for Montanans to attend Masters of Library or Information Science schooling and to provide stipends for Montana libraries to help pay for professional librarians to work in their libraries.

PLA - Public Library Association: Division of the American Library Association.

PLD – Public Library Division of the Montana Library Association

PNLA - Pacific Norwest Library Association: Seven-member regional library association promoting regional library activities and cooperation among five states including Montana, and two Canadian provinces.

RFP - request for proposal: Document issued to advertise for vendor proposals, equipment and software. Usually the RFP contains detailed specifications of the goods or services wanted.

RSS - Really Simple Syndication: An online tool used to push information to patrons via the web. For example, MSL provides RSS feeds for all new state publications added to our OPAC.

RUS – Rural Utilities Service of the United States Department of Agriculture.

SABHRS – the State Accounting, Budget, and Human Resource System that combines the state’s accounting, budgeting, personnel, payroll, and asset management systems into one single system.

SABLE – Supplemental Alternative Basic Library Education is an Idaho State Library Commission program that provides additional resources in library knowledge and skills for staff members who have no formal education in library science. This program is a supplement to the ABLÉ courses.

SAGE – Sagebrush Federation of Libraries; see also Federations

SLD – School Library Division of the Montana Library Association

SLO – Spanish Language Outreach: program originally funded by the Gates Foundation.

SOC – South Central Federation; see also Federations

SOC - Species of Concern: A special designation used by NHP to denote plants and animals that are at risk or potentially at risk.

SuDoc – Superintendent of Documents classification system for federal publications.

SWIM - South Dakota, Wyoming, Idaho, and Montana: a joint professional education and employment for librarians scholarship program.

TAM or TAMFED – Tamarack Federation of Libraries: see also Federations

TBL - See MTBL

VA – Veterans Administration

WIA – Work Force Investment Act

WIS - Water Information System: A program of NRIS that serves as a clearinghouse for water information in Montana.

August 11, 2009 dms