

Library Cluster Meeting Minutes

January 6, 2003
Dale Mabry Campus Library

Attendance: Jeremy Bullian, Jacquelyn Cress, Alicia Ellison, Wendy Foley, Vic Harke, Tammy Schofield, and Jeneice Sorrentino

Guests: Karen Griffin and Pat Manack.

Tammy Schofield, Chair, called the meeting to order at 10:40 am

Approval of the Minutes for the December meeting was postponed until the February Cluster meeting.

Program Review – Karen Griffin

The program review instrument will be answered campus-by-campus by the end of January. Pat Manack will talk with the library technicians at each campus this month and will compile their responses.

Vic Harke will distribute an electronic version of the student and faculty surveys that will be administered on each campus during the spring term.

District Library Technical Services Update – Pat Manack

Pat Manack distributed budget reports and agreed to ask Ebsco if it would be possible to give us a report indicating which print journals we subscribe to are also available in electronic format. This report would be done for each campus.

She indicated that IT has been requested to send registration records immediately and at the end of add/drop to LINCC, so student records could be accessed through the LINCC system.

Committee Reports

Information Literacy-- Jacquelyn reported that work continues on the plan and policy.

Electronic Resources Committee (ERC) – Alicia reminded us to please review her e-mail listing and annotating the databases that would be available on FirstSearch if we agreed to purchase them.

Tammy noted that the CCLA Portal committee that she is on plans to meet to discuss which databases would be provided through CCLA/LINCC. The process is in even more in flux this year because of the imminent migration to ExLibris, the new library management system. It has always been difficult for the ERC to select databases without knowing what will be in our base package from CCLA.

Although it seems a “no brainer” to add the electronic version of a journal print subscription (particularly if it is free), there are issues, e.g. as all four campuses share one IP address, each of the campuses must agree to subscribe to the journal; will the vendor allow remote access; will the vendor allow a link from the LINCC gateway, etc. The committee will look at each journal on an individual basis.

Round Table

Wendy Foley is now a member of the Assessment sub-committee of the General Education committee. She noted that the Chair of the Assessment sub-committee has requested each Cluster to send in three or four student-learning objectives pertaining to our Cluster. She volunteered to put together a draft of Cluster objectives for Cluster approval, which would be based on the ACRL Information Literacy objectives.

Wendy represented the HCC Library cluster at the Adjunct Faculty orientation on Saturday, Dec. 4, 2002, as part of a panel presentation.

Karen Griffin requested that Pat Manack and Wendy Foley turn in course objectives. She also noted that Darson Bullard would forward to her a memo to update us on the copier contract. The unanimous opinion was that the Library copiers were on their last legs. These copiers are the sole copiers available to students on most campuses.

Karen also requested that our cooperation in completing the Navigator survey which has been distributed for completion on a random basis throughout the College.

A discussion of the student ID machine followed. Several libraries are responsible for issuing ID cards. The machines are elderly and often "down". There is no expiration date noted on the card. The new registration procedure does not give proof of registration for those libraries that issue ID cards. If a student cannot be found in the database, it is difficult and time consuming to determine if they are truly registered.

Tammy Schofield noted that Plant City would be hiring a part-time librarian since Kim Nolting, Asst. to the Dean, has resigned.

The next meeting is January 17, 2003 at the Dale Mabry Library, Room 317, at 1:00 p.m.

Adjournment

The meeting was adjourned at 11:40 a.m.

Respectfully submitted,

Wendy Foley, Secretary