

Library Cluster Meeting Minutes
Friday, October 24, 2008
Brandon Campus

Members Attending: Jeremy Bullian, Jacquelyn Cress, Alicia Ellison, Vic Harke, Kristin Heathcock (chair), Jeneice Sorrentino.

The meeting was called to order at 1:45pm.

Approval of Agenda:

Jeremy moved to approve the agenda. Wendy seconded. Motion carried.

Employee Excellence Awards (Kristin):

Kristin congratulated Jeneice for her award as excellent faculty member, and Michelle Monteleon (LRC Coordinator-PC) for her award as excellent supervisor. HCC libraries are well represented by these two individuals. Jeneice remarked that this is a nice reflection on how pervasive the libraries' presence is in the college community. Vic added that we continue to receive high marks in customer surveys.

Student Services/College Source (Jeremy):

This is now a moot issue, because the student services staff member who approached us is no longer with the college. This person had contacted Jeremy, asking the cluster to consider sharing costs for the TES transcript add-on module to the College Source database. This module is of benefit to student services only and has nothing to do with library research. *

Jeremy segued into his e-resources committee report. The CCLA group pricing survey came back for round-two. Colleges are asked to commit to their database selections so that CCLA knows for which products to seek group pricing. Based on prior input from the entire cluster, the committee weeded down the list of selections to these products: **Music Online: Listening Enhanced** (Alexander Street Press); **Hospitality and Tourism Complete** (EBSCO); **Small Business and Company Resource Center** (Gale); and **Communication and Mass Media Complete** (EBSCO). The committee voted to drop **MLA International Bibliography** (Gale).

We could still see a fluctuation in the prices upon which we based our commitments – all depends on whether colleges that initially stated their interest will drop out or others drop in. Another imponderable is we don't know if the college will ultimately fund everything we're requesting.

* Because student services uses College Source database extensively (much more than do library users), we are asking district academic affairs (through Karen Griffin) to find funding for this resource other than through distance learning, which funds our databases. This would free up more monies for library databases.

Library Cluster Meeting Minutes
Friday, October 24, 2008
Brandon Campus

CCLA Webcast, 2:00 - 4:00

CCLA's Margaret Murphree conducted a webcast just for the Cluster, updating us on Primo and other developments. Margaret addressed our assembled questions that we had submitted to her before today. The cluster very much appreciated Margaret's obvious efforts on our behalf. CCLA staff will provide minutes from the webcast.

Reserve Textbooks (Jeneice):

The issue of deterring students from removing reserve textbooks from the library was discussed. Cluster members stated that they occasionally experience this problem as well as defacement of reserve books. Consensus was that the problem is not widespread enough to warrant a district-wide proposal. Campus-specific procedures are recommended to deal with this as needed.

Approval of Minutes:

Minutes from the September 26 meeting were approved as read.

Committee Reports:

- *Robert's Rules of Order and the Electronic Approval of Minutes (Jacquelyn).*
Jacquelyn reported that the latest edition of Robert's Rules is the 10th, which came out in 2000.
Neither this book, nor the Robert's Rules web site, addresses the issue of electronic approval of meeting minutes. (See [9/26/08 minutes](#), page 1, item: **Electronic Approval of Cluster Minutes**). Vic moved to institute online approval of minutes. Wendy seconded. Motion carried.

- *Information Literacy (Jacquelyn).* Jacquelyn is reviewing LibGuides created by HCC librarians, and LibGuides tutorials. She complimented the quality of the posted guides.

Roundtable:

Jeneice reported that Ybor Campus Library staff are contributing to Hispanic Heritage Month events, creating displays and staffing tables, and that the library served as the venue for the Spanish poetry recital and the Salvador Dali program.

Alicia attended the Oktoberfest dinner prepared and hosted by the hospitality program at Dale Mabry Campus. Students did a great job and the dinner was delicious.

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Wendy announced that a Gale representative will be at Brandon Campus Library on Tuesday to demonstrate *Gale Literature Criticism Online* and any other Gale databases.

Vic announced that Christa Fowler's last day as an adjunct will be tomorrow. Christa accepted a position with USF-Sarasota Library.

Kristin expressed her pleasure at being back from maternity leave. Her family is doing well.

Adjournment:

Alicia moved to adjourn. Jeneice seconded. Meeting adjourned at 4:28pm.

Prepared By: Alicia Ellison, Librarian –YB