

Library Cluster Meeting Minutes

October 25, 2002
Dale Mabry Campus Library

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

Guests: Karen Griffin, Helen Dayan, Elaine Roegge (Gale Representative) and Pat Manack.

Tammy Schofield, Chair, called the meeting to order at 3:10 pm. (Elaine Roegge, Gale Representative demonstrated searching techniques in the Library's subscription Gale databases from 1:00 p.m. to 3:00 p.m.)

The Minutes for the meeting of September 20, 2002 were approved as read.

Program Review – Karen Griffin, Helen Dayan

The program review instrument will be answered campus-by-campus. Pat Manack volunteered to facilitate responses from the library technicians at each campus. The librarians at each campus will cooperate to complete one librarians' response per campus. The completed instruments are due by the end of fall term. The final program review report will be compiled from all of these responses.

Vic Harke accepted Karen Griffin's request to facilitate the student and faculty surveys.

Karen recommended that each campus facilitate a student focus group and that a standard list of questions be asked of each group.

She also recommended that we begin to think of which college libraries we might like to visit. Some FSPD money may be available for this purpose. Suggestions were Valencia, St. Petersburg College and Manatee Community College.

Jeremy Bullian moved, and Jeneice Sorrentino seconded, the proposal to accept the Library Program Review as revised by the Cluster. Approval was unanimous.

Statistics—tabled due to Gale workshop

District Library Technical Services Update – Pat Manack

Pat Manack reported on the Patriot Act workshop that she attended. The workshop recommends that we come up with a College-wide procedure, however the FBI agent doing the presentation said that rather than trying to find out which items someone has checked out, they are more interested in discovering whom they were contacting via e-mail.

Committee Reports

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

Electronic Resources Committee – Alicia is working on discovering what databases we might add or subtract in FirstSearch. She has had a great deal of difficulty in obtaining requested information from OCLC. She was given a cost of \$4560/year to add MLA Bibliography to the FirstSearch databases—however she had requested pricing for half a year.

At some point, the e-book setting changed on our screens from “check out” to “browse”. The browse feature only allows books to be read for 15-minutes. It also allows more than one user to access the title at a time. After discussion, Alicia Ellison moved and Jeremy Bullian seconded the motion that Alicia should request return of the check out feature, and that the check out time period should be three-hours. The motion was approved unanimously.

Acceptable Use Policy

Jacqueline Cress requested clarification of procedures used at each Library when students complain about “unacceptable use” of the Internet by other students. Suggestions were discussed.

Round Table

Wendy Foley is now a member of Academic Affairs Committee, replacing Sybil Patterson, as Brandon’s At-Large representative.

IT3 –

Jeremy announced that he would design the curriculum for Information Literacy Faculty workshops. He mentioned that IT3 would be looking for workshop presenters. The presentation fee is \$500. IT3 workshops are geared for faculty, from K-12 through community college.

Grant Workshop – Jeneice Sorrentino and Jeremy Bullian attended the weeklong grant workshop at Ybor.

Jeneice Sorrentino – announced that she had just been given Tenure. Vic mentioned that Jeneice’s Portfolio was outstanding.

Helen Dayan – recommended that the Cluster better promote the College Libraries. She also recommended that the Cluster propose a revision of evaluation categories of Library faculty. The categories now are geared strictly to Library orientations.

Copier Contract – What is the status of the photocopier contract? Many of the Library machines are reaching the end of their useful life and are the only copiers available to students on campus.

Adjournment

The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Wendy Foley, Secretary