

Library Cluster Meeting Minutes
Friday, February 24, 2006
Plant City Campus

Attending: Wendy Foley, Jeneice Sorrentino, Jeremy Bullian, Vic Harke, Jacquelyn Cress, Alicia Ellison, Dan Hood, Karen Griffin, Chad Hyatt, and Stephen Gorham.

The meeting was called to order @ 2:04 p.m.

Approval of January 5th Meeting Minutes:

The January 5 minutes were approved as read.

Access Policy/Campus Smart Room & AV Support: (Chad Hyatt & Stephen Gorham)

As a member of the 21st Century Classroom Committee, Chad Hyatt informed the group of the committee's goals as they relate to the libraries. Specifically, he expressed interest in working with the libraries' audio visual staff to create classroom technology support. He would like input from the libraries on how to create a technology support system on each campus.

Mr. Hyatt also discussed OIT's (Office of Information Technology's) plans to deal with inappropriate use of publicly accessible HCC computers. He informed the group of OIT's plans to require all users to login to public computers. Discussion ensued about how much technology access HCC is required to provide to non-HCC-affiliates. It was agreed that some clarification is needed concerning HCC's responsibilities to the community user. The college attorney will be consulted for a detailed explanation.

Mr. Gorham informed the group of OIT's plans for creating network accounts for every user of OIT resources (users will be assigned to groups with preset privileges). Group policies will allow OIT to control exactly what each user *can* and *cannot* do on each machine. These network accounts will likely alleviate many of the inappropriate use issues with public computers at HCC.

Administrative Update: (Karen)

Karen noted some other Florida community colleges' plans of using non-librarians (ie. sans M.L.I.S. degrees) to staff library information desks. She also noted a white paper from the LRSC opposing CCLA's choosing of the community colleges' database subscriptions. Discussion ensued about HCC's under representation on CCLA committees. It was generally agreed that the community college librarians should ultimately be responsible for choosing databases.

Online Orientation Feedback Form: (Vic & Jeremy)

Vic and Jeremy collaborated to create an online feedback form to evaluate students' perceptions of library orientations. After Jeremy distributed copies of this survey, he offered to link it from the libraries' webpages should the librarians wish to use it.

Library Satisfaction Survey: (Jeremy)

The 2006 library user satisfaction survey will be available in online and paper formats this year. Last year it was agreed to add a question to the survey assessing information literacy services and library handouts. Jeneice and Vic will work on adding such a question to the 2006 survey. The librarians will distribute the survey during the week of March 27th.

Committee Reports**Academic Affairs: (Karen)**

The Academic Affairs Committee will be selecting an academic affairs chair in April and representatives for Ybor City and Plant City Campuses are available.

Information Literacy: (Dan & Jackie)

Jackie and Dan detailed their January 31st meeting at IT3. Jeremy and Celeste Fenton also attended this meeting. Celeste demonstrated the Tegrity software's capabilities, but it was decided that the online information literacy tutorials could be created most easily with Macromedia's Captivate software. The software has been purchased, and a hands-on Captivate training session for librarians is planned for early March.

Roundtable: (All)

Jeneice noted two Ybor City Library's staff members' attendance at the ALA mid-winter conference. They were pleasantly surprised to learn that many of the practices covered during a pre-conference meeting were already being implemented at HCC.

Jeremy noted the QEP Steering Committee's creation of a curriculum map to plan the selection of gateway courses. He will send an email next week detailing the map and asking for input from the librarians.

Alicia moved to adjourn. Jeneice Seconded.
The meeting adjourned at 4:28 p.m.

Respectfully submitted,
Dan Hood