

Library Cluster Meeting Minutes
Friday, March 31, 2006
Brandon Campus

Attending: Alicia Ellison, Jeremy Bullian, Jacquelyn Cress, Wendy Foley, Vic Harke, Dan Hood, Karen Griffin, Viveca Yoshikawa and Jeneice Sorrentino.

The meeting was called to order at 1:30 p.m.

Approval of February 24 Meeting Minutes:

Pending two minor corrections the February 24 minutes were approved.

Administrative Update: (Karen)

In the interests of the physical holdings of the HCC libraries, Karen noted an LRSC report made to the Council of Instructional Technologies concerning air temperature maintenance in libraries. The report recommended operating air conditioning constantly to maintain consistent temperatures in libraries. Maintaining consistent temperatures in the HCC libraries should alleviate mold and deterioration issues in the future.

Karen reminded everyone of the upcoming ALEPH training sessions. DLTS and Karen are looking into changing some budgeting matters in response to the shifting, multifaceted role DLTS characterizes in the HCC libraries' structure. Everyone agreed that there should be future DLTS representation at the library cluster meetings.

Overdue Fees: (Vic)

Vic expressed his concern over the numerous overdue items at the Dale Mabry campus library. It seems students know that there are no penalties for overdue materials and are abusing the lack of an enforced rule. Discussion ensued about the efficacy of implementing and enforcing an overdue rule. It was determined that the project would require too much man power to be effective because the ALEPH and Datatel systems do not currently communicate.

Pay for printing was also discussed. All libraries have seen significant increases in paper and toner expenditures due to an increase in printing from library computers. Specifically, Dan and Vic noted very high print traffic. Monitoring printing and manually collecting money before the print job is released was mentioned, but it would require too much man power to be feasible for all the libraries. The topic was dropped until OIT implements its active directory service and student log-on's for library computers. These two services will allow monitoring/control of all network printing.

iPods: (Viveca)

Viveca discussed how the libraries could utilize iPod technology. She distributed a handout with some insightful ideas ranging from checking out "preloaded" iPods to creating iPod download-specific computers in the libraries. She also distributed new iPods to the librarians who did not yet possess them.

Online Orientation Feedback Form: (Vic & Jeremy)

Vic and Jeremy have been working on an online feedback form to administer immediately after a library orientation. The feedback form could work well at the Dale Mabry library because the students are sitting in front of computers at the end of the sessions. The form's

effectiveness at the other campuses is uncertain because the student would be required to remember to take the survey at a latter time.

Some of the online 2005-2006 library satisfaction surveys are not being received by the librarians via email. Jeremy has removed the link from the libraries' websites until OIT can resolve an issue with the HCC Exchange server.

Local Chat Service: (Jeremy)

Jeremy noted the state-wide Ask-A-Librarian service's ability to create a local platform. This local chat service would only be accessible to HCC students, faculty and staff when an HCC librarian staffs the virtual desk. There was a general consensus to add this type of service assuming there will be no set schedule for virtual desk coverage. Staffing will be completely voluntary. Jeremy will set up the local chat service and inform the group when it's ready for testing.

Committee Reports:

Information Literacy: (Jackie & Dan)

At the last Information Literacy subcommittee meeting the members decided to divide up the work of creating tutorials. The tutorials will be created as follows:

Jackie – Literature Resource Center.

Wendy – “Hot Topic Databases” (Opposing Viewpoints and Issues and Controversies).

Jeremy – Academic Search Premier.

Dan – LINCC Library Catalog.

Alicia suggested linking to other resources relating to topics covered in specific databases within the tutorials.

Roundtable:

Jeneice noted a need for the I.D. centers to have students verify their identity before issuing an HCC OneCard.

The librarians agreed to forward future technical services-related emails to the Assistants to the Dean and LRC coordinators.

Alicia informed the group of a wording change applied to librarians' educational requirements set forth by the Faculty Credentials Committee.

Jeneice and Alicia will attend the Florida Library Association's annual conference and exhibition in late April.

Alicia moved to adjourn. Dan seconded.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Dan Hood