

Library Cluster Meeting Minutes
Thursday, April 10, 2008
Dale Mabry Campus

Attending: Jacquelyn Cress, Wendy Foley, Alicia Ellison, Jeneice Sorrentino, Jeremy, Bullian, Karen Griffin, Jackie del Val, Kristin Heathcock, Vic Harke (chair)

The meeting was called to order at 3:40 p.m.

Approval of Agenda :

A motion was made by Jeremy and seconded by Wendy to approve the agenda as written. The motion passed unanimously.

Approval of Minutes :

A motion was made by Jeneice and seconded by Jeremy to approve the minutes. The motion passed unanimously.

Administrative Update : (Karen Griffin)

Karen asked librarians to revisit Questia again at the request of Dr. Stephenson.

Karen is working with Craig Johnson on the book budget for the South Shore Campus Library.

Asked librarians to review and provide feedback for potential cuts to book budget. Potential scenarios will be sent to librarians by Jackie del Val.

DLTS Update : (Jackie del Val)

Book ordering is going well. The orders that have already been placed by technicians will most likely take up any remaining funds in the book budget.

Jackie was appointed to the CCLA Technical Services Committee.

Ask-A-Librarian Schedule : (Alicia Ellison)

Librarians will need to staff the AAL desk on Thursdays 1:00-2:00 for summer **only**.

Librarians staffing summer I are: Kristin (thru May 30), Jeneice, Jeremy. Jeneice will coordinate summer I coverage.

Librarians staffing summer II are: Alicia, Carlene. Alicia will coordinate summer II coverage. Due to shortage in staffing during summer II, all of the summer may not get covered, Alicia will relay this information to AAL.

Jacquelyn has not found out her summer status yet. Wendy and Vic will not be working during the summer.

Electronic Card Applications (summation) : (Jeneice Sorrentino)

Jeneice motioned and Jeremy seconded to update the library operation manual to state that libraries will honor electronic library card applications from all students. This motion was unanimously approved.

Questia revisited : (All)

Vic distributed a review article of Questia from School Library Journal. He also posted a question about Questia on LINCCForum. The question has only gotten two responses, neither positive.

The cluster feels that the resources we currently have available meet the needs of our students and faculty. Karen will report the cluster response to Craig Johnson.

Computer printing : (All)

Computer printing issues will not be resolved without a unified college commitment.

South Shore Update : (Wendy Foley & Jeremy Bullian)

The library at South Shore will be a 4000 sq.ft. facility with 2.5 staff, including a LRC Coordinator. There will be no librarian at the present time.

Drs. Witt and Keith have proposed that Jeremy and Wendy receive a supplemental contract to select an opening day collection for SouthShore. They asked Jeremy and Wendy to propose budget figures for opening day start up costs. After doing quite a bit of research, Jeremy and Wendy suggested that approximately 1440 books would half fill the bookshelves. They also included security gates, sensitizer/desensitizer, light pen and security strips in the opening day start-up costs.

Questions that need to be addressed include: Who is going to select new books? Where is the money for new/additional items for maintaining the collection coming from? Who is approved to do library orientations? Does it have to be a librarian or can it be a LRC coordinator?

Minutes to adjuncts : (Vic Harke)

Vic suggested and cluster agreed that adjunct librarians can better be kept in the loop if they receive cluster meeting minutes from the cluster secretary.

It was also recommended that LRC Coordinators receive the minutes.

Library Surveys : (Vic Harke)

Karen and Vic will work to see if Liza Stewart can get the library survey in an electronic format that will be emailed to the students via HawkMail.

Committee Reports:

Database Committee : (Jeremy Bullian)

The database committee has recommended changes to the “multidatabase search”. Handout with suggested changes was distributed. Jeneice motioned and Alicia seconded to approve the suggested changes. This motion was unanimously approved.

Information Literacy Committee : (Jacquelyn Cress)

The committee has been working on the various tutorials as discussed previously. Wendy has completed hers. Kristin expects hers to be done by May 15th. Jacquelyn’s is in the writing stage.

The information literacy plan needs to be revised. Jacquelyn will work with committee to determine the timetable for the revisions.

Election of officers : (All)

Officers for the 2008-2009 term will be:

Chair : Kristin

Vice-Chair : Jeneice

Secretary : Alicia

Roundtable:

Wendy reported that she will not be working this summer.

Jacquelyn reported on her attendance at the Teaching Honors Classes workshop

Jeneice reported that the Ybor library had a table at the International Festival.

Alicia thanked Karen for mentioning the library at the in-service lunch.

Kristin reported that Plant City was without printing capabilities for a while, but now have one functioning printer.

Jackie dV reported that the CCLA inventory module will be up soon. She requested that LRC Coordinators check dates for training.

Meeting adjourned at 4:50 p.m.