

Library Cluster Meeting Minutes  
Friday, April 17, 2009  
Dale Mabry Campus

**Members Attending:** Jeremy Bullian, Jacquelyn Cress, Wendy Foley, Vic Harke, Kristin Heathcock (Chair), Jeneice Sorrentino

**Guests Attending:** Jackie del Val, Karen Griffin, Chad Hyatt

The meeting was called to order at 1:40 p.m.

**Approval of Agenda:** Approved by tacit consent.

**EZ Proxy (Chad Hyatt):**

Chad reported that IT is working to provide students with a single point of access to all HCC resources. This would allow students to seamlessly access library databases once authenticated into Campus Cruiser. The databases would be set up to provide access to a range of IP addresses. When used in conjunction with EZProxy, once a student logs into Campus Cruiser and selects this menu choice, EZProxy would spoof the IP address to that of an on-campus address enabling students to access the databases from anywhere. While this has implications for distance learning students, all students would benefit. Chad referenced the list of EZProxy databases that had been distributed to Cluster members by Karen Griffin on February 9.

Questions concerning CCLA's compatibility with EZProzy and how the databases would appear in Campus Cruiser were discussed. Jeremy will contact CCLA to discuss the compatibility issue. In response to a separate question, Chad reported that work is progressing on student login to campus computers.

**Administrative Update (Karen Griffin):**

Karen reported that the candidate for the temporary position in DLTS had declined the offer. Now that two openings exist in the department, Karen plans to request that one regular full-time position be filled and that part-time staff fill other needs. She urged librarians to be patient during this time of reduced staffing.

Karen has drafted a SWOT analysis of the libraries which will be distributed next week as a starting point for the master plan. The master plan can become the foundation of next year's program review. Karen asked for a volunteer to head up the program review.

Karen thanked those who offered one-card feedback and praised Barbara DeVries for including libraries in the considerations. She said that Jackie D., Viveca and Jeneice will participate in a meeting that Barbara will schedule to discuss specific library needs.

**DLTS Update (Jackie del Val):**

Jackie reported that the book budget had been spent. Staff vacancies may cause some delay in processing items. Jackie has researched the ordering and processing of e-books. CCLA can do a batch load or colleges can process their own. The book budget for next year has not yet been determined.

**Community Borrower Cards (Kristin):**

Kristin asked what other campuses are using as borrower ID numbers on library cards for community borrowers. It was determined there are sufficient 14-digit patron barcodes for the foreseeable future. Devising an alphanumeric code was another idea offered.

**Electronic Library Cards – Summer (Jeremy):**

Jeremy asked how electronic cards would be handled during the summer. Kristin said she would ask Carlene Reeves to monitor them daily to ensure they are handled during the time the full-time librarians are working modified schedules or are off duty.

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**Statistics Categories (Jeremy):**

Jeremy asked whether LibGuides statistics should be incorporated into the monthly statistics. The consensus was that they should be incorporated. Wendy requested that Viveca send the District statistics to the campus libraries on a monthly basis. Karen Griffin said that she would forward the request to Viveca.

**Cluster Elections:**

Officers for the 2009-2010 academic year will be:

Chair: Jacquelyn Cress  
Vice-chair: Jeneice Sorrentino  
Secretary: Jeremy Bullian

Vic offered to continue as the Academic Chair representative and Jacquelyn agreed to serve as the alternate. Wendy volunteered to serve as the backup in case neither Vic nor Jacquelyn can attend.

**Committee Reports:**

- **Webpage (Jeremy):** Jeremy is getting help from PDWS to move the library's website into Novus. He hopes to have this done by fall.
- **Information Literacy:** Jacquelyn plans to revise the Information Literacy Plan this summer.

**Roundtable:**

- **Wendy:** Wendy inquired about the temperature in the libraries. Wendy also reported that the virtual part of the ACRL Conference she attended has some papers that are quite good but the files are too long to e-mail. She will send the names of the conferences to the cluster and burn a CD for anyone who wants a copy of a paper. She said the paper about eBooks--Conflict and Consensus might be of special interest. Wendy mentioned that she and Jeremy had an informative session with a Gale representative. Highlighted were the Power Search feature allowing all Gale databases to be searched at once, and the superior comprehensiveness of their Academic One File database.
- **Jeneice:** The Ybor City Campus Library hosted a successful "Meet the Author" reception for two Ybor faculty on the publication of Tampa on My Mind. The library hosted a table at the International Festival on April 8. "Poem in Your Pocket" day will be celebrated in the library on April 30. Reiko Steelman has been selected to fill the part-time Learning Resources Technician position effective April 23.
- **Vic:** Vic praised Jody Ward, Learning Resources Coordinator, for hiring an excellent group of student workers. He said Jody is an asset and he is happy she is at the Dale Mabry Library and growing in her position.
- **Kristin:** Kristin reported that she has been weeding the collection.

**Adjournment:**

Jeremy moved to adjourn. Wendy seconded. Meeting adjourned at 4:00 p.m.

Prepared by: Jeneice Sorrentino