

**Library Cluster Minutes**  
**Ybor Campus Library**  
**April 21, 2003**

Attending: Jeremy Bullian, Jacquelyn Cress, Alicia Ellison, Vic Harke, Tammy Schofield, Chair and Jeneice Sorrentino

Guests: Karen Griffin and Pat Manack

Excused: Wendy Foley

The meeting was called to order at 1:06 p.m.

The Minutes from the March 21, 2003 meeting were approved.

Tammy announced that the 2003-2004 Cluster Chair would be Jacquelyn Cress.

**Administrative Update - Karen Griffin:**

Karen will follow up on the Acceptable Use policy with John Huerta's Internet Committee.

She distributed the Cluster's 1995 Mission, District Goals and Objectives statement and recommended that the Cluster update them. The Cluster will take this up in Fall 2003.

After discussion, library surveys were turned into Karen Griffin.

**DLTS Update – Pat Manack:**

Pat reported that all campuses now agree to have one barcode on a book with a CD.

Pat requested that any changes to the Ebsco Periodicals subscriptions list be returned to her before the end of spring term.

Conversion of on-the-fly items is progressing. DLTS staff is helping campuses to complete this. After this semester, Pat will delete all remaining on-the-fly records.

She will attend the Florida Library Association Annual Conference.

Pat requested the summer schedule for all librarians. They are as follows:

**Brandon** – Jeremy Bullian: May 12-June 23  
Wendy Foley: June 24-Aug. 4  
Library Hours: M-Th 8:00-8:00

**Dale Mabry** – Jackie Cress: May 12 – June 24  
Vic Harke: June 25 – Aug. 15  
Jackie and Vic will work Monday – Thursdays; however the Library will have some Friday hours (to be determined)

**Plant City** - Tammy Schofield will be off April 28 through August 21  
Carlene Reeves will work 29-hours/week.  
Summer hours are to be determined

**Ybor** - Jeneice Sorrentino: May 12-June 23 (18-hours/week)  
Alicia Ellison: June 23-Aug. 4 (18-hours/week)  
Library Hours: M-Th 8:00-7:00; Fri 8:00-4:30

**Statistics: Alicia Ellison**

After discussion, Cluster consensus was to table the issue until after the implementation of the new Aleph software.

**Committee Reports:**

**Electronic Resources Committee – Alicia Ellison**

At this time, the budget is very uncertain. Database expenditures have typically been about one-third of the total LRC budget. After discussion, Tammy suggested that we keep Nursing Journals and eliminate the Health and Wellness Resource Center. Vic suggested that perhaps Dale Mabry could make up the difference if we were able to keep the Health and Wellness Resource Center. Dale Mabry and Plant City are the two campuses with nursing programs. Jeremy reported that he is investigating the possibility of obtaining, from SOLINET a more customized (and less expensive) FirstSearch. He recommended, and the Cluster agreed, that priority databases within FirstSearch should be: Wilson Select Plus, MLA, Books in Print, World Cat, CINHALL and ERIC.

The Committee recommended that we wait for fall to make a decision to purchase Opposing Viewpoints. A clearer decision could be reached when we know what the State and College will fund.

Although the subscription databases are vital to all students at HCC, the Cluster is aware that for Distance Learning students, this is their major way of accessing College resources. Without the database package, more and more students will continue to find inappropriate references on the Internet.

Because the college and CCLA budget situation will likely remain uncertain after the end of the Spring term, Jeremy has agreed to monitor the funding situation.

He will make final decisions on database acquisitions, with the consensus of any librarians who are working during Summer I. DLTS will assist him in processing paperwork.

### **Virtual Reference Service:**

The original agreement with CCLA was that we would contribute nine hours per week to this academic library service. Since then, the service became funded by a grant from TBLC and was expanded to include public libraries. In addition, for instance, Polk Community College is contributing only two hours per week. In the meantime, the number of librarian contract days has decreased to 158.

After discussion, the Cluster decided to reduce the number of hours donated to four per week, beginning in fall, for the pilot project only. Karen Griffin will talk with Lucy Harrison at CCLA.

CCLA is organizing a statewide meeting in Tampa in June. Karen recommends that all go who are able.

### **General Education Assessment: Wendy Foley**

Tabled due to Wendy's absence.

### **Academic Affairs: Vic Harke**

Vic reported on the new courses/programs that have been added or changed.

Ed Mitchell has been elected Chair of Academic Affairs for 2003-2004; Dolores Wells (Pusins) has been elected At-Large Representative from the Dale Mabry Campus and Joey Naftel, At-Large Representative from the Plant City Campus.

### **Information Literacy -- Jacquelyn Cress**

While recently attending the Association of College & Research Libraries (ACRL) Conference in Charlotte, N.C., Jackie spent considerable time with the librarians who presented a workshop named, "*Creating A Comprehensive Plan for Information Literacy*." Though the workshop was "closed" to many librarians who wished to attend, Jackie reported that the workshop presenters allowed her to spend an hour during a long break looking at a copy of their institution's Information Literacy Plan. The presenters have also emailed Jackie a copy of the *Workbook* used to conduct the workshop. Jackie will use the *Workbook* as a guide to complete the HCC Information Literacy Plan.

**Roundtable:**

**Brandon:** Wendy attended the ACRL Conference in Charlotte, NC and will send her written report via campus mail. Jeremy will probably attend ALA in Toronto.

Dale Mabry: **Dale Mabry:** Jackie shared information via handouts about two of the workshops she attended recently at the ACRL Conference: a) *Teaching Portfolios for Librarians*; and b) *Evaluating Electronic Database Collections*.

**Plant City:** Tammy thanked Jeremy for being willing to be the Electronic Databases contact with DLTS this summer.

**Ybor:** Alicia thanked Tammy for being an excellent Chair this past year.

Jeneice reported that the Collection Assessment project is moving forward but it will be fall before the final review can be made. She stated that the Focus Group did a great job.

Ybor had a successful "Meet an Author" reception for campus authors during National Library Week.

The meeting adjourned at 2:50 P.M.

Respectfully submitted,

Wendy Foley