

**Library Cluster Meeting Agenda
Ybor City Campus
April 28th, 2006**

The meeting was called to order at 1:56 p.m.

Approval of March 31 Meeting Minutes:
The March 31 minutes were approved as read.

Administrative Update/HCC Periodicals Collection: (Karen)

Karen met with Director of Purchasing, Vonda Melchior to attempt to resolve some issues with the lack of procurement cards with the goal of getting DLTS a card to simplify ordering of library materials. She attempted to express the difficulties of purchasing.

Stemming from recommendations from the 21st Century Classroom Committee, OIT will provide approximately 115 new student computers for the libraries.

Karen is working with Dr. Carley to attempt to find a way to cover the increasing serials costs. Serials continue to increase ten percent per year. Each campus library has agreed to cut some serial titles to help minimize the serials expenditures for the next fiscal year. She is working on an official budget proposal and will share it electronically soon.

Karen recommended Dr. Carley place a librarian on any committee that deals with filtering on publicly accessible computers at HCC.

DLTS update: (Jackie del Val)

Everyone welcomed Jackie to her first library cluster meeting. DLTS representation will be requested at all future library cluster meetings. Jackie reported book budgets updates for each of the four campus libraries.

There will be an ALEPH Version 17 serials training at the Dale Mabry Campus on June 21st and an overflow training session on June 22nd. Jackie asked everyone to be consistent in entering item prices when ordering items in ALEPH. She is also considering in-house training sessions based on technicians' input after version 17 is implemented.

Jackie is also working on weeding the ebooks that remain in the OPAC to which we no longer have access.

Access Policy Follow-up: (All)

Jeremy distributed Chad Hyatt's Library Community Patron Access draft document. The effectiveness of the processes detailed in this document could be greatly simplified if community patrons are required to get an HCC library-issued library card and O.I.T's implementation of patron log-on for public computers is successful. Though FERPA does not apply to community patrons, there was agreement that it is probably ill-advised to physically hold community patrons' state-issued I.D. cards. Discussion ensued about this

and the public computer filtering issue. Consensus determined that these are not solely O.I.T.'s responsibilities; they are academic issues that need to be resolved with input from multiple college departments, especially librarians.

The cluster unanimously voted to approve the Inappropriate Use Committee Draft Report Document produced by the Inappropriate Use Committee. This document describes actions to be taken by librarians in the case of a complaint of pornography viewing in the library.

A subcommittee will be formed to devise a policy describing the process of creating community patron records and allowing them access to public computers. Jeremy will send an email next week to determine the committee's members and course of action.

Karen will advise the Academic Affairs committee of the cluster's need to have representation on any committee dealing with internet filtering on public computers.

Revisions to Collection Assessment Statement and Plan: (Jeneice)

Jeneice modified Collection Assessment Statement and Plan to reflect changes in ALEPH reports availability and changes in ACRL standards for academic libraries. Karen will check the statewide program review calendar to compare it to collection assessment procedures.

Wendy moved to accept pending further modifications the Library Collection Assessment Statement and Plan. Vic seconded. The Revisions to Collection Assessment Statement and Plan were unanimously accepted.

Ask-A-Librarian Summer Schedule: (All)

Summer One:

JS - 5/11
JS - 5/18
WF - 5/25
WF - 6/1
JC - 6/8
JC - 6/15
JC - 6/22

Summer Two:

JB - 6/29
VH - 7/6
JB - 7/13
VH - 7/20
AE - 7/27
JB - 8/3
AE - 8/10

Cluster Chair Nominations: (All)

Jeneice nominated Wendy for cluster chair, and Jackie seconded. Wendy was elected by a unanimous vote.

Roundtable:

Wendy noted the ongoing search for a replacement for Jackie at the Brandon campus library. Low compensation is contributing to the lengthy search.

Jeneice reported on her experience attending the Florida Library Association conference. She noted interesting workshops dealing with legacy collections and online collections. She also distributed some handouts from the CCLA user group meeting.

Jeneice moved to end, and Jackie seconded.
The meeting adjourned at 3:46 p.m.

Respectfully submitted,
Dan Hood