

**Library Cluster Minutes  
Ybor City Campus  
September 26, 2003**

Attending: Jacquelyn Cress, Chair; Jeremy Bullian, Alicia Ellison, Wendy Foley, Vic Harke, Carlene Reeves and Jeneice Sorrentino

Visiting: Adrienne Garcia, Karen Griffin, and Pat Manack

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

The Minutes from the previous meeting were approved as read.

**Library Book Fund: Adrienne Garcia**

Adrienne Garcia, of the HCC Foundation, introduced herself and explained the history and function of the Foundation at the college.

She proposed to the Library Cluster the idea of starting a Library Book Fund through the HCC Foundation. Individuals wishing to contribute gifts to the college through the Foundation could select to have the funds put aside to be used by the HCC Libraries. Ms. Garcia suggested that these gifts could be given in honor of birthdays, anniversaries, retirement, etc. or as memorials of the deceased. Bookplates or some other form of recognition could be placed in materials purchased with the gifts to recognize the donor and the person for whom the gift was made.

Ms. Garcia also suggested that if the Library Cluster were open to the idea, the fund could possibly be included in the Foundation's December mailing.

Discussion by the Library Cluster members ensued. Jacquelyn Cress will contact Ms. Garcia to thank her and tell her that the members are interested in the program. Alicia Ellison will post a question to LINCCForum to get information about how other libraries handle gifts. Carlene Reeves will contact the Tampa Hillsborough Public Library to find out their gift procedure.

**Status of Library Program Review: Karen Griffin**

Karen Griffin stated that Administration responses for all campuses have been compiled. She will send out the report to the Deans by next week. She would like to have the review wrapped by the October or November Cluster meeting.

**Opposing Viewpoints Database: Alicia Ellison and Pat Manack**

Alicia Ellison stated that when the Library Cluster was prioritizing databases and doing trial runs of possible new products to purchase last year, there was much interest in the Gale product Opposing Viewpoints. She stated that, if the Library Cluster chose to, the database could be purchased for this year. Pat Manack reported that the deadline for purchase is October 31, 2003 and the purchase price would be \$5450.00. She also passed out a sheet explaining what courier and electronic library resources Dr. Stephenson had

already committed to for the FY 2003-2004. Each campus was given its Collection Development Budget for the FY 2003-2004 and what the budget would be if the Opposing Viewpoints database were purchased.

Alicia Ellison suggested postponing the purchase until next year and having the libraries use the products that have already been purchased.

Alicia Ellison moved to table the discussion and to notify the vendor that the Library Cluster would not be purchasing the database. Wendy Foley seconded the motion. The motion was unanimously approved.

#### **SOLINET Survey Questions: Pat Manack**

Pat Manack received a 12 page survey from SOLINET. She was able to complete most of the survey, but had questions about the meaning of some terms found in some of the questions. It was decided that Pat would email the Cluster members the questions she was unable to answer so that answers could be determined.

#### **Subcommittee Reports:**

##### **Collection Assessment:**

Jeneice Sorrentino distributed a draft copy of her Library Collection Assessment Statement and Plan 2003 and asked those present to look it over. Jeneice acknowledged Wendy Foley for her contribution in preparing Appendix J. Jeneice asked the Cluster to forward any suggestions for improvement to her by October 15, 2003. She would like to incorporate them and have the final draft ready for approval at the October 2003 Cluster Meeting.

##### **Electronic Resources:**

Jeremy Bullian had nothing to report at this time.

##### **Information Literacy:**

Jacquelyn Cress briefly discussed the incomplete draft of the HCC Information Literacy Program Implementation Plan emailed to committee members. It follows the plan of the original four phase proposal. The fourth part of the plan should be completed soon.

The Information Literacy Committee is working on a presentation for All College Day, October 24<sup>th</sup>, 2003. They met to begin preparing for session which will be practical and interactive. The committee plans to meet again on Friday, October 3, 2003 in Plant City.

Jacquelyn reported on the TBLC Special Interest Group Meeting held at the Dale Mabry Campus library on Friday, September 26<sup>th</sup>, 2003. A librarian from Manatee Community College and a librarian from USF shared their experiences from ACRL's Immersion workshop.

Vic Harke questioned Jacquelyn on what the committee hopes will be the end result of information literacy at HCC – course integrated or a “for credit” information literacy course. She stated that a “for credit course” would be ideal, but sees the implementation of information literacy to be more gradual with it be incorporated through capstone courses and collaboration with faculty.

**Mission Statement:**

The Mission Statement committee had nothing to report. Wendy Foley agreed to chair the committee.

Karen Griffin requested that the committee, in addition to rewriting the mission statement, also create goals to go along with it. She suggested looking at the library procedures and rules and updating those into brief policy statements.

**Web pages:**

Jeremy Bullian will email cluster members to request their input on the library web pages. The web pages were unavailable for several days in the beginning of summer due to their being asp files. With the College moving to Novus for web pages, Jeremy would like to consider converting the current pages into Novus. Wendy Foley requested a mock up page be created in Novus so that Cluster members could see what it will look like in that format.

**Round Table:**

**Wendy Foley** reported that the semester had been very busy at Brandon. Hung Tran is the new Library Resources Technician, replacing Kathy Leatham.

**Jeneice Sorrentino** reported that she has approximately 10 unused TBLC credits, so if anyone is interested in attending a TBLC program contact her. The Ybor City campus also has a new staff member.

**Vic Harke** reminded everyone that the CCLA Reference Transaction study would be starting on Monday, September 29, 2003.

**Karen Griffin** thanked everyone for signing up for the Aleph training sessions.

**Pat Manack** will be contacting everyone to verify that they have registered for the Aleph training sessions. She reported that CCLA is encouraging everyone to attend, including part time employees. Those without usernames and password should just follow the appropriate link on the registration web site.

**Carlene Reeves** reported that the full time Plant City librarian employment position has been advertised. She also reported on the condition of the library following the flood that occurred at the Plant City campus at the end of August.

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Carlene Reeves