

Library Cluster Meeting Minutes
Thursday, Apr. 15, 2010
Dale Mabry Campus
Spring Institute

Members Attending: Jacquelyn Cress (chair), Alicia Ellison, Wendy Foley, Vic Harke, Kristin Heathcock, Jeneice Sorrentino, Jeremy Bullian

Guests Attending: Dr. Karen Griffin, Jackie del Val, Steve Shields, Barbara DeVries, Linda Edwards

The meeting was called to order at 1:28. The April 15th meeting minutes were approved electronically and posted to the [Cluster website](#).

(Frequent abbreviations/acronyms: LRC - Learning Resource Center, DLTS - District Library Technical Services, CCLA - College Center for Library Automation, ALA - American Library Association)

Pay for Print (Alicia, Steve Shields, Barbara DeVries, Linda Edwards):

- Alicia asked the Pay for Print guests whether there would be a bypass solution for the libraries to intervene when technical problems result in patron loss of money.
- Steve Shields informed there would be a gift card in various denominations available in the Bookstores. This could be one solution. These cards would also be available for community users although this wouldn't be of help during hours the bookstores are closed.
- Jeneice asked if a charge back tally system could work. Steve indicated this would not be possible at this time. Funds would need to be available on a card.
- Kristin mentioned the copiers have a bypass key, could this be available for pay for print also? The Heartland system we will be using is a virtual pay system, versus having a release station. Because of this a bypass key can not work.
- Printing can also occur at the networked copiers (which have color). There is hope the Ricoh machines can identify misfeeds/jams and not charge the user's card.
- Another option is to have a "Library Print Card" funded by budget transfer.
- Training materials aren't available yet.
- The college is not putting monies toward new printers. Revenue from the system has to be created first. Once this happens, the college will move toward purchasing a uniform system printers.
- Vic asked when the roll out will happen. The goal is summer. Definitely before Fall.
- Laptops will be able to print to the network.
- The cluster thanked Steve, Barbara, & Linda for coming to the meeting, providing an update, and answering questions.

District Library Technical Services Update (Jackie dV):

- Jackie informed that there have been communication problems concerning Netlibrary purchases for YB and BR. The EBSCO rep is currently at training and is unavailable. If this can't be resolved before 4/21 she will cancel the order.
- Netlibrary Shared Collection 9 would be too expensive at this time (more than \$18K). Jeremy mentioned that perhaps CCLA might consider this collection in the near future.
- DLTS is working to spend all funds for the library orders received.
- Hasn't submitted the bi-weekly patron load request yet to CCLA.

Administrative Update (Karen):

- Interviews for the LRC Automation Coordinator position are continuing. Remarkd at how many unqualified applications made it through the initial screening, however there are some good

candidates. Karen wants to maintain campus visits by the LRC Automation Coordinator. All agreed.

Program Review Recommendations (Jeneice):

- Jeneice reminded the cluster that she will be doing a follow-up report on the Recommendations. Among other recommendations that need attention is marketing for the libraries. Jeneice offered to present at the Faculty Tenure Seminar in the summer. Suggested making a colorful card or flyer to market the libraries' resources and services.
- Jacquelyn offered the example of Marcella Sherman from the DM Writing Center visits each English class to market their services
- Jeremy noted that the survey was posted on HCC's Facebook page and Campus Cruiser. Jeremy recently completed a mobile accessible library site and informed Ashley Carl. She will post this on Campus Cruiser. Suggested that we contact Ashley anytime we have something to show off. There are also the various HCC publications to consider.
- Kristin suggested speaking at the new Faculty orientation as a marketing opportunity.

Interlibrary loan online Request for Lease Books (Jacquelyn):

- Some librarians did not feel inter-campus loan of lease books is feasible because their collection is funded by the campus Student Government Association. The feeling seemed to be that these materials should be available only at the campus that provided the funding. No action was taken and as such, no change would be made to these item records or their status in ALEPH.

Election of Cluster officers for 2010-2011:

- Vic moved to reaffirm Jacquelyn for cluster chair. Alicia seconded. The vote was unanimously approved.
- Jeremy moved to reaffirm Jeneice for cluster vice chair. Vic seconded. The vote was unanimously approved.
- Jeneice nominated Vic for cluster secretary. Kristin seconded. The vote was unanimously approved.

Committee Reports:

- Information Literacy: Jacquelyn will continue to work on the plan as it is noted for updating in the Program Review recommendations. The day's Spring Institute workshops were helpful and Jacquelyn predicts the assessment piece will take on a better form.
- eResources: Due to time constraints, Jeremy will update the cluster by email.

Roundtable:

- Kristin: Student and Faculty surveys are up. Going to ALA annual conference in the summer. Will not be working in the summer, but Carlene Reeves will be.
- Jacquelyn: is working Sum I, M-Th.
- Wendy: Also going to ALA. Only working part of Sum I. Jeremy is working 1st half, while Wendy works the 2nd half. Each work M-Th.
- Jeneice: Working Sum I, 18hrs/week. Thanked Dale Mabry librarians again for their generous purchase of the Films on Demand database subscription. There has been a lot of positive feedback.
- Alicia: Working Sum II, 18hrs/week

Alicia moved to adjourn the meeting. Jeneice seconded. Meeting adjourned at 4:03pm.

Prepared By: Jeremy Bullian, Librarian – BR