

Library Cluster Meeting Minutes
Friday, February 15, 2008
Ybor City Campus

Attending: Jacquelyn Cress, Wendy Foley, Alicia Ellison, Jeneice Sorrentino, Jeremy, Bullian, Karen Griffin, Jackie del Val, Kristin Heathcock, Vic Harke (chair)

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

Approval of Agenda :

A motion was made by Jeremy and seconded by Wendy to approve the agenda as written. The motion passed unanimously.

Approval of Minutes :

A motion was made by Jeneice and seconded by Jeremy to approve the minutes, with minor corrections. The motion passed unanimously.

Administrative Update : (Karen Griffin)

Karen distributed minutes and handouts from the Learning Resources Standing Committee (LRSC) meeting that she attended on February 6, 2008. Key points from the meeting were discussed.

Karen distributed the Florida Community College Collection Assessment from 2007 for HCC libraries and the community college system as a whole.

DLTS Update : (Jackie del Val)

Jackie distributed available book balances to each library.

Jackie recently ran a lost items report for the Dale Mabry library. She found that there are still many items still showing in ALEPH with a *lost item* status. She suggests that libraries begin using this report monthly: run the report, check the shelves and mark the book missing (unless they are attached to a patron record).

After discussing the importance of this report, it was recommended that Jackie create a list of suggested reports that should be run and checked regularly.

April 10 is in-service. Jodi Ward requested a training/staff in-service for techs and LRC coordinators during this time.

Professional Collection : (Vic Harke)

Preparations are being made to create space for this collection in the Reference Collection at the Dale Mabry library.

Karen is working with the group that will be creating the in-house tenure courses. She asked for librarians provide her with title suggestions for this project that can be added to the Professional Collection.

Ask-A-Librarian Schedule : (All)

Ask-a-librarian schedule for March, April & May were decided. Our time is still 3:00 – 4:00 on the Academic Desk.

3/6: KH
3/13: KH
3/20: VH
4/3: VH
4/17: JC
4/24: JC
5/1: JC

Database Access during Intersession : (Jeneice Sorrentino)

Currently students and faculty have no database access during the break between Fall and Spring terms. This is problematic because Ybor City offers classes during Intersession. Students taking these classes have no library or database access.

A motion was made by Alicia and seconded by Wendy to add an extra “dump” of data at the end of fall term/beginning of intersession. The motion passed unanimously.

Computer Printing : (Jeneice Sorrentino)

Jeneice distributed a packet of information about computer printing costs and options for the Ybor City library. Students are printing in the libraries more than ever before.

The cluster recommends that the college form a college-wide committee to look at the printing issues that are affecting students on all campuses and in all areas that they print.

Kristin reported that she and Andrea Dufault are working on a proposal for additional funds for printing for the Student Activity Funds Committee.

Student Assessment Questions : (Wendy Foley)

Wendy discussed the idea of embedded questions. She distributed a handout with four different questions that could be embedded. The cluster chose two questions from the four and reworked the wording. Wendy will revise the handout and send to cluster.

Committee Reports:

Information Literacy : (Jacquelyn Cress)

The information literacy committee members have chosen the topics for the tutorials to be done this term.

CCLA EBook Deselection Committee : (Wendy Foley)

The committee has submitted all items deselected to Michelle Monteleon. Michelle will forward on the results to CCLA.

Roundtable:

Wendy reported that the Brandon Campus had a very successful program, Willa Cather Speaks, on February 6, 2008. The program had 80-90 people in attendance.

Vic reported that Jodi Ward is the new LRC Coordinator at the Dale Mabry library. The library has cut adjunct librarian hours and now has fewer hours of reference desk coverage. With the reduction of adjunct librarian hours, Vic and Jacquelyn have had to increase the amount of time they spend at the desk.

Jacquelyn reported a very successful African American Read-In at the library on February 4, 2008. Dr. Wilson, an English instructor at Dale Mabry, held her classes in the library gallery. They read African American literature and poetry. Dr. Wilson invited members of the community to join them. Jacquelyn had an orientation on this day and also infused the read-in theme into her orientation.

Kristin reported that the Plant City library was short on staff at the beginning of this term. Carlene has been cut to 5 hours per week and student worker hours have been cut as well. Luckily the library has a great work-study student.

Jeneice reported that she was invited to participate in Ybor's S4: Student Success Seminar Series. She presented a program that was very well received.

Jackie dV. reported that it is possible to add weblinks to the catalog. She has been asked to apply for the technical services committee for CCLA.

Meeting adjourned at 4:10 p.m.