Attending: Wendy Foley, Alicia Ellison, Ilene Frank, Jacquelyn Cress, and Kristin Heathcock

Guests: Karen Griffin, Andrea Dufault, Jackie del Val

Meeting called to order at 1:31PM.

**Administrative Report (Karen Griffin)** – Karen provided an FLVC update. Resources for students pursuing a four year degree are a state priority. Sixty percent of the FLVC e-resource funds are designated for the four-year core set of resources. Remaining funds are going to be split between the SUS- and FCS-specific resources.

Karen is currently working on the library portion of the SACS accreditation report.

Karen suggested that it might be useful to create LibGuides for each of the Florida College Meta-Majors:

- Arts, humanities, communication and design
- Business
- Education
- Health sciences
- Industry/manufacturing and construction
- Public safety
- Science, technology, engineering and mathematics
- Social and behavioral science and human services

Andrea has been appointed to the FLVC ILS TaskForce.

Karen shared a PowerPoint presentation that detailed the DLTS and Book Budget. The report highlighted how the funds are distributed and used. Discussion ensued about the increasing cost of resources. If costs continue to rise it might be necessary to use funds from the book budget to support the cost of databases. This is a problem since the book budget has been flat for over ten years while the costs of books have risen steadily.

The AA Program Review is well underway. Tollie and Jeneice worked with Karen in fall 2012 to survey the library impact on the AA program. Karen will ask Tollie to share with the cluster at the next cluster meeting.

**DLTS Update (Andrea Dufault, Jackie del Val)** -
Andrea will verify the last date for purchases for technicians entering book orders.

Andrea reviewed upcoming renewals with the cluster:
Veterinary Education in Video: Alicia moved to renew the Veterinary Education in Video database for the 2015-2016 year; Adonis seconded the motion. The cluster voted unanimously in favor of the motion for renewal.

LibGuides: The library cluster agreed to renew the LibGuides subscription.

Lexis-Nexis: The renewal discussion for Lexis-Nexis was tabled until the next meeting. Andrea will provide usage statistics to the cluster for the next discussion.

DLTS will not have a federal work study student for the spring term.

Andrea is preparing to make a proposal for funds from the Student Activity Services Fee Committee. Ilene moved to ask Andrea to create a proposal for $10,000 for library resources. Alicia seconded the motion. The cluster voted unanimously in favor of the motion.

Old Business

E-book purchase on demand update (Jackie del Val)- Jackie discussed the PDA program. Everything is up and activated. 8314 titles are available in the collection. The plan is a “loan to own” with a three loan limit before purchase. Titles are available in Primo only, will only be added to ALEPH if they are purchased. Jackie will forward usage reports to the librarians.

Funding of College Source update (Karen Griffin) - No status update. Karen will provide an update at the next cluster meeting.

New Business

Area IV Regional Meeting, April 28 @ HCC Brandon (Andrea Dufault) - The FLVC Region IV meeting will be held at the Brandon Campus. DLTS will pay the $20 registration fee for all library faculty and staff that would like to attend. Library staff mileage is not included and must be paid by the respective campuses.

Discussion of 2014 Library survey results (all) - Wendy thanked Kristin and Institutional Research for their work on the survey. Discussion ensued about how librarians share the results with their campuses.

Proquest citations/Logging into Primo (Alicia Ellison) - Alicia shared what she has learned from FLVC about the restricted access to various vendor citations. Many vendors are going to begin keeping their records behind paywalls. Thus we (and our students) will need to log in to Primo in order to truly use the power of the Discovery Service.

Single Sign On (Kristin Heathcock) - There was a very productive/informative phone conference in December about single sign on. Kristin arranged a conference with Adrian McCray (HCC), Andrea Dufault (HCC), Melissa Zucal (HCC), Chris Yearwood (FLVC), and John Sandstrum (FLVC). There is a better understanding of the process now, but several components are not yet in place. Kristin and Andrea are working on the creation of a help desk request for a project for FLVC.
Committee Reports

**SACS Internal Review Committee (Alicia Ellison)** - Alicia will be serving on this committee.

**Student Success (Wendy Foley & Ilene Frank)** - A new subcommittee has been formed - the First Encounter Faculty. There was a discussion of the SAS BI program at the meeting. It provides a wealth of useful information about the college.

**QEP (Alicia Ellison)** - The QEP In-Service is Tuesday, Jan. 20.

Meeting adjourned at 3:58PM.

**Roundtable:**
Kristin will be taking over the role as webmaster for the Community and Junior College (CJCLS) section of the Association of College and Research Libraries (ACRL). Kristin is a member of the ACRL Distance Library Services Section (DLS) Discussion Group Committee which has an online discussion planned for Thursday, February 12th at noon titled “Defining Distance in Librarianship.”