Library Cluster Meeting Minutes  
Friday, Oct 30, 2009  
Dale Mabry Campus  

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

Guests Attending: Viveca Yoshikawa, Jackie del Val, Karen Griffin, Craig Johnson  

The meeting was called to order at 1:30  

Future Library Technology Maintenance (Kristin, Viveca)  

- Kristin informed that Plant City IT is willing to take over LRC automation in light of Viveca's retirement. Viveca recommends against this scenario. Craig Johnson stated that it is not OIT's decision to make.  
- Viveca's position has been advertised.  
- Viveca explained why relying solely on SteadyState would not be good for the library PCs. She also went over her checklist of duties, made in the event that her position were not filled.  

Standardization for Computer Equipment (Viveca)  

- In light of the move to pay-per-print (PPP) Viveca recommends using the same model printer for the libraries. In general this is recommended for other PC equipment as well. Craig informed that the idea was floated to introduce PPP in the libraries only. The deans, however, seem skeptical of this approach. The cluster agrees that this would not be an ideal way to achieve student acceptance and might conversely drive students out of the libraries in search of "free" printing.  

DLTS Update (Jackie dV):  

- EDI invoicing has affected budget reports. As a result Jackie dV provided Aleph budget information and a list of budget accounts w/ requisitions.  
- Jackie dV stressed to get orders in as there is nothing currently in the system.  
- Turnaround time for orders has been fast.  
- Jackie dV is waiting on vendor registration before we can add IRIS database to LINCCWeb.  
- If you find an item is not appearing in the OPAC when it should, contact the CCLA service desk so they can fix it. This is a problem with too many table of content fields being added to some records. (JdV)  

Administrative Update (Karen):  

- Michelle Monteleon has been accepted into the Sunshine State Mentor Program and has asked Karen Griffin to mentor her. Karen suggests having Michelle work on the Library Strategic Plan. The cluster agrees it would be a good project for Michelle  

CCLA Databases Grid Discussion (Alicia, Jeremy):  

- The idea of a grid interface to the databases was discussed. Alicia asked whether the cluster as a whole would like to recommend to CCLA, or if it should be taken up by Information Resources Standing Committee.  
- Vic questioned whether we need feedback from students/users to justify a change.
• It was clarified that the grid idea is just one approach, and will be suggested during CCLA’s "Talking Tech" webcast, *eResources Best Practices: Access and Education*, on Dec. 15. The main objective is to improve access to the databases.

**LRC Program Review (Jeneice)**

• Jeneice noted the PR is going well. She noted that it has been an empirical process with heavy data review.
• The committee will make recommendations by Dec. 14. They will provide a list of strengths/weaknesses after review process.
• The 2nd meeting is scheduled for Tues. (11/3).

**HCC Catalog Changes**

• The deadline for submitting changes to the catalog is Dec. 14. Karen clarified that this deadline is for "curriculum" changes.
• Discussion about reviewing the catalog description for the libraries ensued.
• Wendy offered to put the description on Google Docs for review & update.

**Committee Reports:**

• Vic reported on a lively Academic Affairs meeting. Much of the AA discussion centered on Florida Distance Learning classes being offered to all students regardless of college.
• Information Literacy: Jacquelyn continues to work on the Information Literacy Plan update.

**Roundtable:**

• Vic: DM is maxed out with patrons & PC use.
• Kristin: the annual student art display will be set up in the PC library in two weeks.
• Karen expressed concern over the situation at SouthShore w/ Michael Johnson. He is being asked to do do things outside of his position description which are in effect librarian duties. This could be in violation of both FUSA & SEIU contracts. Michael has verbalized his displeasure with being put in this position. Jeremy moved that the cluster draft a memo stating our position that there should be a clear delineation at SS between what duties are expected from an LRC Coordinator and a Librarian. The motion passed unanimously.
• Ebook ordering will be discussed at the next cluster meeting.

**Adjournment:**

Vic moved to adjourn. Alicia seconded. Meeting adjourned at 4:40pm.

Prepared By: Jeremy Bullian, Librarian –BR