Attending: Jeremy Bullian, Chair; Tollie Banker, Jacquelyn Cress, Alicia Ellison, Wendy Foley, Vic Harke, Kristin Heathcock, and Jeneice Sorrentino

Guests: Jackie del Val, Andrea Dufault, and Karen Griffin

Meeting Minutes: The Minutes from 4/20/12 were noted as being approved online.

The Cluster welcomed Tollie Banker, the newly appointed librarian at SouthShore Library. Tollie got her MS in Library Science at the University of Tennessee and also has a MA in history from Kent State.

Administrative Update (Karen Griffin): Karen reminded the Cluster that Scott Schmucker requested that the libraries complete the initial database selection survey by Sept. 6. Karen has asked Charlie Parker of TBLC to assist the Cluster with its Master Plan. She will ask him to attend the next Cluster meeting.

Library Automation Coordinator Update (Andrea Dufault): Andrea handed out a flyer indicating the most recent agreement between OIT and herself about library computer PC repair. Other notes:

- Since power management has not yet been completed in the libraries and OIT pushes updates at night, please keep PCs logged off, but not shut down, at closing.
- The student computer refresh is ongoing. OIT has taken over the imaging of computers.
- Scanning continues to be non-functional and saving documents has not been made any user friendlier. OIT is aware of these issues.
- The circulation and reference PCs should be part of the Dean’s inventory for refreshing.
- Pay4Print is delayed. Jackie and Andrea are on the committee. There is no date for pilots of Pay4Print, although Brandon and Dale Mabry will be the pilot sites.
- Andrea will be working on the FY 2012 year end statistical reports and will be giving one to each campus, along with its individual 2011/12 statistics

District Library Technical Services (Jackie del Val): Jackie handed out a series of reports for 2011/12 and 2012/13, to each campus library, detailing:

2011/12:
- Total number of items purchased and invoice price/campus, along with a breakdown by vendor
- Age of collection report by campus and material type within each campus
- Count of items by material type and item status, per campus with dollar values
- Title Summary Count by Campus
- Item Count by collection and material type at each campus
• Unspent Funds from Book Budget by Campus

2012/13:
• Book Budgets by Campus
• Information on Journal Finder, a Cox Subscriptions product that provides “user access to a library’s electronic content….” i.e. eJournals.
• Report on Web site model, SFX and WT Cox access to eJournals (Jackie del Val, author)

Rather than order items that were cancelled from FY 2012, Jackie will return them to each campus for the librarians to determine if they want to reorder in FY 2013.

Faculty Committee Members: General Education and General Education Assessment: Kristin Heathcock
• Academic Affairs: Vic Harke, Jacquelyn Cress substitute
• Faculty Instructional Technology Committee: Kristin Heathcock, Wendy Foley, Jeremy Bullian
• eTextbook Committee: Jeremy Bullian and Wendy Foley
• Distance Learning Task Force: Wendy Foley
• Faculty Credentials: Alicia Ellison

Ask-a-Librarian (Alicia Ellison): Alicia will e-mail a poll for us to select our ask-a-librarian desk duty dates. HCC has traditionally covered Thursdays, 3-4 p.m., during the major terms. She is working with TBLC to set Tollie up with training. Tollie will start covering AAL chat hours in the spring term on a scheduled basis but may take over a slot or two currently assigned to other librarians this semester. She will help answer AAL e-mails as soon as she is trained.

Required action on LIS 2004: (Jeremy Bullian). Since LIS 2004 has been taught as IDS 2110, Wendy Foley recommended that LIS 2004 be named as an inactive course, as long as IDS 2110 was active. The Cluster agreed.

LibGuides: (Alicia Ellison) Alicia has worked with “Talia of the Support team at Springshare, the parent company of LibGuides, to put together a list of ‘best resources for newbies.’” Anyone is welcome to use the resources. In addition, Jeremy and Alicia volunteered their assistance with LibGuides to anyone who would like it.

Roundtable:

Jeneice Sorrentino: Ybor City Campus Library hosted a reception for the Board of Tampa Hispanic Heritage, Inc. on August 9 in the recently renovated Special Collections room. The library is the repository for the documents and memorabilia of the organization.
Jeremy Bullian: Jeremy participated in the e-Textbook committee. He gave a poster session at EDUCAUSE Southeast Regional Conference. It was a very informative conference with a growing librarian contingent. He also attended the ACM/IEEE Joint Conference on Digital Libraries in D.C. Here is his report.

Alicia Ellison: will serve as a mentor in the Sunshine State Library Leadership Institute (SSLLI) 2012-13, sponsored by the State Library of Florida. She will mentor Elena Soltau, Instructional Outreach Librarian, Nova Southeastern University, Alvin Sherman Library. Alicia previously served as a mentor during SSLA 2010-2011.

Kristin Heathcock: Kristin passed qualifying exams this summer and is now officially a doctoral candidate at the University of Florida (Program is Educational Technology). This year she will be working on her dissertation, focusing on the timing/duration of an embedded librarian in an online English course. She will evaluate the project by assessing the students’ bibliographies in each of the groups to see if differences exist between groups that have a full semester embedded librarian and groups that have an embedded librarian only for a two week period at a strategic point in the course. Additionally, she is working on two book chapters; one on embedded librarians and another that discusses a needs analysis that she conducted with her major professor to examine the information literacy needs of incoming online doctoral students in an education program.

The next meeting will be September 21, 1:30 p.m. at Collaboration Studios in room 117.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted,

Wendy Foley, Secretary
Library Cluster