Library Cluster Meeting Minutes  
April 11, 2014  1:30 p.m.  
Collaboration Studio – Room 220

Attending:  Wendy Foley- Chair, Alicia Ellison Vice- Chair, Jeremy Bullian, Tollie Banker, Jacquelyn Cress, Kristin Heathcock, and Vic Harke

Guests:  Karen Griffin, Andrea Dufault, Jackie del Val, Rich Senker

Meeting called to order at 1:30PM.

**Administrative Report** (Karen Griffin) – General Education Assessment Committee has expanded assessment to subject specific tests.

FLVC and LRSC are both meeting June 9th in Daytona. If you have any questions regarding the LRSC’s or FLVC’s updates please contact Karen Griffin.

Alicia asked when HCC would feel the impact of the changes in the databases we are able to fund with FLVC’s group licensing since the State Universities are being added to the College database subscriptions.  Alicia will follow up.

Wendy asked for an update on the future state of FLVC.  Karen sent an email asking that Rich Senker give us an update if he could.  Rich is unclear whether the legislative bill that would decide on the changes impacting FLVC has been pushed through.  He will be attending the FLVC meeting in May and will update the Cluster at that time.

Wendy asked about the health insurance changes and when in network doctors would be made available.  Karen reported that enrolment will be May 1 - 15.  HCC is self-insuring, and the administrator is Humana.

**DLTS Update** (Jackie del Val & Andrea Dufault) -- Jackie provided a spending update.  April 15th is the last day to enter orders in Aleph.

Andrea is beta testing a change to Ingram’s processing procedure.  Instead of fully processing items, Ingram will now simply Mylar and tattle tape books.
The Oxford Reference Online refund check has finally arrived but there has been some problems depositing the refund. Andrea will follow up.

Andrea welcomes any recommendations or feedback Cluster might have on the database processes, database ordering or anything else DLTS related.

Alicia would like a document outlining the providers, prices and subscription start and end dates for all e-resources. This would help the Cluster decide their spending allotments.

The FY14/15 book budget will be based on actual FTE rather than estimated FTE. This has caused a few changes in allocations.

Learning Management System (Kristin Heathcock) The College is investigating possibly moving from Blackboard to a new LMS platform. The committee is comprised of faculty, administration and student members. The goal is to provide trials for the college by Fall 2014.

E-Resources (Jeremy Bullian) The e-resource subcommittee met this morning regarding various scenarios for next year’s budget. In all three scenarios the subcommittee would like to stop relying on Dale Mabry’s budget to assist with database funding. Karen has requested an increase of $15,000. Karen will email Dr. Ray regarding Student services fund College Source (now approximately $6000) instead of the libraries who had been funding it as a courtesy. Jeremy thanked Karen for making the budget increase request on behalf of the libraries.

The Libguides 2.0 beta page is available. Jeremy will send out the login information soon. He would appreciate feedback regarding the current website as he prepares for redesign and migration to the new platform. Jeremy would like to consider a usability study assessing the Libraries’ website. Karen said that Jeremy needed to put together a proposal and she would try to find the funds.

FLVC Contact (Karen Griffin) -- With the changes in OIT procedures, the nature of Andrea’s position as Automation Coordinator needed to change. Karen worked with HR to upgrade Andrea’s position to an existing Business Information Analyst position in spring/summer 2013. Karen released Andrea’s job description and duties to the Cluster at this meeting on April 11, 2014.

Karen stated that she felt that the FLVC interface contact position worked well with Andrea’s new position. She was concerned with the faculty’s availability during the summer and with the agreement with OIT to have a District staff member liaison for the Libraries’
LMS. Since Karen removed Jeremy as the FLVC contact person and substituted Andrea, Karen recommends Jeremy as a co-contact.

The Cluster* was concerned that they were not consulted before Karen removed a faculty librarian from the role and replaced him with a DLTS staffer. The Cluster expressed concerns that Andrea, or any DLTS staff, does not have the faculty librarians’ experience both in teaching with PRIMO, and in working with students using PRIMO.

The Cluster* wishes to clarify the distinction between the administrative modules of the libraries’ automation system - which is ALEPH - and the online catalog / resource discovery tool, which is PRIMO. Faculty librarians instruct students in the use of PRIMO for research purposes. PRIMO is a prime instructional tool of faculty librarians. Therefore, just as discipline faculty have oversight of textbooks and curriculum, the continued evolution of PRIMO (and any future iterations under other names) should be the purview of faculty librarians.

A faculty librarian on the FLVC committee would be able to provide immediate and credible feedback during the FLVC committee discussions. The Cluster* felt that any DLTS staff person on the committee would serve only as an unnecessary middleman between FLVC and the Cluster.

The Cluster* decided to discuss this issue privately and follow-up with Karen in the future regarding Karen’s co-contact proposal. Vic moved that Jeremy be HCC’s representative for FLVC’s user interface concerns. Kristin seconded. The motion passed with one abstention.

(* Please note that during the aforementioned discussion that the Library Cluster did not act unanimously. Throughout the conversation regarding the FLVC Contact position, Tollie Banker abstained from the discussion and all subsequent votes relating to this topic.)

**New Items**

**Distance Learning Task Force:** (Wendy) would like to see some portion of the Distance Learning proposed new funding source go towards increasing library e-resources and services for Distance Learning students.

The Cluster discussed the allocation of the Library’s budget. Jeremy requested that Karen notify Cluster when the libraries’ budget is used for concerns unrelated to the libraries.

Round Table
Wendy Foley will be attending the 16th Distance Learning Conference in Denver April 23 through 25. She will report back to the Cluster on her return.

Kristin Heathcock is presenting at the 16th Distance Learning Conference in Denver, Co. She will report back to Cluster on her return.

Meeting Adjourned at 3:56 PM.