Minutes of CCLINC Steering Committee Meeting
Conference Call
Wednesday, June 15, 2005

Facilitator: Ernest Avery, Chair, Piedmont CC

Attendees:

	Monique Mitchell	District I Representative, Roanoke-Chowan CC
☑	Susan Basnight	District II Representative, Pitt CC
	Debbie Luck	District III Representative, Randolph CC
☑	Renee Watson Dusenbury	District IV Representative, Central Carolina CC
☑	Harry Cooke	District V Representative, Gaston College
☑	Charles Wiggins	District VI Representative, Blue Ridge CC
	Tonya Robinson	Acquisitions Subcommittee Chair, Brunswick CC
☑	Roxanne Davenport	Cataloging Subcommittee Chair, Pitt CC
	Stephanie Carter	Lending Services Subcommittee Chair, Vance-Granville CC
☑	Peter Kracunas	Media Booking Subcommittee Chair, Alamance CC
☑	Libby Stone	Reports Subcommittee Chair, Gaston College
	Linda Kressal	Serials Subcommittee Chair, Tri-County CC
	Dr. Bill Randall	VP, Learning Technology Services, & IIPS Representative
☑	John Wood	CCLINC/Sirsi System Administrator
☑	Ruth Bryan	Coordinator of Learning Services Technologies
☑	Colleen Turnage	Coordinator of Learning Services

Ernest called the meeting to order at 2:08 and greeted members.

♦New Business: Request for new No-Fine Library Use circ rule

DISCUSSION: The Committee was informed of a request for a No-Fine Library Use circulation rule. The concern was resolved prior to today's meeting. A day before the meeting, John notified the requester that a no-fine circ rule exists in WorkFlows.

ACTION: This item and its resolution are included here for the information of all CCLINC members.

♦New Business: Request for new Item Type/Category

Request from CCLINC librarian: I find that I cannot tell that an item is an oversized book and also in a certain collection. I would like to request the addition of "Oversize" in the "Item Type" or in either of the category areas.

DISCUSSION: After a brief discussion, Charles noted that Item Cat1 is more appropriate than Item Cat2 for distinguishing types of materials.

ACTION: By voice vote, the Committee approved the addition of "Oversize" to Item Cat1. John will make the necessary change.

♦ **New Business: Reports Manual**

DISCUSSION: Libby reported that a draft copy of the Reports Manual is now available for review.

ACTION: To avoid sending large files through GroupWise, Ruth will post the draft Reports Manual on the System Office web site in the password-protected area. The Committee will vote on the Manual at its July conference call.

♦ **New Business: LRA Conference**

DISCUSSION: Harry presented an overview of the various workshops, speakers, and presentations scheduled for the Conference. Several Committee members said that they plan to attend. Ernest mentioned that subcommittee chairs should prepare their year-end reports for the Conference. Ernest also announced that he will step down as Steering Committee Chair, and that Committee members should begin considering candidates for a new Chair to be elected by the CCLINC Users' Group at the upcoming LRA conference.

♦ **Old Business: Miscellaneous Items**

I. Following up on an action taken at the Committee's February meeting, Ernest has completed a draft of the "reaffirmation of compliance" letter to be sent to current campus presidents and library directors. A copy of the letter will be sent to Committee members for discussion at the next meeting. The letter will be presented for approval by the CCLINC Users' Group at the LRA conference.

II. Ruth announced that, once again, Isothermal CC has requested access to the CCLINC database for their patrons, said access to be viewed through the Isothermal Library's TLC automated system. This request has been refused in the past because Isothermal shares its services, including its catalogue, with local public libraries. Committee members also voiced concerns that 1) access to iLink holdings is readily available through the Internet and via OCLC, and 2) approval of access to a non-consortium member may lead to future requests by other non-consortium members. The committee tabled action on the request until Ruth can investigate the possible ramifications of allowing Isothermal to access the database.

Subcommittee Updates:

Acquisitions: No report

Cataloging: Roxanne has scheduled a conference call for the Subcommittee; an agenda has been sent to Subcommittee members. Colleen noted that, since January 23, 2003, 37,704 volumes have been merged into 11.708 title records.

Lending Services: The Subcommittee recently e-mailed updated ILL Contacts Lists.

Media Booking: No report

Reports: The draft Reports Manual is available (see above). Libby reminded members of the workshops available at the LRA Conference.

Serials: No report

Next Meeting: July 20th, 2005, 2 p.m.

Ernest adjourned the meeting at 2:40 p.m.
Minutes submitted by Ernest Avery