

Minutes of the CCLINC Steering Committee Meeting
Written by: Pamela Doyle
June 19, 2002
2:00 p.m. via conference call

Decisions:

The ILL subcommittee was merged with the Circulation Committee. The name of the Circulation Committee has been changed to Lending Services Subcommittee.

Staff working with serials must attend the Serials Training before they will be allowed to use serials functions in the live server.

Present:

Ann Whitehurst, Serials Subcommittee Chair
Dan Swartout, Interim Steering Committee Chair
Gloria Sutton, Bridges II Editor
Libby Stone, Acquisitions Subcommittee Chair
Linda Leighty, Lending Services Subcommittee Chair
Pamela Doyle, Director NCCCS LRS
Renee Watson, Media Booking Subcommittee Chair
Roxanne Davenport, NCCCS Coord. of Bibliographic Information
Ruth Bryan, NCCCS Coord. of Library Information Technologies

Absent:

Bob Blackmun, Assoc. VP for Information Resources and Technology
Chris Meister, District V Representative
Gerry O'Neill, District I Rep
Luella Teuton, Past Steering Committee Chair
Stephen Hawkins, District II Representative
Susan Williams, District VI Representative
Teresa Frohock, Cataloging Subcommittee Chair

Old Business:

CCLINC Users' Group meeting will be held during the one-day NC Community College Learning Resources Association (LRA) Conference on July 18 at 2:15 p.m. at Alamance CC.

The LRA website is now being maintained by Fayetteville TCC. The website address is <http://www.faytech.cc.nc.us/Library/lraweb/lrahome.htm>. Conference information is available at this site.

Subcommittee Chairs are to have a 1-5 paragraph report of each subcommittee's activities during this Steering Committee term. They are to be sent to Dan Swartout for distribution to the CCLINC Directors prior to the Users' Group meeting.

Subcommittee Chairs will be introduced during the Users' Group meeting. Subcommittee Chairs are selected from current committee members. The following Subcommittee Chairs have been selected and will be introduced during the Users' Group meeting.

Acquisitions: Libby Stone
Cataloging: Teresa Frohock
Serials: Ellen Williams

Lending Services: Linda Leighty
Media Booking: Renee Watson.

During the Users' Group meeting Dan will implore others to get more involved in CCLINC activities by working on the various committees. There was discussion about the defacto committees during the DAC days when every college that used a particular module/function had a representative on that committee. The Steering Committee expressed concern that this model might produce committee with little interest and/or a committee that is so large that work could not get done.

It was agreed that the ILL subcommittee should be combined with the Circulation Subcommittee. Because this subcommittee will be addressing matters related to circulation, ILL, and Reserves, Linda Leighty recommended changing the name from Circulation to the Lending Services Subcommittee. The Steering Committee approved the name change. Dan will continue to serve on this committee.

The ILL policy and the impact that the budget is having on ILL at some colleges was discussed. Each college signed agreement with the Cooperative Agreement and indicated a willingness to participate in ILL within the consortium. During these difficult budget years it is even more important that colleges participate in ILL to meet the needs of the students. The ILL policy will be part of the Bridges manual that will be distributed to each college. At the Users' Group meeting Dan will remind each of the CCLINC colleges of the Cooperative Agreement and ILL policy and the need to share resources during these difficult times.

Gloria Sutton is finishing the administrative section of the Bridges manual. She will have it ready and copies available at the July 18 Users' Group meeting. Gloria will send an electronic copy of the manual to Pam Doyle by June 24 , and Pam will distribute it to the Steering Committee for review.

Ruth Bryan updated the Steering Committee about CCLINC information being added to the Library Resources web page in a secured location. Information being added and available in the near future includes subcommittee information and procedures, Sirsi guidebooks, and training handouts.

Ann Whitehurst discussed the Serials agreement. After making some additional revisions, the agreement will be e-mailed to the Steering Committee for review and approval. The Serials Subcommittee asked for guidance from the Steering Committee about allowing colleges to use the serials functions in the live server prior to their signing the Serials Agreement. After approval, Ann will send the Serials Agreement to the serials contacts and advise them that they must attend serials training before using serials functions.