



CCLINC Steering Committee Minutes

1/22/2008

2:05 – 2:32 p.m.

Attendees:

Facilitator:

Libby Stone, Chair

Note taker:

Roxanne Davenport

NCCCLRA/CCLINC District Representatives	Subcommittee Chairs
Suvanida Duangudom – present Wake Technical Community College, District I	Tonya Robinson - absent Brunswick Community College, Acquisitions
Roxanne Davenport - present Pitt Community College, District II	Emily King - present Cleveland Community College, Cataloging
Ernest Avery – present Piedmont Community College, District III	vacant Media Booking
Renee Dusenbury - present Central Carolina Community College, District IV	Deborah Foster – absent Fayetteville Technical Community College, Lending Services
Lynn Gambon - present South Piedmont Community College, District V	Linda Leighty - present Pitt Community College, Reports
Charles Wiggins - present Blue Ridge Community College, District VI	Allen Mosteller - absent Cleveland Community College, Serials

Bill Randall, NCCCS LTS representative - absent

Resource Persons:

NCCCS Director of Learning Services Technology **Ruth Bryan** - present

NCCCS Director of Learning Services **Colleen Turnage** -present

CCLINC System Administrator **John Wood** - present

----- Agenda Topic Summary -----

Sirsi update	Ruth Bryan/John Wood
Cooperative agreement	Libby Stone
Subcommittee procedure review	Libby Stone
Overdue Notice headers	Libby Stone
Subcommittee Reports	

Sirsi Update**Ruth Bryan/John Wood**

Ruth is in the process of writing up the contract proposal for the Sirsi Maintenance contract, which includes the Sirsi Systems Administrator (John's position). The term of this contract is fiscal year 08/09 through fiscal year 10/11. Once the wording and terms are approved by Sirsi and the State ITS office, the contract will be submitted to the NCCCS State Board for approval. Ruth hopes to have everything ready to submit to the State Board at their May meeting. Notes: The Solinet contract is on its way for approval as well. Also, the State ITS office now oversees all information technology contracts – State Purchase and Contract is no longer involved in these contracts.

John noted that Symphony (the SirsiDynix software) was officially released at the end of December. In that release, booking is available in the Java Client. It does not contain a whole lot of updates as far as CCLINC is concerned – there are more “hooks” for data to support former Horizon users. CCLINC will not test the initial Symphony install until its first subrelease comes out – probably no earlier than late spring/early summer.

REMINDERS (these will appear perpetually until problems cease to arise):

- it is possible to have both the C and the Java clients loaded and active on the same PC;
- Java client users have to request wizard authorizations from John for EACH wizard needed (don't just say “all”!);
- wizard properties have to be set in the Java client, they do not carry over from the C client;
- both clients work with the same database (assuming one is logged in to the same server with both clients);
- it is possible to log both clients in at the same time on the same computer with the same user name and password

Cooperative agreement**Libby Stone**

Libby sent the request for review out to the member colleges – no one has submitted any suggestions for changes as of this date.

Subcommittee procedures review**Libby Stone**

Libby asked all subcommittee chairs to review procedures with their subcommittees and update them as needed. Roxanne mentioned that Subcommittee chairs needed to prepare end-of-year reports for Libby to include in the Steering Committee end-of-year report, which is presented at the CCLINC meeting during the NCCCLRA conference. Libby set a deadline of March 15th for these end-of-year reports.

Overdue Notice headers**Libby Stone**

Libby noted on Deborah Foster's behalf that Deborah sent an email to the CCLINC Directors about the overdue notice headers.

The Date/Time for the next SC meeting is 3/19/08 at 1:30 pm. Steering Committee members, please note that this is a change in weekday (from Tuesday to Wednesday) AND a change in time (from 2 pm to 1:30 pm).

Acquisitions Subcommittee Report

Tonya Robinson

No report.

Cataloging Subcommittee Report

Emily King

No report. Emily hopes to have a meeting soon.

Lending Services Subcommittee Report

Deborah Foster

No report.

Media Booking Subcommittee Report

No chair

No report. The Media Booking chairmanship will remain unfilled unless some interest or concern arises from the membership.

Reports Subcommittee Report

Linda Leighty

Linda reported on a method to import Sirsi report data into MS Excel, which will allow for sorting data elements. The method is under review by the subcommittee.

Serials Subcommittee Report

Allen Mosteller

No report.

Ad-hoc Committee Report

Roxanne Davenport

No report.