

**CCLINC Steering Committee  
Meeting  
Conference Call  
Wednesday, October 8, 2003**

**Facilitator: Libby Stone, Chair**

*Special thanks to Linda Kressal for taking the minutes!*

**Attendees:**

<input checked="" type="checkbox"/>	Terri Holston	District I Representative
<input checked="" type="checkbox"/>	Linda Leighty	District II Representative.
<input checked="" type="checkbox"/>	Ernest Avery	District III Representative
<input checked="" type="checkbox"/>	Renee Watson Dusenbury	District IV Representative
<input checked="" type="checkbox"/>	Dr. Harry Cooke	District V Representative
<input checked="" type="checkbox"/>	Charles Wiggins	District VI Representative
	Teresa Wehrli	Acquisitions Subcommittee Chair
<input checked="" type="checkbox"/>	Sharon Day-Lowe	Cataloging Subcommittee Chair
	(vacant)	Lending Services Subcommittee Chair
<input checked="" type="checkbox"/>	Peter Kracunas	Media Booking Subcommittee Chair
<input checked="" type="checkbox"/>	Linda Kressal	Serials Subcommittee Chair
<input checked="" type="checkbox"/>	Dr. Bill Randall	Learning Technology Services & IIPS Representative
<input checked="" type="checkbox"/>	John Wood	CCLINC/Sirsi System Administrator
	Ruth Bryan	Coordinator of Learning Services Technologies
<input checked="" type="checkbox"/>	Roxanne Davenport	Coordinator of Learning Services

Libby Stone called the meeting to order at 2:05 and greeted members.

## **OLD BUSINESS**

**◆ Old Business: Lending Services Committee**

**DISCUSSION:** Several people are interested in participating on the new Lending Services Subcommittee.

**CONCLUSION:** Linda Leighty has e-mailed the list to Ruth Bryan.

**ACTION:** The new members will revise the ILL Contacts List and elect a subcommittee chair, who will serve on the Steering Committee.

◆ **Old Business: Subcommittee for Reports**

The group met via conference call on Oct 1.

**CONCLUSION:** The group decided to remain an ad-hoc committee for the present.

**ACTION: The subcommittee will develop a survey to be sent to report runners at all colleges to determine needs.**

◆ **Old Business: Training Opportunities**

Training opportunities: training will be held at the system office as follows:

Circulation - Oct. 16

Cataloging - Oct. 17

Reserves - Oct. 30

Reports - Oct. 31

Serials – Nov 12

Acquisitions sometime in November.

A web page is maintained by Ruth Bryan on the NCCCS web page with an up-to-date list of training opportunities.

[http://www.ncccs.cc.nc.us/Library\\_Resources/Training/Schedule\\_of\\_Workshops.html](http://www.ncccs.cc.nc.us/Library_Resources/Training/Schedule_of_Workshops.html)

## **New Business**

◆ **New Business: Advanced Serials Training**

**DISCUSSION:** Harry Cooke stated his desire to have both an advanced and an introductory course on MARC serials holdings records. Members discussed the possibility of obtaining training from LC or experienced SIRSI users with expertise in serials.

**CONCLUSION:** Expert instructors should be found

**ACTION: The Serials Subcommittee will explore the possibility of an introductory course on Serials.**

◆ **New Business: Distribution of Minutes**

**DISCUSSION:** Linda Leighty pointed out that the mailing list is out of date and many members, especially paraprofessionals, do not receive the minutes

**CONCLUSION:** The mailing list must reflect all CCLINC members.

**ACTION: Libby Stone will ask Ruth Bryan to check on the accuracy of the CCLINC mailing list.**

◆ **Next Meeting:** Libby Stone will arrange a telephone conference for the next meeting of the Steering Committee on Wed, Jan 14, 2004, at 2:00 pm

Libby Stone adjourned the meeting at 2:05pm

◆ **Minutes** Submitted by Linda Kressal.

#### **SUB COMMITTEE UPDATES:**

◆ **Acquisitions Subcommittee Update** – Members are working on a training guide. It will be sent to the subcommittee for revisions before general distribution.

◆ **Cataloging Subcommittee Update** - Sharon Day-Lowe, Chair, reported that the members are investigating how AACR3, due out in 2006, will impact CCLINC. They are also researching hot links and portals and working on database cleanup

◆ **Lending Services Subcommittee Update** - NO UPDATE

◆ **Media Booking Subcommittee Update** – Peter Kracunas, reported that the subcommittee is creating a survey to determine how media booking can best work for CCLINC

◆ **Serials Subcommittee Update** – Ellen Williams and Linda Kressal met on Oct 13 to plan for training interested CCLINC members to utilize the Serial Module. Nov 12 has been set as the date for Serials Training in Raleigh