CCLINC Steering Committee Minutes

9/30/2008
3:05 – ca. 4:00 p.m.
919-420-7945

Attendees:

Facilitator: **Note taker:**

Libby Stone, Chair   **Roxanne Davenport**

NCCCLRA/CCLINC District Representatives	Subcommittee Chairs
Gerry O'Neill - absent Wilson Technical Community College, District I	**Vacant** Acquisitions
Roxanne Davenport - present Pitt Community College, District II	**Julia Mielish - present** Craven 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
Karen MacMurray - present South Piedmont Community College, District V	**Linda Leighty - present** Pitt Community College, Reports
Linda Kressel - present Tri-County Community College, District VI	**Allen Mosteller - present** 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 -----

Old Business:

Overdue notice headers   Deborah Foster

Upgrade for Thelma   John Wood

DELETEME proposal   Roxanne Davenport

Training Update   Ruth Bryan

New Business:

OCLC vs. CCLINC?   Deborah Foster

Request for User Categories   Aletha Andrews

Ad-hoc and Subcommittee Reports

Old Business:

Overdue Notice headers   Deborah Foster

Since Deborah was unable to attend, the item was tabled until next meeting.

Upgrade for Thelma   John Wood

The upgrade is done on THELMA (NOT Louise). There were a couple of issues with the data but the problems may have originated with the recent data update and not from the software upgrade. Steering Committee only: SC members should review the upgrade. Choose a machine to use for review that is not used for regular work, because once you upgrade to the new client, it won't be recognized by the older software in Louise. Log into Thelma using the Java client and following the instructions to update the client, then looking in Help for the Key enhancements documentation. Note which new features you would recommend to be turned on for testing. Most of the new features are in serials and acquisitions.

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

DELETEME proposal   Roxanne Davenport

Roxanne noted that, the way the calendar worked out this year, one could not put anything in the DELETEME for six weeks. She observed that most folks were familiar with running reports now and/or had templates set up so that the task is not so time-consuming. Roxanne moved that the period for running end-of-year reports that involve the DELETEME location should be shortened to the period from July 1st to the Friday PRIOR to the last FULL week of July. John would then use the last FULL week of July to convert DELETEMEs to DISCARD and run his DISCARD processes. Allen seconded, and the motion passed. (Roxanne notes that if the above is too confusing, just plan to run your reports between July 1st and July 15th and that will solve the problem of figuring out when the last full week is…)

Training Update   Ruth Bryan

Ruth noted that all classes were full, and that all sessions will be taught using the Java client:

October 9th - Circulation in the Java Client
October 15th - Cataloging in the Java Client
October 22nd - Serials in the Java Client
October 30th - Reserves in the Java Client
November 6th - Basic Reports in the Java Client

Linda K. asked if there had been any investigation into videotaping the training or conducting it via NCIH. Ruth said not yet and noted that we had tried using Colleague for a SC meeting with less than successful results. There was some discussion of possibly looking into Moodle and/or Skype.

New Business:

OCLC vs. CCLINC?   **Deborah Foster**

Since Deborah was not in attendance, Allen moved and Karen seconded that the item be deferred to the next SC meeting. The motion carried.

Request for User Categories   **Aletha Andrews**

Aletha Andrews had submitted a number of requests for User Categories to represent programs at Wayne, so that they can collect some demographic information. Ruth and John had researched the program codes and could not find them in the Common Course Library. Libby was to follow up with Aletha to get clarification about the code numbers and whether they were unique to Wayne.

The next meeting will be Nov. 12th at 1:30 pm.

Ad-hoc Committee Report   **Julia Mielish**   t

Directors are being surveyed to ascertain their support for pursuing a federated searching product.

Subcommittee Reports:

Acquisitions Subcommittee Report   **Vacant**

No report. The Acquisitions Subcommittee is inactive until such time as renewed interest is expressed by the CCLINC membership.

Cataloging Subcommittee Report   **Julia Mielish**

No recent activity.

Lending Services Subcommittee Report   **Deborah Foster**

No report.

Media Booking Subcommittee Report   **Vacant**

The Media Booking subcommittee is inactive until such time as interest or concern arises from the CCLINC membership.

Reports Subcommittee Report   **Linda Leighty**

No report.

Serials Subcommittee Report   **Allen Mosteller**

Allen is working on the CCLINC serials training class.