



# CCLINC Steering Committee Minutes

7/31/07

2:00 – 3:30 p.m.

919-571-4162

**Attendees:**

**Facilitator:**

**Libby Stone, Chair**

**Note taker:**

**Roxanne Davenport**

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

**Bill Randall, NCCCS LTS representative - present**

**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 -----**

Training	Ruth Bryan	
Applications Received for joining CCLINC	Ruth Bryan	
Meet Me Calls	Ruth Bryan	
Subrelease for WorkFlows	John Wood	
User category 2 request	Linda Leighty	
INSTITUTN User Profile	Linda Leighty	
WorldCat Local Pilot	Linda Leighty	
Item category 1 request	Emily King	Added at meeting
Label Designer wizard policy document	Emily King	Added at meeting
Subcommittee Reports		

**Training****Ruth Bryan**

Colleen reported for Ruth that training on cataloging in the Java client had been held at Pitt and Randolph, and the regular cataloging training (C client) had been held at CVCC. Ruth added later that she would be surveying the library directors to assess the needs for training of new staff.

REMINDERS (these originally appeared in the minutes of the last SC meeting):

- 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

**Applications for joining CCLINC****Ruth Bryan**

Ruth reported that CVCC is starting to add holdings, and that Surry's application had been approved and signed by President Lancaster. Surry is awaiting the assignment of a project manager from SIRSI. This puts us up to 47 members in CCLINC.

**Meet Me Calls****Ruth Bryan**

Libby noted that she had enclosed a memo from Ruth with the agenda, about changes in the Meet Me Call procedures. Essentially, one has to submit a request for a meet-me call on school letterhead with a signature from the business office and a budget code. Much discussion ensued, generally of the "what were they THINKING?" sort. Bill Randall suggested the use of E-luminate as an alternative method of meeting, which can be scheduled by contacting Cindy Pannill at the System Office. Cindy will need the date, time and number of seats desired for the meeting.

**Workflows subrelease****John Wood**

No new information – John will proceed with the update on Thelma early next week, and if all goes well, Louise will be updated on Friday, August 10<sup>th</sup>. This release should fix a bug in the Print Spine Label wizard.

**User Cat2 – add Mt. Olive College****Linda Leighty**

Linda moved to add Mt. Olive College to User category 2. Roxanne seconded, and the motion was approved. This will appear as MT-OLIVE.

<b>Patron Type INSTITUTN be allowed to place holds</b>	<b>Linda Leighty</b>
Pitt requested that the patron type INSTITUTN be allowed to place holds. Pitt uses this patron type for its cooperative outreach to the Pitt County Public Schools. This would allow the librarians at those schools to place holds from iLink, but ONLY the librarians, not the whole population of the schools. Some discussion ensued. Linda put the proposal in a motion, Deborah Foster seconded, and the motion carried. It was decided that the number of holds allowed at one time would be 15.	
<b>WorldCat Local pilot</b>	<b>Linda Leighty</b>
Pitt had submitted the information about the WorldCat Local pilot project as a point of interest. This project proposes using WorldCat as the local catalog interface. It is in beta testing now, and OCLC is supposed to be working with the major ILS vendors. John mentioned that SIRSI also has some new portals coming, with the new Rome upgrades (now known as Symphony) and the Enterprise portal.	
<b>Item Cat1 for Portfolio</b>	<b>Emily King</b>
Emily brought forward Charles Wiggins' request that PORTFOLIO be added to Item category 1. The motion was seconded by Roxanne, and was carried.	
<b>Label Designer wizard policy document</b>	<b>Emily King</b>
The Cataloging Subcommittee submitted a policy document regarding use of the Label Designer Wizard in the Java client. John suggested 2 changes to the document. Deborah moved to approve the policy with John's changes incorporated. Kiera seconded and the motion carried. The Cataloging Subcommittee will distribute the policy document whenever they get the procedures ironed out.	
<b>Acquisitions Subcommittee Report</b>	<b>Tonya Robinson</b>
No report.	
<b>Cataloging Subcommittee Report</b>	<b>Emily King</b>
No report. Ruth did not that John would be purging the DELETEME's starting Wednesday 8/1/07.	
<b>Lending Services Subcommittee Report</b>	<b>Deborah Foster</b>
Deborah reported that the ILL contacts list had been updated, and that overdue notice suggestions would be discussed at their next meeting.	
<b>Media Booking Subcommittee Report</b>	<b>Ciara Healy</b>
No report.	
<b>Reports Subcommittee Report</b>	<b>Linda Leighty</b>
Linda reported that she has been trying out reports in the Java client and everything seems to be working well.	
<b>Serials Subcommittee Report</b>	<b>Allen Mosteller</b>
No report.	
<b>Ad-hoc Committee Report</b>	<b>Roxanne Davenport</b>
No report.	

The next meeting will be on Sept. 18, 2007 at 2 pm. We will be trying E-luminate as a meeting platform.