



CCLINC Steering Committee Minutes

6/5/07

2:00 – 3:00 p.m.

919-733-2441

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	Ciara Healy - present Wake Technical Community College, Media Booking
Renee Dusenbury - present Central Carolina Community College, District IV	Deborah Foster – absent Fayetteville Technical Community College, Lending Services
Lynn Gambon - absent South Piedmont Community College, District V	Linda Leighty - present Pitt Community College, Reports
Charles Wiggins - present Blue Ridge Community College, District VI	Allen Mosteller - present 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
Best time to update	John Wood
Request for new user profile	Charles Wiggins
WebFeat	Roxanne Davenport
Subcommittee Reports	Chairs

----- **Agenda Topics** -----

(these are in different order from the agenda)

Old Business: No old business.

New Business:

WebFeat

Roxanne Davenport

Ruth reported that Cleveland has already purchased WebFeat. Allen said that he was still working with WebFeat to get everything configured, but that so far he was very pleased. Both said it was an easy interface to use. Allen noted one thing he had discovered: checking “full text only” eliminates getting back entries from CCLINC, because the interface doesn’t perceive our bibs as “full text” articles. He said that WebFeat was looking at the issue.

Roxanne noted that the NCLIVE email mentioned that the pricing was for the product “WebFeat Express” and asked if that was the same thing Cleveland has. Ruth will check with Webfeat.

Note: Ruth reported later by email that WebFeat Express is the full WebFeat. “Express” is just how they refer to it when it is sold to an individual library.

New User Profile

Charles Wiggins

Blue Ridge is requesting a new User Profile for adjunct faculty, to enable different loan periods for this class of users. Charles said that they were experiencing problems with adjuncts not returning library materials when they leave. Much discussion ensued about whether any faculty really needed long loan periods, whether adjuncts should be treated differently than full-time faculty, how to recall materials, using a end-of-semester “drop dead” date for all patrons to return materials, etc. etc. Charles will go back with some options and discuss with his library director.

Training**Ruth Bryan**

Ruth reported that training sessions have been held for both regular “c client” cataloging and cataloging with Java, with moderate attendance. Sessions were held at the System Office and at Gaston. Further sessions on cataloging with Java are planned for July 24th at Pitt and for a date to be determined at Randolph.

REMINDERS:

- 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 Received for joining CCLINC**Ruth Bryan**

Ruth reported that Catawba Valley CC has signed the cooperative agreement, and understand that they will not be doing a data load. They have done extensive weeding to prepare to enter their data, and will be re-barcoding their collection. They have sent a check to SIRSI for project management, and are awaiting a project manager to be assigned.

Ruth also reported that Surry CC is still awaiting the outcome of an LSTA grant application before proceeding with their application to join CCLINC. LSTA awards will be made later this month.

Best time to update**John Wood**

John said that a new sub-release was available that would fix a bug in the Print Spine Label wizard, but will require some down time, possibly half a day. He will load it on the test server first, which will give him an idea of how long it takes. Tentative date for loading on the live server is Friday, August 10. Ruth noted that updating the client will be necessary after this server update.

Acquisitions Subcommittee Report**Tonya Robinson**

No report.

Cataloging Subcommittee Report**Emily King**

No report. The subcommittee will be discussing policies and procedures for the Label Designer function in the Java client at the next meeting.

Lending Services Subcommittee Report**Deborah Foster**

No report. Deborah did forward a question to Libby about the formatting of mailing addresses in Workflows. Deborah said that their mail room had advised that a new mailing format was required that prohibits punctuation and wants city, state code and zip code all on one line. Sirsi considers the zip code a different element and prints it on a separate line. John advised that to change this would require custom programming (change to the base code). Roxanne mentioned that an alternative option would be to open the report in Word and do the necessary editing. Libby will follow up with Deborah.

Media Booking Subcommittee Report**Ciara Healy**

No report.

Reports Subcommittee Report**Linda Leighty**

Linda reported that she has obtained the names of the staff members currently designated as “report runners” at each CCLINC library, and hopes to make the list available in the near future.

Serials Subcommittee Report**Allen Mosteller**

No report.

The next meeting will be on July 31, 2007 at 2 pm.