

CCLINC Steering Committee

Minutes

20 July 2011

I. Attendees

1 Julia Mielish , present Steering Committee Chair	8 Ernest Avery , present District 3 Representative
2 Libby Stone , present Past Chair	9 Renee Dusenbury , present District 4 Representative
3 Lisa Shores , present Reports Subcommittee Chair	10 Erin Allen , present District 5 Representative
4 Sharon Hedgepeth , present Cataloging/Serials Subcommittee Chair	11 Linda Kressel , absent District 6 Representative
5 Deborah Foster , present Lending Services Subcommittee Chair	12 Dave Trudeau , present CCCLA Representative
6 George Strawley , absent District 1 Representative	13 Colleen Turnage , present Director of Learning Service Technologies
7 Mark King , present District 2 Representative	14 John Wood , present System Administrator

Meeting called to order at 3:06pm

II. Old Business

ILL Claims Lost Period

Libby and Deborah were asked about the results of the director's poll completed by Ruth before she left. There were no responses from the directors, so the issue has been cleared.

Consortial Agreement

An email vote was completed last month to review any possible concerns with the Consortial agreement. It was agreed on by members although not voted on that when the agreement goes out to the libraries, all new policies and procedures will be sent in paper form at that time. This issue will be voted on at a future meeting.

Comment [mct1]: Completed was misspelled.

III. New Business

1. Learn Central Group.

All steering committee members are encouraged to join the Learn Central Group. This will be the place where we share documents, details and statuses regarding the work we

Comment [mct2]: Need to add "members"

are doing with SirsiDynix. Please visit learncentral.org to create an account. Once there, to get access to the group, please find Colleen Turnage or Julia Mielish and we will assign you access. Other subcommittees will have their own groups also. As stated in the meeting, this will give us the chance to communicate through the email migration that is messing up so many emails at this time.

2. Alt ID Search Switch

David Wright requested that the Steering Committee make a global change to the Alt ID Search field. John clarified what David needed to be able to do, which involves rebuilding the user functions in the Alt ID field. He is working with SirsiDynix on the specifics. Deborah Foster moved, Colleen Turnage seconded, all approved.

3. SirsiDynix Updates

S/D officials met with CCLINC on July 12 at Durham Tech Community College. Members of the committee present included George, Renee, Libby, Dave and Julia. CCCLA had completed a survey in the spring regarding their issues with the ILS. These were compiled into a spreadsheet and given to S/D back in May. During the meeting, S/D was able to show us some of the both free and cost-based services that we can add to our current contract. Some of these will be in the next upgrade (See item 4).

One of the many items that needs to be addressed is training. With that in mind S/D is offering us 30 spaces for paid training to gain some deeper level understanding of operations. It is hoped that with this training, we can train some trainers and key people in the system and use the ILS more efficiently. There is also a new training system through SirsiDynix called Mentor. This is a free program and will allow participants to get on the spot training. Part of this plan also calls for new Client Care logins. John is in the process of setting this up for all directors. Directors will then be able to assign logins to staff members as needed. Julia questioned if it is possible for the Steering Committee members to also have the same Client Care access. John will explore this.

Dr Williams would like to have a small group of people to representing the three core community college groups (LRA, CCCLA and CCLINC) to talk directly with SirsiDynix regarding the changes that need to be made. With that in mind the Steering Committee voted to create an Ad Hoc Committee to work with SirsiDynix and advise as to policy and procedure changes, contract and consortium agreement issues. This group will be made up of David Wright, Tara Guthrie and Dave Trudeau representing CCCLA, Colleen Turnage, and Libby Stone representing LRA and CCLINC and Julia Mielish representing CCLINC. Discussion was held and Deborah Foster asked to join the group, upon approval of her director. Lisa Shores moved, Deborah Foster seconded, all approved.

4. SirsiDynix Upgrades

There are two pending upgrades for Symphony, 3.3.1 which is available now, and 3.4.1 which is available within six months. The Steering Committee needed to decide whether to upgrade now and again in six months, or wait and do one big upgrade. There are pros and cons to each update, including a move from iLink to iLibrary, a more modern looking browser, in Workflows a tabbed browser, ability to see all the patrons record(including checkouts) on the checkout screen, ability to pull the holds list during the day and reports printing in Excel. Upon discussion of both sides of the issue, it was determined to upgrade when 3.4.1 becomes available. Directors-please be advised that the C Client should no longer be

Comment [mct3]: Cap S needed

Comment [mct4]: Needs space after "upgrade"

Comment [mct5]: This sounds a bit confusing to me. One way to fix would be to delete "some trainers"

Comment [mct6]: Space needed after "groups"

Comment [mct7]: What happened to including Dr. Williams in this group?

used. We are skipping the upgrade to 3.3.1 which removes the C Client, so you have a further six months to ensure that all employees know how to use the Java client. Renee Dusenberry moved, Sharon Hedgepeth seconded, all approved.

5. New Subcommittees

As CCLINC moves forward and librarianship evolves, we will probably need to expand the committee to include all areas of library services. Suggestions have been made to create a training subcommittee and a reference and instructional services representative. Sharon started the discussion stating that it would be unfair to make a training group teach cataloging, since all cataloging goes through Colleen. Deborah stated that Lending Services already does training and that she personally is handling that. Comments were also raised regarding travel restrictions. Julia stated that LRA is looking to realign its districts-creating smaller ones. If there was a training representative in each district, it would reduce the amount of driving and travel needed. The issue was tabled until the next meeting. Deborah Foster moved, Colleen Turnage seconded, all approved.

IV. Subcommittee Reports

Lending Services-Deborah Foster

Deborah is in the process of creating a new email list. A list went out recently and there were a few changes. Please contact Deborah if you are not getting emails and need to be added to the list. Deborah also stated that she provided training for Blue Ridge Community College and has been contacted to provide training at a college down east. If you are in that area or need lending services training, please contact her.

Cataloging/serials-Sharon Hedgepeth (formerly Sharon Day-Lowe)

Sharon mentioned that she has no list for serials, so the suggestion was made that she contact the previous members to see if they still want to be involved. No other issues at this time.

Reports-Lisa Shores

There is nothing to report, but Lisa indicated that she is available for training if anyone needs it.

At this time, conversation then changed to talking about new directors within CCLINC. Deborah Foster reported that her new director is Robert Antill, Rowan Cabarrus has a new director-Rodney Lippard. There is a new director at Pamlico CC and a new one starting at Pitt Community College in August. Libby asked Julia if she will be sending welcome notices from the Steering Committee. Just stated that she had already sent information to Rodney and plans on sending an email to Fayetteville's new director. She will also prepare packages to other directors as they come on board. The package will contain a welcome email, together with links to the consortial agreement, policies and procedures and the CCLINC pages.

The meeting was adjourned at 4:26.

R/S

Julia Mielish Chair.

Comment [mct8]: I would put this boldface type <grin>

Comment [mct9]: Shouldn't it be "committees"??? or perhaps say "expand the number of committees"???

Comment [mct10]: Committee instead of representative? Remind me again...how did we end up with it being a rep?

Comment [mct11]: Needs a space after her name and before the (

Comment [mct12]: Awkward sentence. Placing your name at the beginning should take care of this.