

CCLINC Steering Committee  
 Conference Call **919-733-2441**  
 October 25, 2006

Facilitator: Dr. Harry Cooke, Chair, Gaston College

Attendees:

|                                     |                   |   |
|-------------------------------------|-------------------|---|
| <input checked="" type="checkbox"/> | Deana Guido       | District I Representative, Edgecombe Community College      |
| <input type="checkbox"/>            | Roxanne Davenport | District II Representative, Pitt CC                         |
| <input checked="" type="checkbox"/> | Ernest Avery      | District III Representative, Piedmont Community College     |
| <input type="checkbox"/>            | Denise Bosselman  | District IV Representative, Sandhills Community College     |
| <input type="checkbox"/>            | Lyn Gambon        | District V Representative, South Piedmont Community College |
| <input checked="" type="checkbox"/> | Charles Wiggins   | District VI Representative, Blue Ridge Community College    |
| <input checked="" type="checkbox"/> | Tonya Robinson    | Acquisitions Subcommittee Chair, Brunswick CC               |
| <input checked="" type="checkbox"/> | Emily King        | Cataloging Subcommittee Chair, Cleveland CC                 |
| <input checked="" type="checkbox"/> | Deborah Foster    | Lending Services Subcommittee Chair, Fayetteville Tech CC   |
| <input type="checkbox"/>            | Ciara Healy       | Media Booking Subcommittee                                  |
| <input checked="" type="checkbox"/> | Libby Stone       | Reports Subcommittee Chair, Gaston College                  |
| <input checked="" type="checkbox"/> | Sharon Day-Lowe   | Serials Subcommittee Chair, Gaston College                  |
| <input type="checkbox"/>            | Dr. Bill Randall  | VP, Learning Technology Services, & IIPS Representative     |
| <input checked="" type="checkbox"/> | John Wood         | CCLINC/Sirsi System Administrator                           |
| <input checked="" type="checkbox"/> | Ruth Bryan        | Director of Learning Services Technologies                  |
| <input type="checkbox"/>            | Colleen Turnage   | Director of Learning Services                               |

Dr. Cooke opened the meeting at 2:00 p.m.

◆ **Old Business: Workflows upgrade.** Upgrades (Unicorn 3.1/Test server)

**DISCUSSION:** Ruth Bryan/Replacing Servers– Thelma has been upgraded to the new client and is running well. However, at the moment the server is down due to moving the data to a new server to replace the old Thelma. The Production Server/Louise will be down approximately ½ day next Monday or Tuesday to replace that server. (Replacement at this time is critical because our current servers are six years old and are at the end-of-life cycle for support according to Sun Microsystems)

**Upgrade to GL 3.1 on Production Server/Louise**

John Wood said that the upgrade GL3.1 could take up to a day and a half. The indexes have to be rebuilt and also patches applied. John recommended that this upgrade be moved from November 17<sup>th</sup> to December 14<sup>th</sup> – 15<sup>th</sup>.

**ACTION:** Libby Stone made the motion for the upgrade to the Sirsi/Workflows GL 3.1 client to be moved from November to December 14 and 15. Deanna Guido seconded and the motion passed.

◆ **Old Business: Third Party Software**

Ruth Bryan told us that she is waiting to hear from the NCCCS IT Security Section about firewall issues, etc. regarding BIP Software, which is called Hooks to Holdings. Pitt and other schools are interested in Books in Print and Ruth will bring it forward after she hears more from her IT Department about questions they may have pertaining to security.

**ACTION:** None

◆ **Old Business: Location for QEP (Quality Enhancement Plan)**

Dr. Cooke asked if anyone has heard from Mayland that the suggestion made last month worked for them. We assume that it was satisfactory as none heard back.

**ACTION:** None

◆ **New Business: Media booking**

Ciara Healy, Media Services Librarian at Wake Tech, emailed Dr. Cooke with two agenda items for this meeting. The first item is re-establishing the Media Booking Committee, which Ciara is willing to chair. The second item is to discuss using the booking function to try out interlibrary loan of media within the consortium beginning on a case-by-case basis for face-to-face teaching purposes only.

She asked if we need more information about either of these topics.

**DISCUSSION:** Emily King said the Cataloging Subcommittee has been working on guidelines for how to catalog equipment. Deborah Foster told the group that Ohio does allow ILL lending for media (with restrictions). They lend to instructors only, for instructional purposes.

It was generally agreed that this needs to be researched at the committee level. The main concern is “protection during transit”. The Director will have final say for each institution whether they will lend their media resources.

**ACTION:** Deborah Foster made the motion to reestablish the Media Booking Subcommittee and ask Ciara Healy to chair. The motion was seconded by Charles Wiggins and passed.

## **Subcommittee Updates:**

**Acquisitions:** None

**Cataloging:** They are working on generic equipment records.

**Lending Services:** ILL routing codes are updated. Deborah has asked the committee to look at the JAVA Client on Thelma.

**Media Booking:** None

**Reports:** Their next conference call meeting is Nov. 1<sup>st</sup>. Libby will be teaching Basic Reports in early December in Raleigh.

**Serials:** Met October 18<sup>th</sup>. They are on “hold” until Thelma is upgraded.

***NEXT Conference Call Meeting: Tuesday, December 6<sup>th</sup> @ 2:00 p.m.***

Dr. Cooke adjourned the meeting at 2:30 p.m.

Respectfully submitted,

Martha A. Robinson