



CCLINC Steering Committee Minutes

4/24/07

2:00 – 3:00 p.m.

919-733-2429

Attendees:

Facilitator:

Libby Stone, Chair

Note taker:

Roxanne Davenport

| NCCCLRA/CCLINC District Representatives | Subcommittee Chairs |
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| Suvanida Duangudom –absent (represented by Pat Sexton) Wake Technical Community College, District I | Tonya Robinson - present 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 – [present 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 - absent 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 -----

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|------------------------------------------|-----------------|
| Training | Ruth Bryan |
| Java Client | John Wood |
| Applications Received for joining CCLINC | Ruth Bryan |
| Cataloging Policies and new location | Emily King |
| Acquisitions Subcommittee Report | Tonya Robinson |
| Cataloging Subcommittee Report | Emily King |
| Lending Services Subcommittee Report | Deborah Foster |
| Media Booking Subcommittee Report | Ciara Healy |
| Reports Subcommittee Report | Linda Leighty |
| Serials Subcommittee Report | Allen Mosteller |

----- Agenda Topics -----

Old Business: Deborah Foster mentioned that the deadline for getting SSN's out of the database is rapidly approaching. July 1, 2007 is the deadline.

New Business:

Training

Ruth Bryan

Ruth reported no overwhelming response except for the classes in the Java client (which address only cataloging). She may schedule more Java cataloging sessions later, in mid-summer.

Discussion notes: it is possible to have both the C and the Java clients loaded and active on the same PC; 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 with the same user name and password

Java Client / Rome

John Wood

John reported that the new owners of SirsiDynix have decided to put all future research and development in support of one platform, the one underlying Unicorn Workflows. R&D on Horizon/Corinthian will be discontinued, except that some of the H/C concepts will be blended into Unicorn. The new working name for the product line is "Rome." The Unicorn software release we are on now, GL3.1, will be the last one so named; what would have been GL3.2 will be repackaged as "Rome" with some Horizon/Corinthian elements.

CCLINC members are encouraged to begin to work with the Java client. However, there may be some tweaking of the Java client as Rome is developed, so we may want to wait on developing a lot of training aids or materials using screen shots, etc.

It was noted that CCLINC usually deliberately lags behind on implementing upgrades until bugs are worked out, so we would probably not implement Rome the instant it is available. John noted that no firm "end-of-life" dates have been issued for any Sirsi or Dynix product as of yet.

John noted that anyone planning to get new computers with MS Vista should be aware that Vista has incompatibilities with the C client. He recommends staying on XP as long as possible. *Note: John supplied the following information from the SirsiDynix client care website after the meeting:*

The WorkFlows Client for Java is supported on MS Vista. However, SirsiDynix has determined that the tighter security controls built into the operating system further restrict the type of user that can install/update WorkFlows on the PC. Previously any user with Administrator rights can install/update WorkFlows but with Microsoft Vista the user must be THE Administrator user, not just any user with Administrator privilege. We are currently investigating what changes can be made to loosen this restriction.

As announced previously, the WorkFlows C Client is not supported on MS Vista's current version. The C Client relies on the Windows Help Viewer to present online help, and Microsoft does not currently support the Windows Help Viewer under MS Vista. If this changes in a future version or patch, we will resume testing of the WorkFlows C Client.

Applications Received for joining CCLINC**Ruth Bryan**

Ruth reported that Catawba Valley CC has applied to join CCLINC. They are prepared to sign 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. Roxanne moved to accept the application; Deborah seconded, and the motion carried.

Ruth also reported that Surry CC is interested in joining CCLINC, but is awaiting the outcome of an LSTA grant application.

Cataloging Policies and new location**Emily King**

Per request of Richmond CC, Ernest moved that a non-holdable location of EDUGRANT be created. Emily seconded and the motion carried.

Emily presented the proposed ebook policies and procedures documents. Libby suggested that a version/revision date and page numbers be added to the documents. Roxanne moved and Ciara seconded that these documents be approved with these additions, and the motion carried.

The following policy statement was presented for approval: *CCLINC school barcodes have prefixes that reflect the school's identity. Therefore, if materials are permanently moved from one school to another within the consortium then they need to be re-barcoded with the barcode of the receiving library.* This policy is to be applied when one library is giving/donating/selling or otherwise permanently parting with their items to another library. It is not to be applied when materials are loaned on a temporary basis. Roxanne moved and Deborah seconded that this policy be approved. The motion carried.

Other New Business – Ad Hoc Committee**Roxanne Davenport**

Roxanne brought up the point that there is no easily accessible archive of existing CCLINC policy actions – only the latest minutes are online and accessible to members. Ruth advised that she had electronic copies of all minutes since the Sirsi install. Much discussion ensued, during which Colleen suggested an ad hoc group be formed. Roxanne and Ciara agreed to form an ad hoc policy review group. Their charge is to review the past Steering Committee minutes for policy actions not documented elsewhere, and to recommend a means for making them accessible to the membership.

Acquisitions Subcommittee Report**Tonya Robinson**

Tonya is looking at the acquisitions functions in the Java client.

Cataloging Subcommittee Report**Emily King**

No report. Emily is planning a meeting for sometime in May.

Lending Services Subcommittee Report**Deborah Foster**

Deborah reported that the Lending Services training session planned for LRA turned into more of a roundtable. Attendees agreed that ILL users need more training, and that procedures are sometimes not being followed. There is also a policy conflict in ILL borrowing where the initial loan period is based on the borrowing school's policy, but the renewal term is based on the lending school. Also, it was mentioned that there was a problem with some patrons, such as faculty, having an extremely long checkout period. The subcommittee will be doing a survey to get input on these issues.

Media Booking Subcommittee Report**Ciara Healy**

No report. Ciara encourages more use of the booking function.

Reports Subcommittee Report**Linda Leighty**

Linda reported that all current members of the subcommittee have agreed to continue, and she hopes to recruit some additional members.

Serials Subcommittee Report**Allen Mosteller**

No report.

The meeting was effectively adjourned at 3 pm when the conference call became double-booked with another group. Ciara and Linda submitted their reports via email. The next meeting will be on June 5, 2007 at 2 pm.