

## FEBRUARY 14, 2023 CCLINC Steering Committee Meeting – Minutes

Time: 2:00pm

### **Steering Committee Members**

**Teresa Frohock (Rockingham CC)** Steering Committee Chair  
**Alicia Hartley (Caldwell CC)** Steering Committee Vice-Chair  
**B.J. Thompson (Central Carolina CC)** Past Steering Committee Chair  
**Stephanie Bowers (Pitt CC)** Cataloging/Serials Subcommittee Chair  
**Lisa Dees (Wake Tech CC)** Lending Services Subcommittee Chair  
**Amber Jacks (Caldwell CC)** - Reference/Instruction Subcommittee Chair  
**Jennifer Mincey (Wake Tech CC)** – Reports Subcommittee Chair  
**Hollie Johnson (Wake Tech CC)** – Training Subcommittee Chair  
**Vacant** District 1 Representative  
**Stephanie Bowers (Pitt CC)** District 2 Representative  
**Jenny Thomas (Randolph CC)** District 3 Representative  
**B.J. Thompson (Central Carolina CC)** District 4 Representative  
**Dana Glauner (South Piedmont CC)** District 5 Representative  
**Alicia Hartley (Caldwell CC)** District 6 Representative  
**Colleen Turnage (NCCCS)** Director of Library Services  
**Drew McNaughton\*** SirsiDynix System Administrator  
**Kathy Davis\* (NCCCS)** Associate Vice President, Distance Learning Technologies  
**Touger Vang\* (Montgomery CC)** CCCLA Representative

*\*Non-voting member*

Absent: Lisa Dees (Wake Tech CC), Jenny Thomas (Randolph CC), Amber Jacks (Caldwell CC), Colleen Turnage (NCCCS), and Kathy Davis (NCCCS)

***Minutes for the November 15, 2022 meeting:*** *The minutes were approved through an asynchronous meeting. The vote was unanimous.*

***Note on the February 14, 2023 meeting:*** *The Steering Committee met one week early due to the chair's health issues.*

### **OLD BUSINESS**

- I. **Cooperative Agreement**— *[For the full background, please reference the October 18, 2022 minutes].* No action has been taken.
- II. **Best practices for inventory.** Colleen (NCCCS, Director of Library Services) mentioned that several schools are looking for ways to handle inventories and suggested that the Steering Committee devise guidelines for best practices.

**Update February 14, 2023:** No report.

## **NEW BUSINESS**

### **I. Elect a chair for the 2023/24 Steering Committee**

Hollie Johnson (Wake CC) is the 2023/24 Steering Committee Chair

Alicia Hartley (Caldwell CC) is the 2023/24 Steering Committee Vice-Chair

### ***District and Subcommittee Reports***

**District 1—Vacant**

**District 2—Stephanie Bowers:** No report

**District 3—Jenny Thomas:** Absent

**District 4—BJ Thompson:** No report

**District 5—Dana Glauner:** No report

**District 6—Alicia Hartley:** No report

**Lending Services – Lisa Dees:** Absent

**Cataloging/Serials – Stephanie Bowers:** No Report

**Reports—Jennifer Mincey:** The Reports Subcommittee had one college reach out in December 2022 for assistance with a User Report.

**Reference/Instruction—Amber Jacks:** Absent. (Amber emailed the chair prior to the meeting and said her subcommittee had nothing to report.)

**Training/Ad Hoc Committee on DELETEME Process—Hollie Johnson:**

**Training:** Nothing to report.

**Ad Hoc Committee on the DELETEME Process:** I met with Drew before break and the meeting helped me get a much better understanding about how to proceed. Basically, there are two options. One is the "Sirsi way" and one is the "DELETEME" way. These are the names I use to separate the two processes/options. The "Sirsi way" is the process Drew presented late last year. The "DELETEME way" is the John Wood process that we use

now. These are not official names, just a way to help me explain things and keep them separate in my head.

When the Steering committee first talked about reviewing the deleteme process, there was a suggestion to send out a survey so we could find out what the members do and why they do it. Drew was the person who wanted this information. After talking with different people who were around when the DELETEME way started, I realized that we won't get much out of a survey because most campuses only do the DELETEME way because they were told to by the systems office.

I explained to Drew that taking time to do this survey would not be worth it. "Because we were told to by John Wood" doesn't give us anything useful to move forward with. Drew agreed with me, and no longer needs this survey. I think this is a good thing. We can move forward with defining a useful process rather than collecting data on past behaviors.

### **Background Information**

The process for removing items from the collection using the Sirsi way is the standard process created by SirsiDynix for SirsiDynix users. Drew recently gave the steering committee a document about it. The "Sirsi way" involves checking out items to the user "Discard." I learned that there was a big problem in the past with this process and people pushed back because it altered checked out item statistics and skewed report results. Obviously, this was not a good thing. This is probably why John created the "DELETEME way."

However, SirsiDynix corrected this flaw a long time ago. Checking out items to Discard user does not mess with circulation records anymore. But for whatever reason, the "DELETEME way" stayed with us.

Meeting adjourned: 2:35 p.m.