CCLINC Steering Committee Meeting Minutes

July 16, 2024
Time: 2:00pm

Steering Committee Members
Hollie Johnson (Wake Tech CC) Steering Committee Chair
Vacant -Steering Committee Vice-Chair
Sharon Hedgepeth (Gaston CC) Cataloging/Serials Subcommittee Chair
Lisa Dees (Wake Tech CC) Lending Services Subcommittee Chair
Vacant -Reference/Instruction Subcommittee Chair
Jennifer Mincey (Wake Tech CC) Reports Subcommittee Chair
Vacant – Training Subcommittee Chair
Shirley Outlaw (Albemarle) District 1 Representative
Vacant District 2 Representative
Jenny Thomas (Randolph CC) District 3 Representative
Megan Williams (Fayetteville Tech CC) District 4 Representative
Dana Glauner (South Piedmont CC) District 5 Representative
Vacant- District 6 Representative
Birch Barnes (NCCCS) Director of Library Services
Drew McNaughton* SirsiDynix System Administrator
Kathy Davis* (NCCCS) Associate Vice President, Distance Learning Technologies

New Business:

Blue Cloud Analytics access and requirements

- If a staff member needs access to Blue Cloud Analytics, the Campus Librarian needs to contact Drew McNaughton, the SirsiDynix System Administrator.
- There is a required curriculum of 3 self-paced online training classes. Easch section is about 20 minutes in length. Drew will send information about accessing these classes to the user.

Library Statistics

- 2023-34 library statistics were sent to Birch Barnes. We will discuss more about this at next month's meeting.
- Numbers for checkouts and then also a separate total for checkouts with renewals was added to this set of statistics because some reports, some accrediting agencies do not want renewals with checkouts, whether it is checkouts for standard checkouts or reserves.

OLD BUSINESS

New Discard procedure -updates, questions, concerns

- The new DISCARD procedure started on July 1,2024. All libraries should now only be using the DISCARD procedure to remove items from their collection.
- Do not use the old DELETE ME procedure anymore.
- Statistics from last year's DELETE MEs were included in the set of statistics sent to Birch this week.

Catalog and Sirsi training- update from working group

- There have been questions about who would be managing and running, cataloging training, and then what the best options for Sirsi training are.
- These things are very different.
- A small working group is going to be meeting to set up a training information document for CCLINC members.
- During the first meeting, it was decided that we will not require a minimum position level for catalog training like the former Director of Library Services did. However, Campus Librarians must contact Birch to request the access for smart port training for staff members.
- Campus librarians will need to vouch for their staff member and confirm that the staff member has a background in libraries and has a clear understand of the basics of cataloging.
- Drew requested to be added as a working group member for this project.
- For Sirsi training, we are reviewing the training options available in Mentor and plan to discuss the best training options for the Sirsi system in the next meeting.
- The goal for this project is to define the differences between Sirsi training and catalog training and explain how people can learn about these things and what they need to do to access training.

September Meeting Rescheduling

The September meeting will be rescheduled for a week later. The meeting will be on September 24th.

Subcommittee and District Reports

Cataloging- No report

Lending Services- A reminder to everyone to always check which campus they are sending things to. Many of our colleges have multiple campuses.

Reports- Nothing to report

Systems Office – Nothing to report

Districts 1-6 : Nothing to report

Meeting Adjourned 2:35PM