Library Science Cluster Meeting  
August 12, 2010  
2:15 p.m. – Melbourne campus, 5-123


New faculty: Jill Simser transferred from the Titusville campus to the Cocoa campus effective August 12, 2010. Jill’s old position in Titusville is being advertised.

Discussion of the morning Welcome Back presentation: Laura Dunn’s presentation was motivational. The SACS accreditation process is supposed to be a helpful, positive growing experience.

Student handbook discrepancies: Cocoa is the only campus library that distributes handbooks and even there not many are distributed. Warning students about the differences should be minimal because students don’t normally get handbooks at the libraries.

Curriculum changes: Debbie and Duke are offering two sections of LIS1023 at Palm Bay this fall. They have developed promotional materials that the other campuses may use if they offer LIS1023. As of the day of this meeting, seven students are enrolled. The course materials have also been updated to include new technology.

Joanne’s LIS2004 class at Titusville is full this semester. It’s an online session running from September to December; the shorter semester has proven to work better for this class than the longer semester.

Curriculum calendar: If any changes are to be made, please follow the timeline we were all emailed. The Academic Affairs Committee (AAC) hasn’t yet finalized all dates but follow the information we were given until notified otherwise.

Core abilities: The group informed Duke about the process of creating and incorporating Core Abilities into curriculum at the college; Duke wasn’t yet at BCC when this process was underway. LIS and BILT objectives should be linked to the Processing Information Core Ability.

The question arose as to whether courses other than LIS that list Process Information as a Core Ability match the understanding of the term that the Process Information Core Ability Committee decided upon. In some instances this doesn’t appear to be the case. Is there a committee or process in place to verify that the Core Abilities are following the same understanding across curriculum?

Debbie suggested that the Library Science Cluster supply an assessment or a link to the assessment so that faculty would have one available to use.
The question arose as to whether students who don’t have specific library instruction would fail the Process Information Core Ability as it is currently written. Health Sciences and EAP appear to have different standards for Process Information.

Karen Simpson is going to a class on using WIDS August 20, 2010 and may learn more about this at that time. Dr. Miedema is coming to our next Library meeting August 25, 2010 and we can get a better understanding when we talk to her.

Talking to other libraries about their SACS accreditation process was suggested. UCF, Lake Sumter Community College, and Seminole State College are undergoing the process and have stated they are willing to share their information about the process.

Debbie said she had recently spoken to Palm Bay provost Bev Slaughter about attending SACS training. She had not committed to attending but thought that the college might allow one of the librarians to go.

Before our next meeting August 25, 2010, each librarian needs to review assessment questions in ANGEL to determine if the questions need to be updated. The questions were divided as follows:

- Carrie & Norma: section 5
- Debbie: section 1
- Duke: section 2
- Jill: section 6
- Joanne: section 4
- Karen M: section 7
- Karen S: section 0
- Ken: section 8
- Michelle: section 3
- Norma & Carrie: section 5

**Academic Affairs Committee:** The next meeting will be August 20, 2010. The UFF-Brevard contract mentions subcommittees but not all have been created yet. There is still some confusion as to the differences between the old Library Advisory Committee and the newly-named Learning Resource Committee.

There is also interest in the Academic Technologies Committee, especially regarding how upgrades affect classroom experience. The IT department of the college appears to be driving database and Windows 7 issues. The Academic Technology Committee is separate from the ANGEL Steering Committee. Jill asked if we wanted her to continue on the ANGEL Steering Committee or if anyone else would like to volunteer. No one wanted Jill to leave the committee so she will stay.

**Welcome Back:** Debbie asked the group what each campus was doing for Welcome Back activities. Debbie and Duke are attending the Palm Bay adjunct orientation the evening of August 12, 2010. They are not distributing packets: their information went to the Academic Center for Excellence (ACE) web site. At the orientation Debbie and Duke would like to present information on citation workshops, LIS1023, the new library web page, and LibGuides.
Library web page issues: While looking at the library web page, the group decided to ask for the copyright information under the News & Events link to be collapsed or made into a link itself so that other news would be more visible. Also, the hours section no longer has variations for holidays, final exams, etc. marked in red so that students may see changes more readily. The group decided to ask for the hours section to return to using color and immediately visible statements to denote changes.

Joanne also noted that the American History in Video database has transcripts of dialog next to the videos. This could be promoted as a service to students with hearing impairments.

The group discussed whether the librarians should not recommend using the Article Search feature of the new web page. The group unanimously agreed to direct students to the database area directly because of the number of problems with Article Search.

The new books listed under the faculty services link have not been updated since March and the copyright information there needs to be collapsed there as well. The recommendation was made to ask Nancy Grossman to update the new books list.

A suggestion for a small web page committee to check content was made. Specific initial recommendations were to see that pages linking off the main page have headers and footers so that users may see it's a library link and to change the eLearning to eBrevard to match the current name change.

Library database subject headings: Carrie and Karen MacArthur discussed proposed changes in the database headings to match the wording of the BCC course catalog. The group approved or disapproved each of the major subject headings; a complete list of approved changes will be given to Jill, our new CCLA administrative contact, for submission to CCLA.

Birthdate as library PIN: Karen S proposed that students use their B number rather than a library number so that once they register they have access to library resources. Currently students have to wait until they receive a library number after they register. Christal Wood wrote a procedure for changing this before she retired. Over the next year the librarians would like to transition to using the B number instead of a library number.

Over the next year or so there will be an overlap time when librarians must teach students which login and password to use until the use of library numbers for logins and the last four digits of social security numbers has phased out. As students cease taking classes at BCC, the numbers of students needing instruction in this will decline.

The question arose as to what to do with community patrons who will not have a B number. There is no definite answer to this situation at this time.

Karen Simpson noted that using the MyBCC portal doesn’t give full access to the Primo e-shelf at this time.
Login poster: Jill would like to have posters for logins at each campus BI room.

Other: The Melbourne campus will not be renovated and the BI room, despite its computer problems, will not be addressed. Hands-on practice for students in this room isn’t possible while the computers aren’t functioning. Also, the room isn’t ADA compliant.

The Titusville campus BI room had to have the door removed in order to become ADA compliant. This creates a noise issue and already there are seven classes scheduled for the room. Currently there is no campus provost to address this problem.

Minutes submitted by Karen MacArthur.