### Agenda topics

**BETTER WORLD BOOKS**

| DISCUSSION | Megan Meberg from BWB spoke to cluster about library program for discarded materials. Melbourne and Palm Bay are participating. Books can be separated with ISBN and no ISBN. BWB also takes DVDs and CDs. We have a collegewide contract and receive 15% of materials BWB sells. Funds are then deposited into a credit fund at Ingram. Michelle has not received any statements yet. Megan to work with Ingram to set up more seamless process for BCC. |

**CONCLUSIONS**

Megan to work with Ingram to set up more seamless process for BCC.

**COMMITTEE UPDATES**

| DISCUSSION | DA distributed a 2012/2013 handout listing librarian liaison areas and committee involvement. |

**ASSESSMENT (DA)**

| DISCUSSION | AA program assessment work day scheduled for Friday, Sept. 14 in Cocoa. KarenSim to book room. Debbie shared core ability matrix for AA program. LIS 1023 and LIS 2004 have been removed as the curriculum needs to be rewritten. Also DA shared assessment plan template for Career and Technical programs. Four sections are included:  
A. Program Student Learning Outcomes  
B. Program Student Learning Outcomes Targeted for Improvement  
C. Program Narrative  
D. Results of Reassessment  
Librarians will be writing the (C.) Program Narrative for Information Literacy. Everyone should participate in writing the section. Lake Sumter or Palm Beach State's program narratives are examples librarians can look at to get an idea of what is included. |

<table>
<thead>
<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>All librarians</td>
<td>By next cluster meeting</td>
</tr>
<tr>
<td>D. Anderson</td>
<td></td>
</tr>
</tbody>
</table>

MR volunteered to write 1.) Program History & 2.) Development of Program Learning Outcomes

DA volunteered to write 3.) Development of Program Learning Outcomes Assessment & 4.) Outcome Measures Targeted for Improvement

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 1. Program History</td>
<td>MR</td>
<td>Next Cluster Meeting (not</td>
</tr>
</tbody>
</table>
Committee Update

BILT 2.0 DISCUSSION

BILT 2.0 Committee (KL)– The committee made plans to convert the BILT content and assessments using SoftChalk Cloud, as recommended by Academic Technology and voted on by Cluster. The AVP of IT has denied the $395.00 license request for SoftChalk Cloud, citing her concern that content and assessments will be stored outside of the BCC server and are not secure.

The functionality of ScoreCenter in SC Cloud for our assessments and the fact the committee could work on the BILT modules collaboratively were the benefits for requesting this product. Also the ScoreTracker in SoftChalk’s desktop version has been retired.

Discussion of how to proceed ensued. (1) Suggestion made to write a white paper to present to the ETAS subcommittee. Next meeting is Aug. 30th. (2) Email to B. Wesel justifying purchase (3) Meet with AT to discuss options

CONCLUSIONS

In the meantime librarian volunteers can continue to convert the modules to SoftChalk. The following librarians will help with the conversion of BILT modules to SoftChalk: KS, AO, DD, JS, KL. The folks involved in the conversion will be part of a workgroup chaired by DD. The first face-to-face meeting will focus on module consistency with regards to style, design, navigation and organization. DA mentioned again the abundance of online SoftChalk tutorials.

ACTION ITEMS

<table>
<thead>
<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DA</td>
<td>Next few weeks</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Committee Update

WEBPAGE DISCUSSION

BCC Libraries Web Page Committee: (JS) Discussion centered around PRIMO layout. Many links from the home page are duplicated here. Cluster was shown nine possible layouts for PRIMO customization. Cluster voted on layout 8. New books will be removed as there exists a New Books/Materials Libguide. Links and headings were also decided for the two columns.

Heading for column one will be: Resources & Services

Links:
  - Bilt & Tutorials
  - Citation Guides
  - Course Reserves
  - Request Materials
  - Research Help (LibGuides)
  - Wireless Access

Heading for column two: Library Information

Links:
  - About Us
  - Contact Us
  - Hours & Locations

Also, cluster agreed PRIMO page should open in a new window. Suggestion was made that Advance Search screen appear when patron login from BCC library page. Some agreed.

CONCLUSIONS

ACTION ITEMS

<table>
<thead>
<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PRIMO page layout and links to be changed.  
Nancy/Jill  
8/31/2012

Look into changing the landing page to Advance Search when patron logs in from BCC library page

EREADERS

(MR and JS) There are campus licensing issues. Inconsistently, up to 7 licenses can be distributed for each ebook purchased. The acquisition process is time and labor intensive. Question arose – how do the campuses want to distribute licenses? Several were ideas brought forth.

1. an ebook is purchased by a campus to ONLY load the title on the owning campus’ devices (Kindle) regardless if there are additional licenses that could be distributed.
2. send an email to campuses to inform there are extra licenses for an ebook. Left over licenses would be distributed on a first come – first served basis.
3. campuses share additional licenses with their regional north or south partner. For example, if a north large campus orders, then extra licenses would go to a south small campus. Ex. CO orders, PB gets extra licenses. If a south small campus orders, then extra licenses go to a north large campus. Ex. PB orders, CO gets extra licenses.

OR:
Ex. ME orders, TV gets extra.
Ex. TV orders, ME gets extra.

The cluster agreed on option #3.

iPads – Concern raised that iPads will have limited use to students overall. Checkout for the iPad is restricted to students identified by OSD. Several suggestions for iPads:

- Permanently loan them to OSD
- Make iPads available to all students as a Library-Use Only item. If OSD student wishes to check one out, the device would be available
- Concern voiced regarding the lack of functionality of the Ipads with the current voice software installed.

Dean’s office to initiate a student user survey. This is the first term to offer eReaders. Discussion tabled until the term is over.

ACTION ITEMS

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discuss project outcomes</td>
<td>Librarians</td>
<td>End of Fall 2012</td>
</tr>
</tbody>
</table>

EJOURNAL SUBSCRIPTIONS FOR 2013

MR spoke about the Cocoa eJournals Pilot Project. Approx. 28 of Cocoa’s print subscriptions are being converted to eJournal only format starting Jan. 2013. Making this change will allow access to all campuses and save money. Titles selected were either embargoed or not available in fulltext in the databases. Titles will be authenticated by FLVC. The workflow and time it takes to set up these subscriptions are being monitored.

ERESOURCES

KS and JS presented Cluster with a statistical spreadsheet showing number of monthly connections and annual pricing of BCC licensed eResources for 2011-2012. The list of statewide eResources was also shared. Licensing and purchasing allocations were discussed. Librarians were asked to give feedback for additions/deletions by the next cluster meeting.

Overdrive – Cluster will want to look at Overdrive to see if there are enough titles available for academic content. OD contains eBooks, audiobooks, video, and music titles. Cost is approx: $18,000.00 - $9000 of which is available for the purchase of titles. Cluster can decide at next cluster meeting.

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Librarians were asked to give feedback for additions/deletions to list of resources content</td>
<td>All librarians</td>
<td>Next Cluster Meeting</td>
</tr>
<tr>
<td>Librarians look at Overdrive to see if there is enough academic content to justify purchase</td>
<td>All librarians</td>
<td>Next Cluster Meeting</td>
</tr>
</tbody>
</table>

Meeting adjourned: 12:50 p.m.

Since the Cluster will be meeting face-to-face to continue work on assessment on Sept. 14, our next Cluster meeting will be held via Wimba and phone

D Anderson to schedule meeting after the 14th

Early Sept. Doodle Poll