

Minutes of the Meeting of the GCG Libraries Group held on 22 September 2005 at 2.30 p.m. in Laird Learning Suite, Glasgow Metropolitan College, North Hanover Street.

Sederunt: Tony Donnelly, GMC
 Margaret Scalpello, GCNS
 Donald Morrison, Langside College
 Kirsteen Dowie, Central College of Commerce
 Linda Vaughan, Stow College
 Elisabet Minkova, Anniesland College
 Chris Rogers, North Glasgow College
 Duncan Chappell, GMC

In attendance: Mark Clark, GCG
 Fionnuala Carmichael, JISC RSC South & West

ITEM		Person	Date
	<p>Apologies Loraine Forde, Cardonald College</p> <p>Welcome Duncan Chappell, IT Librarian at GMC was introduced to the Group.</p>		
1.	<p>Minutes of last meeting</p> <ul style="list-style-type: none"> • Minutes of the meeting 9 August 2005 were agreed as a true record. 		
2.	<p>Matters arising</p> <ul style="list-style-type: none"> • All matters are on the agenda. 		
3.	<p>JISC update (Fionnuala Carmichael)</p> <ul style="list-style-type: none"> • Fionnuala highlighted the e-Merge training already provided by RSC South & West. There is still money to be spent and suggestions were required, before December when all funding must be spent. • The Group agreed that systems administration training for each college would be desirable. RSC would organize this. Chris should let Fionnuala know which topics need to be covered, and she will contact Roger Hammersley at Dynix to organize training. • Fionnuala also highlighted the ongoing funding for project-based training, which aims to enhance ICT skills amongst FE staff. It has been extended to Learning Resources staff. After 2 days training, staff time is bought out via funding from JISC RSC to allow staff to consolidate skills and produce learning materials. Induction, information skills etc may be areas for development. • A letter will arrive shortly to outline this new phase of the project. 	<p>CR</p> <p>FC</p>	<p>ASAP</p> <p>ASAP</p>

	<ul style="list-style-type: none"> Resources produced by teaching staff are already available on RSC website: http://www.rsc-sw-scotland.ac.uk/projects.htm Contact Fionnuala for further information: fcass001@udcf.gla.ac.uk 		
4.	<p>Representation on Groups/GALT update</p> <ul style="list-style-type: none"> Chris reported on the recent GALT meeting, where the topic of CLA licensing arose. ASC have agreed for FE to sign the latest license, but colleges are not happy as digitization is part of the agreement i.e. no option but to take the full license. Caroline Cochrane at RSAMD has a collection compliant with DDA with regards book signage. Anyone interested in seeing this should contact Caroline at RSAMD. Tony is still a member of CAFÉ – Copyright Group at SFEU but with the new Communities of Practice, this group is in limbo. Tony is the FE representative for IRIScotland: Institutional Repository Infrastructure for Scotland – a project funded by JISC to: “Explore - in collaboration with university senior managers and researchers - ways of bringing about cultural and organisational change by developing institutional research publication policies, procedures and mechanisms” and “Develop a broad framework for a distributed institutional repository infrastructure for Scottish research and experiment with both a collective hosting repository” More info: http://www.jisc.ac.uk/index.cfm?name=project_irisotland Mark is on the JISC RSC SW Steering Group. He can feedback to the Steering Group on developments, courses, etc. Chris will see Loraine who had previously been GALT representative and decide who should continue as rep. SCURL is looking for a FE representative, Scotland wide. 	CR	Next meeting
5.	<p>SFEU Community of Practice</p> <ul style="list-style-type: none"> Chris is attending a meeting on 27 September and will report back to the Group. 	CR	Next meeting
6.	<p>Horizon</p> <ul style="list-style-type: none"> Catalogue clean up – the bid document cannot be located. Chris will contact BDS for quote again and pass to Mark to process 	CR/MC	ASAP

	<p>order.</p> <ul style="list-style-type: none"> • Requests – HIP has been reconfigured to be accessed via new ports. It has tested successfully. Week beginning 26 September, the new ports will be tested on GMC client, and then be rolled out to all other colleges. The configuration will be sent to Network Managers in each college. • Systems Administration – it was suggested that Tony, Mark and one other should form the interview panel for the post. Short listing to be completed by Tony, Mark and one other (Chris or Kirsteen are willing). The post will be advertised in the Herald and other relevant publications. Chris to email Mark contacts for advertising. • ISBN 13 – Clarification is still awaited from Dynix. Mark to chase up. 	MC	W/b 26 Sept
		CR	ASAP
		MC	Next meeting
7.	<p>AOCB</p> <ul style="list-style-type: none"> • No other business was discussed. 		
8.	<p>Data of next meeting Tuesday 1 November 2005 – GMC Cathedral Street, in the Boardroom.</p>		