

Minutes of the Meeting of the GCG Libraries Group held on 9 June 2005 at 2.30 p.m. in Anniesland College.

Sederunt: Tony Donnelly, Glasgow Metropolitan College
 Andy Jackson, Glasgow Metropolitan College
 Donald Morrison, Langside College
 Kirsteen Dowie, Central College of Commerce
 Linda Vaughan, Stow College
 Loraine Forde, Cardonald College
 Chris Rogers, North Glasgow College
 Elisabet Minkova, Anniesland College
 Suzanne Hollywood, Anniesland College

In attendance: Mark Clark, GCG
 Gordon Hunt, NLS

ITEM		Person	Date
	Apologies Margaret Scalpello, GCNS		
1.	Minutes of last meeting Minutes of the meeting 28 April 2005 were agreed as a true record, with the following amendments: <ul style="list-style-type: none"> • 'Airts' is the project Andy will be representing GCG on (not 'AIRTIS') • For the sister-project, IRIScotland, Tony is representing Glasgow Met. only, not GCG as a whole • Andy's new job title is IT Librarian & Centre Manager 		
2.	Matters arising <ul style="list-style-type: none"> • Chris contacted Fionnuala Carmichael at JISC RSC but no training is planned. • Donald is still unable to access Horizon's inventory module. • Requests – ports need to be opened to allow requests to be placed on StaffPAC (goes via the HIP). One of the ports (444) is a potential security risk and so Dynix will need to re-configure the setup and ports be opened at each college to allow access. Mark will contact Dynix about this and process a log if needed. 	MC	ASAP
3.	NLS developments (Gordon Hunt) <ul style="list-style-type: none"> • Gordon Hunt – Director of Customer Services at NLS which covers enquiries, reference services, reading room, inter library services, cataloguing, borrower registration, and 		

	<p>education activities.</p> <ul style="list-style-type: none">• Since the appointment of Martin Wade as National Librarian, restructuring has been undertaken of staffing and a consultation process has resulted in a new strategy for NLS; set out in <i>Breaking through the walls</i> (available at: http://www.nls.uk/professional/policy/docs/strategy2004.pdf)• NLS priorities are widening access and developing links with other organizations.• NLS has around 350, 000 new items every year; the stock has doubled in size in the last 20 years to around 12.5 million items and over 40 miles of shelves. It is estimated that NLS will run out of space by 2025. NLS can either extend the current site, has a new building constructed outside Edinburgh, or have distributed collections – no decision on this as yet.• Due to the Legal Deposit Act 2004, NLS can claim electronic copies of items for preservation purposes. There are still a number of issues to work out so this will probably take about a year to be operational.• Widening access – a new admissions policy is being introduced – i.e. anyone who needs to use the NLS will be admitted as all citizens of Scotland are entitled to use NLS. Smart cards will be used where possible. By the end of the year, online registration will be available.• Building work will take from September to January to complete which will redesign the entrance to contain PCs, registration desk and enquiry service which will be more welcoming.• Partnerships with other libraries in Aberdeen, Moray, and Glasgow have been established.• Issues to be addressed include digitization, memberships, remote access of resources e.g. digitized maps are now available on the website.• More events and education activities have been undertaken and planned. Links with community groups and creative writing groups		
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	<p>have been successful.</p> <ul style="list-style-type: none"> • FE not yet involved, but contact Gordon if FE College wants to become involved. • Chartership programmes have been running in house at NLS and a pilot with CILIP of ACLIP qualifications for paraprofessional library staff is underway. • John Murray archive has been offered to NLS. Funding has been provided for part of the cost, but a funding campaign is underway. • Gordon Hunt can be contacted at: G.Hunt@nls.uk 		
4.	<p>GALT</p> <ul style="list-style-type: none"> • Chris attended a meeting on 9 June but nothing of consequence to report. 		
5.	<p>AIRTS</p> <ul style="list-style-type: none"> • Unfortunately this project will not be running due to lack of funding. • IRIScotland will run, starting in September. 		
6.	<p>GCG Operational/Strategic Plan - comments</p> <ul style="list-style-type: none"> • Any responses on the document circulated by Ian Matheson should be sent to Chris for collation. 	Group/ CR	ASAP
7.	<p>Horizon</p> <ul style="list-style-type: none"> • Catalogue clean up – quotes have been difficult to obtain due to the uncertainty of the scale of the project. As it will probably be such a low expenditure, Chris will go ahead and place an order to BDS. Mark to forward an order form to Chris. Andy will check with Dynix about dividing the “bad” bib records by location. Each college will decide if bibs can be deleted or not. • Systems Administration – The Principals Group have agreed to the appointment of a Systems Administrator on a fixed year contract, with the option to extend. A location of the post holder has not been decided. The Group have to provide milestones and outcomes for the position and a job description. Papers have already been written on this, so a re-working is all that is needed. Ideas and comments to Chris. Lorraine volunteered to join the sub-group and Chris will organize a meeting ASAP. 	MC/CR AJ Group CR	ASAP ASAP ASAP ASAP

	<p>Anything which each college would like included in the milestones for the position, should forward their “wish list” to Chris. Chris will contact John Wheatley for a representative for the meetings.</p> <p>Stow’s new location code will create a lot of work, and Andy and Chris will look at this.</p> <ul style="list-style-type: none"> • Merger at the Met – the merger of the 2 library catalogues will be funded through merger funds. The merger will take place hopefully by the end of July to allow time for testing. • Shared bib records – for electronic resources this means input of a URL in 856 field, which may be different for each college depending on access. Discussion on this, led to agreement to have separate bib records for e-resources and use the 856 Z field to indicate location. • Z39.50 to CAIRNS – Stephen Winch, SLIC, has set up the link between Horizon to CAIRNS. See http://cairns.lib.strath.ac.uk/ This allows searching all GCG at once and will display title and author only. You see which location the item is held at by clicking on the title. Some indexing is needed to allow searching by college. • ISBN search – an exact search is available using Staff PAC. 	<p>Group</p> <p>CR</p> <p>CR/AJ</p> <p>Group</p>	<p>ASAP</p> <p>Next meeting ASAP</p> <p>Ongoing</p>
8.	<p>AOCB</p> <ul style="list-style-type: none"> • Chris is acting Chair at present, but will continue as Chair in the new session. • The day meetings are run will be changed to Tuesdays. 		
9.	<p>Date of next meeting</p> <ul style="list-style-type: none"> • Tuesday 9 August 2005 10 am at NLS – meeting followed by lunch and a tour of NLS. (Chris to liaise with Gordon). 	CR	1/8/05