

Minutes of the Meeting of the GCG Libraries Group held on 4 May 2006 at 2.30 p.m. in the Seminar room, Langside College.

Sederunt: Chris Rogers, North Glasgow College
 Donald Morrison, Langside College
 Elisabet Minkova, Anniesland College
 George Harkins, GCG
 Kirsteen Dowie, Central College of Commerce
 Linda Vaughan, Stow College
 Loraine Forde, Cardonald College
 Margaret Scalpello, GCNS
 Tony Donnelly, GMC

ITEM		Person	Date
	Apologies No apologies.		
1.	Minutes of last meeting <ul style="list-style-type: none"> Minutes of the meeting 1 November 2005, and 3 February 2006 were agreed as a true record. 		
2.	Matters arising <ul style="list-style-type: none"> Cataloguing – owing to deletions at Stow, a new report on items for upgrading is needed. George will provide a new listing for Libraries needing an updated list; Group to contact George as required. John Wheatley – new building will be opened on 29 July 2006. George has been helping with a lot of preparation work. Two library systems will be running simultaneously – Horizon and Galaxy. Contract has been signed between Glasgow City Council and John Wheatley College. A question of data protection and student records is a concern. Group agreed to wait and see how the partnership develops, but to closely monitor the situation. 	Group/ GH	Ongoing
3.	Election of new chair <ul style="list-style-type: none"> Chris tendered his resignation as Chair and proposed Tony as new Chair. Tony was elected unopposed. Tony highlighted 3 issues, which will shape the future of the Libraries Group focus as he saw it: city centre colleges re-organization; developments of Horizon; and Library 2.0. 		
4.	City centre college reorganization and implications for library services <ul style="list-style-type: none"> GCNS and Glasgow Metropolitan College have agreed a memo of intent to merge. The 		

	<p>position of Stow and Central Colleges is still in question. This has obvious implications for stock transfer, harmonization of procedures and policies, e-resource subscriptions, etc.</p> <ul style="list-style-type: none"> • Tony highlighted the Group should be focusing on contingency thinking at this point and the Group will revisit this item. • Loraine highlighted the new Barrhead campus proposed as a collaboration project with Cardonald and Langside colleges. There is possible public library involvement too. She will keep the Group updated. 	Group	Ongoing
		LF	Ongoing
5.	<p>Horizon</p> <ul style="list-style-type: none"> • Webreporter – SirsiDynix installation team will install Webreporter in July/August. A new server is required for this package. • PC Reliance – George is re-installing this at each college. He has a solution to ensure it works, but the new barcodes must be used. All to re-barcode stock. George will ask Mark to re-order barcodes. • Reservations – George and Mark will be in touch with all IT departments to make the necessary amendments to firewalls to allow Staffpac reservations to be made. • Training – George is working on interactive training materials for the various Horizon modules. • GCG auditor – a report will be ready in 2-3 weeks on GCG’s portfolio of work. George will pass auditor’s details onto Tony. Tony to contact the auditor for a copy of the report when completed. • Bimport – there is a firm commitment to complete Bimport this summer. • Horizon upgrade – this is on hold until next summer to allow for bugs in the new HIP portal technology to be fixed before we upgrade. 	GH	ASAP
		GH/MC	ASAP
		GH/MC	ASAP
		GH	Ongoing
		GH/ TD	ASAP
6.	<p>AOCB</p> <ul style="list-style-type: none"> • Tony reported on the session he and Kirsten attended at Edinburgh, where the core common qualifications for archive, library and records management staff were discussed. Rhona Arthur from SLIC outlined the IT qualification for library staff – advanced certificate. GMC have planned a range of in-house library training this summer. He will contact Rhona to find out if it would provide 		

	<p>evidence for the qualification. Tony will advise Group on outcome.</p> <ul style="list-style-type: none"> • Chris was interested in finding out if any other library was involved in delivering information handling skills unit – no-one directly involved. • The name of the Group will need to be changed by 1 August 2006. To be discussed. • The constitution of the Group needs to be investigated e.g. quarterly reports were previously submitted to the Principal's Planning Group. Tony will contact GCG for advice. • The frequency of meetings was discussed. It was agreed to hold monthly meetings until the future of GCG is decided. The first Thursday of the month was agreed. 	<p>TD</p> <p>Group</p> <p>TD</p>	<p>ASAP</p> <p>Next meeting</p> <p>Next meeting</p>
7.	<p>Data of next meeting Thursday 1 June 2006 – GMC Cathedral Street, 2.30 pm</p>		