

Minutes of the Meeting of the GCG Libraries Group held on 25 September 2003 at 2.30 p.m. in North Glasgow College

Sederunt:            Andy Jackson, GCBP  
                          Chris Rogers, North Glasgow College  
                          Craig Green, John Wheatley College  
                          Donald Morrison, Langside College  
                          Linda Vaughan, Stow College  
                          Loraine Forde, Cardonald College  
                          Margaret Scalpello, GCNS  
                          Sara Fernandez, Anniesland College  
                          Tony Donnelly, GCFT

In attendance:     Mark Clark, GCG

ITEM		Person	Date
	<b>Apologies</b> Apologies received from Elisabet Minkova, Anniesland College, Kirsteen Dowie, Central College of Commerce and Laura Thompson, John Wheatley College.		
1.	<b>Minutes of last meeting</b> Minutes of the meeting 14 August 2003 were agreed as a true record.		
2.	<b>Matters arising</b> <ul style="list-style-type: none"> <li>• NetLoan - this product is too expensive to pursue. The SFEFC funded development projects to devise booking systems for PCs etc. Mark to investigate this as an option for resource booking as it would be free.</li> </ul>	MC	Next meeting
3.	<b>EASL Keywords</b> <ul style="list-style-type: none"> <li>• Discussion on the keyword situation.</li> <li>• Tony and Margaret thought around 7,000 titles could be isolated for conversion. Linda thought around 3,000.</li> <li>• Tony had spoken to Charles Keegan from EASL on this matter, and Charles will look into it and quote a price for conversion.</li> <li>• Finance for the conversion should be available (£40K available), but Mark will check funding and circulate project finance figures to Group (already with Principals).</li> </ul>	MC	ASAP

	<ul style="list-style-type: none"> <li>Andy to speak to Gordon Dunsire and SLIC re: best MARC fields for keywords.</li> </ul>	AJ	ASAP
4.	<p><b>Systems Administration</b></p> <ul style="list-style-type: none"> <li>Paper from the Group on the proposed system admin post was well received by the Principals' Group.</li> <li>The job specification, funding and interim plans have to be forwarded to the Principals Group.</li> <li>Interim support paper circulated and discussed.</li> <li>Mark raised the possibility of using SLIC services for systems admin. Mark to clarify with SLIC if this is advice or systems admin on offer and the cost of such support.</li> <li>A secondment from within the Group is also a possibility.</li> <li>Mark to discuss the options with Tom Wilson.</li> </ul>	LJ  MC  MC	ASAP  ASAP  ASAP
5.	<p><b>NGL Launch</b></p> <ul style="list-style-type: none"> <li>Suggestion from Cathy Kearney at SLIC to launch the NGL Project at SLIC event in November.</li> <li>Discussion followed and Group decided that next academic session would be better, once further investigation of collaborative practice had been undertaken.</li> </ul>		
6.	<p><b>GCG User Group</b></p> <ul style="list-style-type: none"> <li>A practitioner's group has been suggested.</li> <li>Following discussion it was agreed to await the outcome of discussions on the systems admin post.</li> <li>Also agreed was to have a period for discussion before or after each meeting to discuss Horizon problems and provide any training required.</li> </ul>		
7.	<p><b>Training</b></p> <ul style="list-style-type: none"> <li>Serials training will take place 2/3 October.</li> <li>EasyAsk training dates have to be rescheduled as week beginning 13 October is a vacation for most Group members. Mark to arrange suitable dates (2 one-day events).</li> <li>RPA - Remote Patron Access. It was agreed that training for this module would be postponed. It provides online authentication, but not via Athens.</li> </ul>	MC	ASAP
8.	<p><b>Item Barcodes</b></p> <ul style="list-style-type: none"> <li>Sample barcodes were needed to ensure each</li> </ul>		

	Library can read them. Mark to get samples for each college and then order 50,000.	MC	ASAP
9.	<b>Horizon Client Licenses</b> <ul style="list-style-type: none"> <li>Mark is collating the requirements and will verify this.</li> </ul>	MC	ASAP
10.	<b>Bimport</b> <ul style="list-style-type: none"> <li>Problems have been encountered at John Wheatley.</li> <li>The question of whether a common MIS system will be in operation and College identifiers on borrower barcodes must be addressed by MIS managers in each College. The Group must return to this in preparation for next session.</li> </ul>	Group	Jan/Feb 04
11.	<b>Bibliosource</b> <ul style="list-style-type: none"> <li>It is working at Anniesland College.</li> <li>Test database has 40,000 records upgraded. To view these, login to the test database. Any comments to Loraine ASAP.</li> </ul>	Group/ LJ	ASAP
12.	<b>Library of Congress Subject Headings</b> <ul style="list-style-type: none"> <li>LoC CD has been costed at £595 + VAT. Andy to investigate a Group deal.</li> </ul>	AJ	Next meeting
13.	<b>HaIRST</b> <ul style="list-style-type: none"> <li>SLIC will manage the metadata post.</li> </ul>		

Date of next meeting      Tuesday 21 October 2 pm, Cardonald College.