

Minutes of the Meeting of the GCG Libraries Group held on 28 April 2005 at 2.30 p.m. in Glasgow Metropolitan College, Hanover Street.

Sederunt: Tony Donnelly, GCFT
 Andy Jackson, GCBP
 Donald Morrison, Langside College
 Kirsteen Dowie, Central College of Commerce
 Linda Vaughan, Stow College
 Loraine Forde, Cardonald College
 Chris Rogers, North Glasgow College.
 Carol Woodward, Anniesland College

In attendance: Mark Clark, GCG
 Christine Irving, GCU Information Literacy Project
 Margaret Cairns, Stow College

ITEM		Person	Date
	Apologies Elisabet Minkova, Anniesland College; Margaret Scalpello, GCNS		
1.	Minutes of last meeting Minutes of the meeting 17 March 2005 were agreed as a true record.		
2.	Matters arising <ul style="list-style-type: none"> • System admin rights – each college has access to their calendar. • Chris has a list of required rights, and access to tables must be enabled. • Access to inventory is an urgent matter. Mark will organize this. Other rights can wait. • JISC Horizon training – Chris has contacted Fionnuala Carmichael at JISC, but has received no reply. Chris will chase up. • PC Reliance – many of the group still have not got PC Reliance working satisfactorily. Where it is not working, Group member to contact Andy to compare the setup with his as it is working and GMC. • Dynix Customer Satisfaction Survey – no response has been received. • Funds for GCBP/GCFT merger – an estimate from Dynix is for £1, 000 per day and between 5-10 days work for the merger of the 2 databases. The funding for this is still not confirmed, and Ian Matheson is taking it to the Principals Group meeting next month. 	MC CR Group	ASAP Next meeting Next meeting

3.	<p>Information Literacy</p> <ul style="list-style-type: none"> • Margaret Cairns is the FE representative on the advisory group for the IL project based at Glasgow Caledonian University. She outlined her involvement in the project and the benefits to FE. • Christine Irving is Research Assistant/Project Officer for the IL project and provided an outline document. She provided information on the project. Lauder, Dumfries and Galloway, and West Lothian Colleges have become involved in the project. Also working with Audrey Sutton from North Lanarkshire who is mapping IL skills to the curriculum and Edinburgh Education Service; and Abertay University where IL has been introduced within the curriculum this year. Chris Milne's presentation at the LIBnet conference is available at: http://www.sfeu.ac.uk/uploadFiles/170305_Chris_Milne.pdf • At present, Christine is interviewing focus groups of different students and if any college is interested in providing a focus group, contact Margaret Cairns in the first instance (mcairns@stow.ac.uk or 0141 564 7246). • Due to FE's inclusion policy, there were suggestions for focus groups comprising ESOL students, adult returners, those not previously covered by school or HE. • Points or queries should be sent to Christine Irving (christine.irving@gcal.ac.uk or 0141 273 1249). Her presentation at the LIBnet conference provides further details on the project and can be accessed at: http://www.sfeu.ac.uk/uploadFiles/170305_Christine_Irving.pdf • Christine also highlighted a discussion group available via JISC mail list. Further details at: http://www.jiscmail.ac.uk/lists/LIS-INFOLITERACY.html 	Group	As appropriate
4.	<p>AIRTIS</p> <ul style="list-style-type: none"> • Andy has circulated the project proposal by email. Andy is the contact from GCG for the project. • No confirmation on funding as yet. 		

	<ul style="list-style-type: none"> • A sister project IRIS Scotland is planned and Tony will be the contact for GCG for the project. • Tony and Andy will keep the Group informed of developments. 	TD/AJ	Ongoing
5.	<p>Horizon</p> <ul style="list-style-type: none"> • Catalogue clean up – Dynix reports almost 20,000 records needing upgraded. BDS can provide around 2,800 good records at a cost of 40p per record. The possibility of a Strathclyde student was discussed but it was agreed that more experience is required. There is a possibility of using existing staff. Three quotes must be sought before work can be awarded. Mark will ring fence budget for this. Chris will obtain the quotes. <p>Ghost records i.e. bib records with no items attached are increasing the number of “bad” records. The Group should delete as they come across any records, or upgrade with new records where appropriate.</p> <ul style="list-style-type: none"> • Requests – Mark has not had a reply to the log and now feels we must escalate it with Dynix. He will contact the account manager Roger Hamersley. • Systems Administration – Andy circulated the CDLR review paper, which he had just received. This paper favorably reviewed the proposal for a systems administrator and now has backing from Tom Wilson. <p>Discussion on the paper focused on emphasising the benefits to learners, the strategic direction of the Library system and how Horizon can be utilised to the benefit of the whole College.</p> <p>The proposal was circulated to 4 members of the Network Group (Fraser Organ, Gavin MacDonald, Alan Forsythe, and Tom Wilson) prior to the Network Group meeting, but no feedback has been received. Mark will check to see if Ian Matheson has received any replies, before any further action is taken. Andy will attend the Network Group meeting on 9 May 2005.</p>	<p>CR</p> <p>Group</p> <p>MC</p> <p>MC</p>	<p>ASAP</p> <p>Ongoing</p> <p>ASAP</p> <p>ASAP</p>

6.	<p>AOCB</p> <ul style="list-style-type: none"> • Glasgow Metropolitan College – Tony is now Chief Librarian, and Andy is IT Centre Manager at GMC. Both Tony and Andy are still welcome to attend meetings. • Content management – the additional Dynix module is rather expensive if hosted by Dynix, but more reasonable is on a server at GCG. It was a good system, but there are still others to be investigated. • COSMIC – Due to Laura’s continued absence, Andy will represent the Group. • Video screening service – Mark is working on this GCG project, which will utilise BBC videos and others. Needs help with metadata from the Group. Mark will post details by email. 	MC	Next meeting
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Date of next meeting

Thursday 9 June 2005 2.30 pm at Anniesland College