

Minutes of the Meeting of the Glasgow Colleges Libraries Group held on 14 September 2006 at 2.30 p.m. in the Laird Suite, Glasgow Metropolitan College.

Sederunt: Chris Rogers, North Glasgow College
 George Harkins, GCG
 Kirsteen Dowie, Central College of Commerce
 Linda Vaughan, Stow College
 Loraine Forde, Cardonald College
 Margaret Scalpello, GCNS
 Tony Donnelly, GMC
 Donald Morrison, Langside College
 Elisabet Minkova, Anniesland College
 Mark Clark, Cardonald College
 Jennifer Loudon. GMC
 Alan Forsyth, Cardonald College
 Fionnuala Carmichael, JISC RSC SW

ITEM		Person	Date
	Apologies No apologies.		
	Minutes of last meeting <ul style="list-style-type: none"> Minutes of the meeting 28 June 2006 were agreed as a true record. 		
	Matters arising <ul style="list-style-type: none"> No matters arising outwith agenda. 		
1.	Glasgow City Council Libraries <ul style="list-style-type: none"> Glasgow City Council libraries were invited to attend the meeting to discuss areas of common interest including the outsourcing of John Wheatley College library services and future plans re outsourcing and colleges. Karen Cunningham was not available for our meeting on 14/9. Another senior manager was delegated to attend (Alison Niven) but was also unable to attend. She will attend our meeting on 26/10, and informed us that John Wheatley are currently not using Horizon, but are using Galaxy via GCC libraries. John Wheatley College still have 700 borrower records plus bibliographic and item records on Horizon. Sirsi Dynix have quoted £4000 for complete removal of John Wheatley data. Tony will contact Russell Boyd at John Wheatley on this matter, and will circulate a draft email first for the Group's input. George agreed to draft information for GCC Libraries on the implications of the John Wheatley situation. 	TD GH	ASAP Next meeting

2.	<p>Horizon Service Level Agreement</p> <ul style="list-style-type: none"> • Alan and Jennifer had drafted a SLA for the Group's comments. The SLA is for Horizon maintenance and development only. • All developments will be agreed by the Group. • Chris suggested an ICT named contact should be included for each college. This was agreed and will be included in the contracts and SLA signed by Principals. • The Group should contact Jennifer with any amendments/additions. • A Scottish version of HUG is proposed for this session. George will keep the Group informed. • Barcodes – Tony suggested he would purchase barcodes on behalf of the Group and then these could be ordered from GMC. This was agreed. 	<p>JL/AF Group GH</p>	<p>Next meeting ASAP Ongoing</p>
3.	<p>JISC Training</p> <ul style="list-style-type: none"> • Fionnuala informed the Group that RSC SW has received funding until 2010. • The focus is widening from training to include strategic developments in FE. • Training includes the e-skills course of 8 modules which RSC hopes to train FE staff to teach within their college. It would involve team teaching using learning resources staff, learning support staff and teaching staff. • Celeste McLaughlin is the new e-content and resources officer at RSC SW. She will be inviting learning resources staff to a meeting 8 November at RSC SW. • JORUM training will be available 5 December. • Fionnuala is looking for further ideas for training. Suggestions so far include: plagiarism, information literacy, e-metadata, Athens/Shibboleth, planning for new builds (IT). 		
4.	<p>Library In-house Training</p> <ul style="list-style-type: none"> • Tony will be running 2 sessions in the October week (Thursday and Friday) at GMC on Intute and e-resources evaluation. All are welcome to send staff to attend the sessions. Email Tony if interested. 	<p>Group</p>	<p>13 October</p>
5.	<p>Metadata Sub-group</p> <ul style="list-style-type: none"> • George suggested an e-metadata sub group to look at the related issues relevant to FE, as a result of work on cleaning up the catalogue and the resulting catalogue standards. 		

	<ul style="list-style-type: none"> • The Group agreed this would be a useful exercise. • Tony will email the Group and ask for volunteers from library staff. • The Sub-group will determine their remit. 	TD/ Group	Next meeting
6.	<p>Principals' Group</p> <ul style="list-style-type: none"> • There is a new chair for the Principals' Group – Peter Duncan of Central college of Commerce. • Tony suggested contacting him as a courtesy to discuss the GCL Group's remit and role. This was agreed. • Tony will draft an email and circulate it for comment. 	TD	ASAP
7.	<p>AOCB</p> <ul style="list-style-type: none"> • Date of meetings for the coming session – Tony will circulate a list of proposed dates for agreement. 	TD/ Group	Next meeting
9.	<p>Data of next meeting Thursday 26 October 2006 at GMC.</p>	TD	Next meeting