

Minutes of the Meeting of the Glasgow Colleges Libraries Group held on 1 June 2006 at 2.30 p.m. in the Millennium room, 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

ITEM		Person	Date
	Apologies Donald Morrison, Langside College; Elisabet Minkova, Anniesland College;		
1.	Minutes of last meeting <ul style="list-style-type: none"> Minutes of the meeting 4 May 2006 were agreed as a true record. 		
2.	Matters arising <ul style="list-style-type: none"> Tony contacted Rhona Arthur (SLIC) concerning the IT qualification for library staff. There had been a concern about how FE staff could do Module 2 (Reader Development) but it seems that there has been a change of thinking at SQA and that this could be replaced by a Customer Care module, for example. <p>There are still issues to be resolved over external verification and assessment. At the moment no one is acting as a delivery centre. In-house delivery is an option. Angela Lee is the contact person at SQA.</p>		
3.	Reports on meetings with Tom Wilson and John Gordon <ul style="list-style-type: none"> Tony reported on his meeting with Tom Wilson. He will pass minutes of the GCLG to Tom once they have been agreed at meeting. Tony reported on his meeting with John Gordon, a consultant writing the exit strategy for GCG. Tony impressed upon him the important of continued network and administration support, not only to maintain Horizon on an operational basis, but for future developments e.g. Library 2.0. The demise of GCG leaves no support for Horizon. 	TD	Ongoing
4.	GCG Update <ul style="list-style-type: none"> Tony reported that John Gordon passed on GCLG's concerns and comments to the 		

	<p>Network Group.</p> <ul style="list-style-type: none"> • Tony had just received a draft of John Gordon's exit strategy document. It is confidential; therefore copies could not be made available to the Group at present. Tony read an excerpt, which indicated recommendations that no new implementations to the library system should be made over the next few months. This raised concerns over Web Reporter. Tom Wilson had indicated that Web Reporter should go ahead. Tony will respond to the document via Tom Wilson and indicate that Web Reporter is planned for this summer. • GCG is scheduled to wind up by 31 July 2006. • The document also recommended that John Wheatley should be advised of the demise of GCG and their relationship with Horizon and the GCLG should be reviewed. Tony will respond that the Group welcomes the review and an end to John Wheatley's involvement in the Libraries Group. • Network support – there have been assumptions made about college IT departments in the document i.e. that they have the resources and expertise to maintain the GCG network. • Outsourcing is one of the recommendations. Tony will challenge this in his response. • George indicated that there might be a problem with Bimport this summer; therefore, the Group should plan for manual borrower input. • Exit strategies from GCG – Tony posed the question, are there strategies written at each College? 	TD	ASAP
		TD	ASAP
		TD	ASAP
5.	<p>Web Reporter</p> <ul style="list-style-type: none"> • An order for the server and software has been raised at GCG. • Craig will provide network support, Mark will set up the server and George will set up software at each college and user accounts. • Setup is scheduled for July. • Training is scheduled for August. The Group should email George with their availability in August. 	Group	Next meeting
6.	<p>John Wheatley College Library</p> <ul style="list-style-type: none"> • George reported that the City Council have 		

	<p>requested 100 MARC records from Horizon to investigate the possibility of migrating records from Horizon to Galaxy. George advised the request to come from John Wheatley College as a formal request. He has b=now received this.</p> <ul style="list-style-type: none"> • After discussion, the Group agreed that 100 records would be made available from the test database, and thereafter, John Wheatley should contact SirsiDynix directly for further help in migration. • Tony will draft a response from the Group to George re: the formal request for records. • Tony volunteered to draft a position paper on behalf of the Group on the implications of John Wheatley's merger with the City Council. He will post this by email and all comments should be made ASAP. 	<p>TD</p> <p>TD/ Group</p>	<p>ASAP</p> <p>ASAP</p>
7.	<p>Article for Blog</p> <ul style="list-style-type: none"> • Tony 's article was discussed and approved. He will email it to George for upload onto the Hub. • George is using the Hub for training materials. • Although the Hub is hosted at GCG at present, it can be hosted elsewhere come 1 August. 	<p>TD/ GH</p>	<p>ASAP</p>
8.	<p>Learning City Document</p> <ul style="list-style-type: none"> • George circulated the paper he and Mark had written with a library focus and detailing core activities. This is for information only and any comments to George. 	<p>Group</p>	<p>Next meeting</p>
9.	<p>GMC Summer School</p> <ul style="list-style-type: none"> • Tony circulated his document on the GMC planned programme of staff development. He will email it to the Group. • He plans to have 5 or 6, 2 hour workshops aimed at upgrading and developing library assistants' skills. • The sessions are for GMC staff, but 4 to 5 members of staff from the rest of GCLG could be accommodated. • The sessions are not progressive. • Tony is willing to repeat sessions. • Anyone interested should contact Tony. 	<p>TD</p> <p>Group</p>	<p>Next meeting</p> <p>Next meeting</p>
10.	<p>AOCB</p> <ul style="list-style-type: none"> • George reported that a solution for placing reservations via Staff PAC has been found. He will be in touch with each college and the 	<p>GH</p>	<p>Next</p>

	respective IT departments to organise amendments to the firewalls.		meeting
7.	Data of next meeting Wednesday 28 June 2006 – Central College, 2.30 pm		