
ALBERTA ASSOCIATION OF COLLEGE LIBRARIANS

NEWSLETTER

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**MINUTES
of the
ALBERTA ASSOCIATION
OF COLLEGE LIBRARIANS MEETING
held at
MOUNT ROYAL COLLEGE
October 25, 1996**

1. CALL TO ORDER

The meeting was called to order at 10:10 a.m. with a welcome from the Chair and a round table introduction of the 30 members in attendance.

**2. CHAIR'S REPORT
(Patricia Lloyd)**

2.1 The Chair reported little business over the summer months.

2.2 The Chair distributed copies of new handouts prepared by Grant MacEwan Community College:

- Electronic citing
- Manual for using WWW to search the Internet.

**3. SECRETARY-TREASURER'S
REPORT
(Joanne Mokry)**

3.1 The annual AACL membership invoices were distributed.

3.2 The association's financial state is good with a balance of \$3,925.24.

3.3 The requested treasurer and auditor procedures, guidelines, and recommendations were distributed. A discussion was held as to whether the AACL bylaws state a January - December fiscal year. Clarification will be made.

**4. REPORTS FROM COMMITTEE
REPRESENTATIVES**

4.1 Newsletter Co-ordinator
(Joyce Van Scheik)

November 15, 1996 is the deadline for the Fall issue. Submissions can be sent by e-mail or FAX.

4.2 Union List of Serials
Co-ordinator
(Marcia Holmes - Gulevich on behalf of Connie Hall)

Marcia distributed reports on the status of the ULS and the AACL/AGLC committee.

Internet access is not yet available.

A new coding sheet has been finalized.

Communication is ongoing with the National Library of Canada regarding the possible loading of the ULS into Amicus.

A revised edition of the Union List of Serials coding manual is being drafted.

Proposed responsibilities for reporting CD-ROM full-text/image holdings were distributed. Grande Prairie will now be responsible for all of the Canadian Newsdisc (I, II, III).

Send Pat Waterton a list of any new products which have been purchased by individual libraries.

4.3 Director-At-Large (Helen Lee Robinson)

A discussion was held in regard to AAAC's involvement in LAA. It was agreed to increase communication between the two groups and this will be the Director-At-Large's ongoing responsibility.

4.4 Statistics Co-ordinator (Barb Smith)

Surveys will be sent out mid-November and must be returned to Barb by mid-December. The "part-time administrative librarian" category has been removed from the survey due to ambiguity.

4.5 Community and Technical College Libraries Chair's report (Susan Brayford)

The CTCL Annual General Meeting will be held at the CLA conference in Ottawa; all AAAC members are invited to attend.

CTCL secretarial position will be vacant as of May 1997. Those interested in letting their name stand for this position should contact Keith Walker, past Chair of CTCL.

AAAC members were strongly urged to submit nominations for the CTCL Award of Merit.

The AAAC Internet survey results will be submitted as an Occasional Paper by the Canadian Association of College and University Librarians and in CTCL *Communiqué*.

4.6 Copyright Update (Madeleine Lefebvre, Tom Skinner)

Madeleine and Tom will write and submit a letter to Linda Richardson, urging her to reconvene meetings of the Copyright Committee.

Updates will be posted to the AAAC listserve.

5. DISCUSSION/PRESENTATION ITEMS

5.1 Alberta Library Meeting (Attendees)

The Alberta Library has established a listserve on which it will post meeting minutes as well as other important information.

Invoices, which cover an eighteen month period, have been distributed. No deadline for payment was stated - each institution to indicate their desired payment option.

Two meetings will be held per year. Next meeting will be December 06, 1996 in Edmonton.

5.2 COPPUL Invitation (Pat Lloyd)

COPPUL (Council of Prairie and Pacific University Libraries) has extended an invitation to Alberta College Libraries to purchase an affiliate membership for \$300.00 per year. This would provide an opportunity to purchase on a joint basis.

Questions should be directed to Hazel Fry, COPPUL Director.

5.3 Learning Enhancement

<p>Envelope</p> <p>Discussion postponed to afternoon session.</p> <p>5.4 AACL/LAA Relations (Helen Lee Robertson)</p> <p>A discussion was held to determine the extent of AACL involvement in LAA. The Director-At-Large will submit an article four times per year to LAA, discussing topics of concern at college libraries in Alberta. If necessary, one member of the AACL executive will attend LAA meetings.</p> <p>5.5 Call for volunteers</p> <p>There were no volunteers for the co-ordination of college input into Union List of Serials. It was suggested that AACL hire a part-time position to complete input. Marcia Holmes-Gulevich will meet with the Union List of Serials committee to discuss feasibility. Dave Weber will fill the vacant position on the AACL Workshop Committee.</p> <p>6. DATE AND LOCATION OF NEXT MEETING</p> <p>The next meeting will be held on April 18, 1997 at Prairie Bible College in Three Hills.</p>	<p>Bill Glaister Marcia Holmes-Gulevich Lisa Hardy Norene James Charlene Jones Ron Jordahl Kathy Lea Madeleine Lefebvre Pat Lloyd Anita Luck Joanne Mokry Carol Nicks Alison Nussbaumer Geoff Owens Helen Lee-Robertson Christine Sammon Dave Saunders Sabine Sintenis Tom Skinner Barb Smith Pat Taylor Maureen Toews Joyce Van Scheik Keith Walker Pat Waterton</p> <p>Keyano AVC-LLB AVC-LLB AVC-Ed RDC Prairie B. LCC MRC GMCC Fairview MHC CUC NAIT AVC-LSL GPRC ACA & D Fairview AVC-Ed SAIT Olds MRC RDC CUC MHC NAIT</p> <p>AMENDMENT:</p> <p>The Minutes of the annual meeting held April 19, 1996, Section 4.2, Paragraph 4, should be amended to read:</p> <p>“Technicians Marcia Holmes-Gulevich and Bruce Venne have been doing (a great job) checking...records.”</p>
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LIST OF ATTENDEES

Name	Institution
Kristine Black	RDC
Susan Brayford	Keyano
Michelle Classen	Lakeland
Sheila Drummond	MHC
Lyle Ford	RDC

MERRY - GO - ROUND

NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY

1. The recently completed LRC Strategic Directions Report has been approved in principle and special funding has been granted for a few special initiatives this year, including:

- Modularise and shift into a distance delivery format the following training: "Effective use of the Internet to search and retrieve information."
- Develop a set of policies, guidelines, and procedures for the identification, evaluation, and acquisition of digital information resources, and select specific digital information resources for purchase.
- Set up a CD-ROM server to provide customers with access to digital information resources managed by the LRC.
- Develop a LRC web page.
- Provide training to LRC staff in CQI principles and processes, with special emphasis on team building, as well as training on managing change.
- Complete selected renovations in support of the LRC Strategic Directions.

2. The library has recently acquired several new full text CD-ROM databases: *Intelliseek for Business*, *Computer Select*, *Business Select*, and *Health Reference Centre*.

3. Over the summer, the LRC's complement of microcomputers increased significantly. For example:

- A classroom, previously equipped with eight Wyse terminals, now has 17 workstations with Internet access.
- A multimedia lab in the newly opened South Learning Centre is equipped with 10 workstations (both PC and MAC).
- Dynix terminals used as OPACs are being replaced by computers.
- Nine computers were purchased for staff use.

4. Two LRC staff are members of NAIT's Technology Integration Plan team.

5. Staff update: Nicola Zazula (Acquisitions) and Christine Ngai (Cataloguing Support) are on maternity leave. Norma Armstrong, who had been with the NAIT Library for 15 years, left at the end of June with plans to move to Calgary. Liz Pegoraro and Sue Colp are continuing as reference librarians on a part-time basis. Rhea Roberts is working in Christine's role during her absence.

6. Update on our Bibliographic Instruction Program:

This fall we replaced orientation tours with tour classes. The purpose of this class is to introduce the physical layout of the library, the services which are available, and the processes involved in locating information. The class consists of a "virtual" tour using digital photographs in a PowerPoint presentation followed by live demonstrations of the library's on-line catalogue and the CD-ROM based magazine indexes.

Search classes are designed to cover the underlying concepts required to search for information in a variety of databases (concepts such as: search planning, keyword searching, and Boolean logic). The concepts are introduced in a PowerPoint presentation and illustrated using the library's on-line catalogue, CD-ROM magazine databases, and the Internet. A hands-on component allows the integration of these new concepts while the students explore the information resources.

A number of Internet classes are also being provided to both students and staff on a drop-in basis as well as when requested for specific groups. Three levels are now being offered: an introduction to the Internet; searching using Netscape; and advanced searching using Netscape. Finally, tailor-made classes are offered when our standard classes do not meet the information needs of a particular group. For example, this fall we offered a special class to biological sciences students on how

to search *Biological Abstracts* and *Zoological Record* and used the Knight Ridder commercial search service (the *Classroom Instruction Program*) for this training.

7. The library's overdue policies have been adjusted with the aim of increasing the return rate of borrowed materials without overdue notification to students while maintaining a minimal fine structure. This is a pilot.

Helga Kinnaird

LETHBRIDGE COMMUNITY COLLEGE

A new Internet room with 15 stations, double-wide for students and their buddies to confer and research in tandem, is really popular. We estimate occupancy at 99.9 percent all the time except for 7:45 - 9:00 a.m. Even though another lab was set up, it is upstairs, was established late, and has other applications possible in the room, so students have imprinted on our lab.

Having their training in the library's lab also makes them most familiar with our facility. Turnstile numbers shot up so much (6,209 more people this September than last year, and 53,823 more in October) that we called the 3M repair man but we do feel the largest increase is coincident with e-mail training.

For the first time, LCC offered Netscape e-mail accounts to students for free. The library and Computer Services worked on a package of training all summer, cumulating in a handbook. Students each get a copy of it when they sign up for a two-hour training session which consists of a PowerPoint demo based on the handbook and then a hands-on session in the library's lab. So far 800 students have established accounts. They sign up in the Test Centre, fill out an application which includes a waiver that their use of the college's facilities will be for educational purposes and pick from available session times and dates. Completed applications are taken to the Computer Department and accounts are created in the VAX for the students. At the training sessions, accounts are given out

and students have success and gain independence the very first day.

Requests for help after the fact are greatly diminished by the effort in training students in a quality way from the beginning. Answers to FAQ are posted on the library's home page and on the wall in the room. Students can also do their own troubleshooting with Mozilla and Netscape Tutorial.

In addition, the library will be the home for an AG Commodities workstation that will be connected to a satellite dish and give Ag students and local producers up-to-date marketing data for decision-making.

In the way of co-operative efforts we have Health Knowledge Network up and running. We are also working with SARIN (Southern Alberta Regional Information Network) on the purchase of CBCA full text as a partnership.

Staffing changes include the hiring of a part-time continuing employee in the Test Centre to replace a retiree as well as the hiring of two part-time casual employees in the Test Centre. Also, a casual position at the Information Desk became part-time continuing and we hired back a casual employee from the previous year. One casual employee hired at the Information Desk left for a full-time job and now we have a new casual person in that position. The A/V Department reports to another supervisor as of July 1st.

Does anyone else feel short of money this year? We had to choose between paying to join Alberta Library and attending their meetings, so we chose the former. With a 21% decline over the last three years, all operating budgets are stretched to the limit.

Kathy Lea

CANADIAN UNION COLLEGE

In support of the college's bid for accreditation with the National Council for Accreditation of Teacher Education (NCATE), Carol has had a very busy summer selecting and cataloguing new materials for the curriculum collection.

Special funds specifically for curriculum development made this task possible.

We are now in the process of evaluating our computer system and considering upgrading options, and the good news is that our administration agrees that doing nothing is not one of them. However, the whole exercise has elevated the technostress considerably, as decisions made now will effect how we access information in the future.

In August, we welcomed Bernie Leavitt to the library staff as supervisor of technical services. She replaces Cathie Trenchuk.

Joyce Van Scheik

OLDS COLLEGE

This fall has been a busy and exciting one for us in the library. Busy, because Olds College has experienced a 15% increase in enrolment, and in the library we have experienced a corresponding increase in the demand for our services. We started with an August intake of students, so at a time when we normally are doing summer collection maintenance, we were instead providing library instruction and reference assistance.

It has been an exciting time because we had seven new Internet stations installed in the library. As these sites currently provide the only Internet access available to students on campus, the use is constant. We are working in conjunction with the Computer Services Department in the development of policies governing the use of Internet, and also have been working to develop instructional tools to assist our patrons as they explore the Internet environment. One of our tools has been our home page, which we have loaded on the hard drives of the Internet stations. The Instructional Design Department is redesigning the college home page and as it progresses, ours will become a part of the college web site. It was certainly helpful to have time at the fall meeting to see other library home pages and to learn from the experiences of others as we move to get our library information on-line.

I am reporting today from a very quiet campus, as for the first time in many years Olds College is closed due to yesterday's storm that left local roads impassable. However, with 400 students stranded in residence we were asked to open the library, so myself and three other hardy staff members are on duty. Regards to you all from a very snowy Olds College.

Barb Smith

GRANT MACEWAN COMMUNITY COLLEGE

This fall has been the busiest ever for us. Our enrolment is up approximately 14% over last year and we notice a distinct increase in the number of students in the LRC.

Our biggest development since the last newsletter is in the area of library instruction. We received a grant from the Academic vice-president several months ago to work on two projects: to add course-related URLs to our LRC home page, and to develop an instructional module for teaching the students how to use the Internet for research (I distributed copies of the course manual at our AAAL meeting a few weeks ago). We then created a fourteen-station training room over the summer for the CD-ROM/Internet parts of our library instruction program, and added a "hands-on" component to our instruction sessions. This fall we've offered a series of Internet drop-in sessions for students, and did a session for instructors during Faculty Development Day. These have proved very successful and have led to requests for additional sessions. We'll be evaluating the project and deciding how to further develop in this area.

In addition to the stations in the training room, which are available for student use whenever a session is not running, we have six more stations in the reference services area. Students can now access Netscape and the LRC catalogue (Horizon) in addition to the CD-ROM server from all twenty stations.

To sum it up - more students requiring help using more complex resources!

For those of you who check your e-mail regularly, you'll know that we are advertising for a full-time librarian to replace Sylvia Flood, who is retiring after Christmas and has big plans to travel. We wish her all the best!

Pat Lloyd

RED DEER COLLEGE

This past year has been a very exciting one for us, in many ways.

In the spring, the library decided to join the NEOS consortium. We will become a full-fledged member by the summer of 1997 (with all our records transferred and running under the DRA system). At the present time, we are working on our policies. The preparation requires a lot of work, but our users will definitely benefit.

Students started this fall in two new degree programs offered at the college - B.Ed through the University of Alberta and BA through the University of Calgary. Our staff are busily purchasing and cataloguing the new material needed to support these programs, especially in the area of curriculum materials.

This summer we converted our catalogue to MARC format. We had been cataloguing in the MultiLIS format. There were many advantages to converting (not the least of which is that it is the standard!), including the need for our records to be in MARC for the conversion to DRA and NEOS.

Joining NEOS and converting to MARC are all part and parcel of our "Virtual Library" plan. This fall also saw the addition of 20 more Internet stations (for a total of 25) and the creation of the Red Deer College Library home page (<http://www.rdc.ab.ca/rdc/library/>). Our goal is to provide easy access to current, accurate, and relevant information, and the WWW is a major player in achieving this goal. We have subscribed to HKN recently,

and hope to allow access to our CD-ROMs via our web site in the near future.

There have been lots of changes and new technologies (oh, the joys of Windows95), but our people are always up to the challenge and the training. In terms of staff changes this year, Paul Boulton is away on leave, Dixie Anderson has left us, Maureen Toews is back part-time, and Lyle Ford is our new librarian. In the effort to coordinate all our public service areas, we created an information assistant position. Charlene Jones assumed that role and oversees our circulation, reference and media areas.

Kristine Black

ALBERTA VOCATIONAL COLLEGE

Greetings from AVC Edmonton! It was great to be able to attend the fall meeting at Mount Royal College. Looking at Keyano College Library's web page gave us some great ideas about how to formulate our own web page. It was unfortunate though, that Carol Morgan, the new college librarian, was unable to attend.

Since our last newsletter submission, the library has welcomed several new staff. Carol is the new library manager, assuming the duties of Mike Perry who is now with the University of Lethbridge. Carol has over 15 years of library experience, including positions at NAIT, Westerra Institute of Technology, and most recently with the Alberta Association of Registered Nurses.

Liz Pegoraro left AVC in July and became part of the NAIT library staff. Norene James has taken Liz's place. Most recently, Norene was the librarian at the Reynolds-Alberta Museum. She works together with Sabine Sintenis, providing library instruction, reference service, and various other tasks.

Pat Cettiga is our new Circulation Assistant. Pat is a recent graduate from the Library Technician program at Grant MacEwan Community College. She provides circulation assistance during the

afternoon and evening hours. One last mention is to congratulate Andrea Klymchuck, our Administrative Support staff member who was married in August.

Over the next year, AVCs will be going through a transition phase. Currently, these institutions are provincially administered but are moving toward board governance. We look forward to the challenges this will bring.

In September the library provided students with Internet access. There are six stations available for the students to use. They can search the 'Net but printing is not available in the library (students must save to disc and print off their information in Computer Services). As with all new services, there are a lot of issues that need addressing.

Our satellite library at the Winnifred Stewart campus now links directly to our circulation system. We find that Columbia's Multicirc is working well. We are also providing our regional sites outside of Edmonton with dial-in access to our library catalogue.

We would like to wish everyone a very Merry Christmas and all the best in the New Year!

Norene James

SOUTHERN ALBERTA INSTITUTE OF TECHNOLOGY

Preliminary work is underway for the installation of the new library automated system in 1997. Conduit and wiring are being installed to support the PC-based SIRSI Unicorn library system. This system is currently in use at the University of Calgary. Centralisation of database access will be one of the greatest benefits. At the moment, researchers must use an array of different terminals and PCs to access CD-ROMs, Internet, the SAIT Library catalogue, and other services.

The latest CD database to go into service at the library is *Petroleum Abstracts*. This University of Tulsa database offers world-wide research coverage of topics ranging

from oil and gas production to alternate fuels for the period 1986 to 1996. The library is also previewing *Dunn and Bradstreet's Canadian Key Business Directory* and the *Encyclopaedia of Associations*. All three services replace hard copy library reference sources.

Decentralisation of library service is foremost in our plans for growth. We anticipate a large increase in the number of distance learners. Electronic storage and distribution of information will be the optimum method for serving these clients. To meet this new demand we are increasing our presence on the Internet by developing a series of library subject guides in conjunction with our catalogue and other library information service on the SAIT home page. The guides not only introduce information sources found in the library, but also link the searcher to home pages related to the guide topic from all over the world. The library of the future will be less of a physical space open at set times, and offering information from print sources; instead, it will be an information broker identifying and assisting researchers in the use of electronic resources found locally and internationally.

Dave Weber

KEYANO COLLEGE

Hello to everyone. We are in a major deepfreeze in Fort McMurray and cannot believe our luck that it is only mid-November and we are already enjoying minus 21 Celsius. Business is brisk in the library (just like the weather).

Although the library has a home page, our institutional home page is still not ready. We had hoped to include our address so other Alberta sites would have it. As far as increased student Internet access, we are hoping to convince Syncrude to donate a group of 486s when they upgrade their workstations to Pentiums. We are working with the Foundation to see if we can make this possible. We have a CD-ROM/Internet room where we could put a row of 486 Internet workstations down the middle.

We have also offered to help train Fort McMurray Public Library staff on Netscape so they can handle troubleshooting once they have their Internet stations up for the public. Bill Glaister, Reference Librarian, can use our Internet room with the computer data projector to teach a group.

Athabasca University has now an office at Keyano College and we are working closely with their staff to provide library services to their students as well as Internet access. This has been working well.

To save money on furniture, we are having our pre-apprenticeship students, with the help of an instructor in the carpentry area, build us 19 student desks in our Internet room, to bring our total to 25. Even though we have to provide the lumber at a cost of \$3,000, we would never be able to afford proper furniture without affecting money spent on computers. We are also considering covering orange and yellow chairs from the 1970s (everyone remembers these) rather than buying new chairs.

We have also replaced a wand at the circulation desk with the latest model of laser gun from Calgary Intermec. It still isn't designed correctly if you happen to be left-handed or have limited hand mobility. It doesn't sit on the stand but is clipped to the right side of the stand and is awkward to unclip. We always wonder if they ever test these products in work environments with real people.

Bill Glaister and our Media Audio-Visual Technician, Scott Forbes, did an excellent two-hour session with Syncrude employees through our Continuing Education office on how to give effective presentations using all types of audio-visual technology. We included Internet and also PowerPoint. We had the students in our Internet room and it was a good way to promote what we do in the library and Media Services Department to employees in private industry.

Every year our college Foundation hosts a gala to raise money for student-related projects around the college. Burton Cummings was the entertainer. Seafood was flown in, champagne was served, and donors arrived in formal wear. Prior to

Burton Cummings performing, the library and other donor recipients demonstrated what the Foundation dollars were spent on.

The library did a demonstration of one of our CD-ROM products as well as displayed books and videos purchased with the \$85,000 the library received in June for library resources. Donors were able to eat fabulous food and talk first-hand with Keyano College staff who were demonstrating wonderful new student projects with the Foundation money.

We look forward to seeing everyone in the spring.

Susan Brayford

CONCORDIA UNIVERSITY COLLEGE OF ALBERTA

Nineteen ninety-six is a big year and the end of October is a busy week for Concordia as the college celebrates its 75th anniversary with many activities, including special lectures by distinguished alumni, a special convocation, and concerts by the college symphony and choirs. An anthology of faculty writing will be unveiled, titled *Pathways of Grace and Knowledge: The Christian Presence in Academia*. The library will be a centre of celebration with special tours for alumni as well as providing a venue for receptions and socials.

Finally, after many hundreds of hours of work by cataloguing staff, the recon to the NEOS database is complete. The remains of the card catalogue will be ceremoniously disposed of later this fall.

Concordia students and faculty now may receive books and articles on a one- or two-day turnaround from the University of Alberta libraries and in most cases, within a week from other NEOS libraries, as the NEOS document delivery project has been underway since last spring. Concordia has a staff member working in the U of A library a few hours each day to receive requests, pull the materials, copy, and put in the delivery bin. The new service appears to be very popular.

The new curriculum collection has been growing and will be officially recognized with a ribbon-cutting ceremony in November. The collection supports the new Bachelor of Education After Degree program in elementary education, which is offered this year for the first time.

Linda Scott

MEDICINE HAT COLLEGE

Change and innovation continue apace at Medicine Hat College! This past summer saw extensive renovations to bring the Academic Resource Centre (ARC) into the library. The ARC provides tutoring and testing and manages distance education. To accommodate ARC in the library, Media Services have moved over to the recently-formed Professional Development Centre (PDC). The PDC provides end-user support for computer technology by offering one-on-one instruction to staff and faculty. The PDC now reports to Joanne Mokry.

The Medicine Hat College home page is up and running, thanks to the work of a college-wide committee co-chaired by Keith Walker. Because of the size of the committee (24 members!), progress was slow, but the result is a home page with grassroots support. Seasonal library staff are doing the inputting. The library is now working on its own home page.

Joanne Mokry will be attending the 1996 Conference on Information Technology sponsored by the League for Innovation in the Community College. Fortunately for Joanne, this year's conference will be held in Phoenix, November 13-16. Sessions of particular interest include those on the development of a multimedia centre to support the use of multimedia in the classroom, and those on distance education.

Keith Walker is no longer chair of CTCL (Community and Technical College Libraries). That position has been assumed by Susan Brayford. Keith continues to be very busy with his responsibilities as manager of academic services (read "committees"). No wonder he was recently named Medicine Hat College Employee of the Year. Congratulations, Keith!

In August, the library welcomed a new part-time librarian. Sheila Drummond is a graduate of S.L.I.S. at the University of Western Ontario. Her responsibilities include chairing the newly-formed Marketing Committee to promote the library and other divisions of academic services to the college and the community. An openhouse to show off the renovated library and ARC is planned for January.

Finally, our Social Committee continues its important work of bringing staff together for fun times. A family "Decorating Day" is planned to dress up the divisions for Christmas.

Sheila Drummond

FAIRVIEW COLLEGE

It's difficult to believe that another winter is staring us in the face. Our life here consists of staff changes, job changes, and new projects. Betty Dies, our library clerk, left us this summer and she has been replaced by Lin Roy, former college conferencing clerk. Lin is busy learning the many small details that are involved in circulation and particularly overdues. Two of our staff have assumed new responsibilities and are sharing classification and cataloguing duties. The staff are also anxiously awaiting the outcome of the job reclassification project. The results, due this spring, were delayed because of AUPE negotiations.

Starting January 1st, 1997, we will be sporting a new name - Learner Services Centre. Dave Saunders, formally co-ordinator of Academic Upgrading and Trans Voc, will be our new manager. His primary responsibility will be the set up of academic support services for our students. We look forward to adding this new component to our library services. I will continue on as library supervisor and will look after the day-to-day operations of the audio visual area and the library. The next

six months should prove to be both challenging and exciting.

The library now has two computer workstations for student use and we hope to be adding two more during the next few months. They are a very popular commodity. We are hoping that our Internet stations will have graphics by the end of our fiscal year. It is also time to make our presence felt on the Internet. In order to service our CAPS sites, we'll have to be able to share some information with our remote campuses electronically.

Once again we're researching library systems. We hope our proposal is reviewed by management this month and that we'll be able to start changing to the new system in the new year. I think maybe I'm being a little overly optimistic since we're not sure about funding sources for this new initiative.

Our entire division has undergone a computer standardisation exercise. All the staff are required to use the Microsoft Office Professional Suite for any documents produced. This has resulted in computer replacements, upgrades, training, and a certain amount of frustration. After our Macintosh files were converted, we all breathed a sign of relief. At least we didn't have to re-key some of our major databases. The staff have all learned the new programs very quickly and seem to be happy with the change.

Anita Luck

GRANDE PRAIRIE REGIONAL COLLEGE

Extremely heavy student use of CD-ROM databases, microcomputers for wordprocessing, and Internet access, as well as the more traditional use of reference materials. Behind the scenes we are working on setting up a network, first of all in our microcomputer lab, then it will extend to the CD-ROM stations, and will ultimately include remote access for the students who are enrolled in distance education courses and programs.

Videoconferencing has added stresses and strains to our media services area, as we are responsible for all the technical support as well as the service to the students who are taking the courses from remote sites.

Reorganization at the college has resulted in our department moving - yet again. This time we have been moved out of the Instruction Division (now called Team) to the former College Services Division (now known as Learning Services Team). This happened so recently it is difficult to ascertain how this will impact on us. As one staff member was heard to comment, "My job didn't change when we moved to Instruction, so I don't expect it will change now." As Chair, I believe it may take a little more effort on my part to keep the connections with the academic departments alive and humming.

In library and media services, we are working on developing a marketing plan which will dovetail with the college Strategic Plan, which was adopted by the Board of Governors in September. All departments are setting goals which will help the college meet goals identified in the plan. Part of the reorganization noted above relates to responsibility for distance education moving to our department. So, while we set our goals for the next year, we'll be trying to figure out what that means!

Hazel Kellner