

**Archway Steering Committee Meeting  
Minutes  
November 21, 2003**

Attendance: Carol Warrington, SLCC; Pat Williams, SLCC; Genie Klein, SLCC; Carol Bennett, SLCC; Jennie Dodillet, East Central; Loretta Ponzar, Jefferson; Fran Stumpf, SCC; Cathye Dierberg, SLCC; Bonnie Sanquinet, SLCC; Ann Riley, SLCC; Jill Nissen, StLCOP; Stephanie Tolson, SCC; Debbie Woolverton, StLCOP.

1. The meeting was called to order by Jill Nissen.
2. The agenda was amended and approved.
3. The minutes of the September 12, 2003 meeting were corrected and approved.
4. Discussion items.
  - A. INNReach training will take place at St. Louis College of Pharmacy on December 11<sup>th</sup>.
  - B. Millennium Release 2002 Phase 3 upgrade
    1. Specifying the advanced search help page is not applicable to our cluster
    2. The Predefined Charges Table is not applicable to at the cluster level but each institution can define their own charges.
    3. The hold request is directed to pickup location if item is available. This enhancement was approved. Jill will contact MCO to turn this on.
    4. There has been an intermittent problem at Jefferson College with the paging of items that have already been processed by another library. Attention was turned to the fact that perhaps the slips might have been paged too long. Jefferson will investigate this further.
  - C. Keyword Search Problem
    1. There has been a problem detected with the 'and' search and the 'and not' search. After much discussion the solution is to turn on adjacency and turn off the 'or' search.
  - D. My Millennium
    1. The My Millennium feature for the Webpac has not been turned on yet. When it is it will be for staff use only. We can define our own display properties. Bonnie will let us know when it is set up.

#### E. Update Summary Holdings

1. STLCOP has turned on Update Summary Holdings and there seems to be no adverse effects for the rest of the cluster.

#### F. Archway Public Service List

1. SLCC will no longer be able to support list serves. The Archway list was set up for any member of the cluster wishing to use it to communicate to the rest of the members. Would any other site be able to host this list?
2. After much discussion it was decided to limit the membership on MOBRE to the original coordinating committee and to encourage others to join the Mobius Users list.

#### G. Archway Overdue Notices

1. STLCOP asked the question about sending staff overdue notices in the Lanter delivery bags. This seems to be a standard practice around the cluster.
2. STLCOP has a problem with their patron load that has caused the street address, city, and state to be printed all on one line of the notice. They are talking with their IT department to get it fixed.
3. St. Louis Community College has reminded us that their staff overdue notices only print the office location for staff.

#### H. Millennium Circulation Issue

1. East Central has noticed a problem in Millennium circulation where the cursor does not return to the search box after checking in or renewing books. This disrupts the efficiency of working with a lot of books.
2. Discussion indicated that this may be a more widespread problem through out all of the Millennium modules. This issue will be referred to the Public Services Committee to see how much of a problem it is.

### 5. Committee Reports

#### A. Public Services

1. The draft of FAQ pages for the Mobius catalog is being circulated. The Archway FAQ pages are being revised.
2. The hotlinked display in the catalog for netLibrary books is cumbersome and confusing. The committee decided to shorten the display. Carol Bennett indicated that she would be happy to do the work for the cluster.
3. The committee also discussed whether or not to suppress the item records from display in the catalog. It was decided not to make any changes because the suppression would adversely affect the display at the Mobius level.

4. The committee discussed not hotlinking any of the call numbers in the catalog. This item was tabled and will be discussed at the December 5<sup>th</sup> meeting.

B. ArchTech

1. Did not meet.

C. Mobius Access Advisory Committee

1. Two more libraries were added to the Lender of Last Resort list for Interlibrary Loan. They are the Health Sciences Libraries at St. Louis University and the University of Missouri Columbia. Even though the lending situation of some of the libraries on the list has greatly improved it was decided not to drop anyone at this time.
2. The Pick Up Anywhere test went badly. The libraries involved will regroup and try again for the Spring 2004 semester. The hope is to have this functionality available for general use in the Fall 2004 semester.
3. MAAC requested that the INNReach enhancement be turned on to allow that a paging slip will generate for a book only when it is available. Currently, a paging slip is generated when the book is requested even if it is currently checked out.
4. MAAC requested that enough new Lanter bags be purchased to bring the supply back up to original levels.
5. Cluster representatives for MAAC will be contacting each library's ILL person to learn of their participation and knowledge of MAAC ILL procedures.
6. The offline circulation module is now available for each library to install on their circ computers. MCO has set procedures for its use by clusters and individual library. MCO needs to do the upload if more than one library in a cluster uses it. Archway suggested that the use of this product be thoroughly investigated.

D. Mobius Coordinators Advisory Group

1. Their next meeting is January 23, 2004.

E. Mobius Catalog Design Advisory Committee

1. The phrase Freely Available has been inserted into all of the Marcive government document records. Representatives should remind all catalogers to begin inserting this statement into the URL for government documents.
2. Bible Baptist College will begin implementation soon.
3. MCO has informed us that you cannot limit results by the available status.
4. There is no report on the de-duping project has not been started.
5. Automated Authority Control has been implemented on all clusters.

6. Pickup Anywhere – see above MAAC item.
7. The status AVAILABLE will soon be the only status in all caps on the Mobius catalog.
8. The MOBIUS catalog redesign has been completed. Hardy will activate it after concerns about colors and users with sight disabilities have been resolved.
9. Phase 3 enhancements implemented for the Mobius catalog were discussed. and approved or rejected as the committee decided.
10. William Jewell University is the first institution to have The MLNC/OCLC/Mobius Local Data Records project run on its serial records.
11. The committee discussed the [www.bookwhere.com](http://www.bookwhere.com) product. Are the libraries using stealing cataloging?
12. The 891 field is for serial publication patterns. Archway needs to request the field be added to the load tables if we want to retain it.
13. There are more duplicate clickable location codes since Springfield-Greene Public Library has come online. The committee reviewed the issue and still feels clickable location codes do more good than harm.
14. LOC has 856 fields in MARC records that are linked to a Table of Contents database. Some MOBIUS institutions feel that there is a problem with these sites because there is no back button that will take the browser back to the library's catalog. Archway feels the added information is helpful.
15. MCDAC will submit an enhancement request to have the 956 field be hotlinked for restricted access to electronic databases. The 856 field will be used for access to documents in the public domain.

#### F. Mobius Collection Management Advisory Committee

1. The first meeting will be December 5, 2003.
2. The committee will be seeking grant money from the State Library for a standardized SCAT table for Mobius.
3. OCLC has a product called Automated Collection Service. This service could give the committee a sense of where the depth is in the Mobius collections.
4. GOBI-tween. A Yankee Book Peddler product where you can see who is buying what products. This is in the planning stage.

#### G. Mobius Electronic Resources Advisory Committee

1. Sent out a database survey. 39 responses from 57 institutions were received.
2. Art Full Text and MLA Bibliography have been added to the cafeteria plan.

3. The committee will recommend a new database to the legislature for 2006 funding.
4. The committee will survey other consortia to see if Digital Reference is feasible.
5. The next meeting is January 22, 2004.

#### H. Mobius Executive Council

1. Interlibrary Loan was discussed with the President of the University of Missouri Libraries.
2. Joe Ford will present a report on how Mobius has done since its inception at the next Executive Committee meeting.
3. A Mobius Council meeting will be held January 30, 2004.

#### 6. Open Logs

- A. Bonnie reported that there is a duplicate summary screen problem with variable location fields being duplicated in some Millennium records.
- B. SLCC needs to look at their loan rules. The time for the first recall is 999. This might be interfering with the printing of their notices.
- C. The author/title index is not working properly.
- D. The patron circ activity field is not protected. Bonnie will contact MCO to get this field protected during patron upload.

7. The next meeting will be January 16, 2004 on the Florissant Valley campus of St. Louis Community College.