

Archway Steering Committee Meeting  
Minutes  
January 31, 2003  
St. Louis Community College—Meramec Campus

Attending: Linda Bigelow, Bonnie Sanguinet, Patricia Williams, Genie Klein, Sheila Ouellette, Jennifer Dodillet, Ann Riley, Fran Stumpf, Stephanie Tolson, Jill Nissen, Carol Bennett and Loretta Ponzar.

The meeting was called to order by the acting chair, Linda Bigelow, at 9:10 a.m. The agenda was approved. After Stephanie Tolson's name was added to the list of attendees, Fran Stumpf moved and Jill Nissen seconded that the minutes of the November 15<sup>th</sup> meeting be approved. The motion carried.

### **Discussion Items**

St. Louis College of Pharmacy Implementation—Jill reported that the schedule of implementation meetings had been set for St. Louis College of Pharmacy with the first meeting on February 20. She stated that any cluster members were welcome to attend these meetings, which would take place through April 10. She said that the goal was to be up and going by July 1 so that her library would not have to renew the contract with its current vendor. She also said that one or two coordinators from the other Archway libraries could be present to provide history and insight into why certain decisions had been made. Bonnie said she hoped to be able to make some meetings and agreed that it would be helpful if at least one coordinator from the other institutions could attend. Jill noted that what would be covered at each meeting would be set after the first meeting, and **she would share that information with the group after it was decided.**

My Millennium Implementation—Bonnie addressed the group about the testing she and Ying Li from St. Charles had done on the product My Millennium. She also distributed a handout detailing this testing. Because of problems with using RDATE (the RDATE doesn't presently work for the alert option), PTYPE (My Millennium cannot be limited by PTYPE at this time) and some security issues (a patron record can currently be seen when the next patron uses the back button), Bonnie and Ying do not recommend turning on My Millennium at this time. They felt that future updates would have features that would make My Millennium more useful and secure. After some discussion, Ann moved and Fran seconded that the cluster not turn on My Millennium at this time. The motion carried.

URL Checker Implementation—Carol stated that MCO will be providing a URL checker at no cost to the clusters and that the Archway cluster could use this checker when it becomes available. MCO would send reports of problem URL's to each library individually. The frequency of these reports has not been determined. The checker would not check any links that require a proxy server. After discussion, the group decided that it would not be necessary to recommend anything to MCO at this time.

MCO Request to Discontinue OCLC/MARS Partial Match Report—Fran and Carol reported that the cluster does not need this report. Ann moved and Stephanie seconded that Archway accept MCO’s decision to discontinue. The motion carried. **Fran will contact MCO with the cluster’s decision.**

Wright American Fiction 1851-1875 for Archway scopes—Bonnie described the collection for the group and characterized it as well indexed and accessible as either PDF, image, or text files. Carol described some of the cataloging decisions the cluster would need to make. She demonstrated how Net Library records looked in Archway and how the Wright American Library records appeared in MOBIUS. She particularly wanted to show how records looked with and without item records. Bonnie moved and Ann seconded that Archway accept the Wright American Fiction collection. The motion carried. **The group asked that the Arch Tech committee make recommendations on optional modifications to the records.**

Last Patron Data Status (Circ Option 32)---Bonnie reported that although the cluster has turned off the display of the last patron, it had expressed a desire to actually remove the information from the system. She stated that after inquiry on her part she had found out that the information cannot be removed from the system completely and that what we are currently doing to suppress is all that can be done at this time.

Order record CODE 1--- Sheila brought before the committee a suggestion for the use of CODE 1 in the order record. She suggested that the following codes be used:

1-January	7-July
2-February	8-August
3-March	9-September
4-April	o-October
5-May	n-November
6-June	d-December

Bonnie moved and Pat seconded that the cluster adopt these codes. The motion carried.

### **Committee Reports**

Archway Public Services---Bonnie stated that at their December 6<sup>th</sup> meeting, the Public Services Committee had discussed Archway status codes compared to MOBIUS status codes. They agreed to change UNAVAILABLE to NOT REQUESTABLE. They had the following changes to recommend to the Steering Committee:

- 1.Changing the wording on some of the Archway navigation buttons
  - Change “Export” to “Mark Record”
  - Change “Limit this Search” to “Limit/Sort”
  - Change “Export Save List” to “Print/E-mail/Save”
2. Add “Save to Disk” as an option when a user clicks on “Export Save List”

3. Relink the text “Keyword Search” on the bottom of the Title Search page:  
<http://archway.missouri.edu/search/t>

After a brief discussion, Stephanie moved and Fran seconded to accept these recommendations. The motion carried. **Bonnie will contact MCO.**

The steering committee then talked about Archway renewals. Fran said that St. Charles was going from ten renewals to two. The members agreed that this was an institution-by-institution decision, but that member institutions did need to let others in Archway know when they made changes in these numbers.

Bonnie announced that Sue Morgan would be serving as co-chair of the Public Services Committee.

Archway Arch Tech---No meeting to report.

MOBIUS Access Advisory Committee---Loretta stated that MAAC wanted some specific feedback from the clusters about certain issues. 1) Should the lost book fee remain \$100, increase or decrease? Following discussion, the committee came to the consensus that it wished the fee to remain at \$100 and that it was strongly opposed to any increase. 2) What do member institutions want to see in a reconciliation process? The committee agreed that they saw the reconciliation process as a relatively loose one between the libraries involved. The members wanted Loretta to express to MAAC that they felt that the August date for reconciliation was useful so that, if a library had failed to provide any reimbursement to another library for a book that had been lost for at least a year in August, the lending library could feel free to bill the borrowing library at that time. They acknowledged that this would probably seldom be necessary since, from their perspective, the MOBIUS libraries appear to be working well to make this more formal process unnecessary. 3) What do members feel about increasing lending parameters for faculty, number of books checked out, number of days per loan, etc.? The committee decided they would like to see the number of items requestable to be raised to 25, but that length of loan and renewals remain the same. **Loretta will carry these decisions to the next MAAC meeting.**

MOBIUS Catalog Design Advisory Committee---No meeting to report.

MOBIUS Electronic Resources Advisory Committee---No meeting to report. Jill did have a heads up for the committee. MORENET has deselected USP DI and opted to add Clinical Pharmacology. The patient information is equivalent to USP DI; the other information is for professional pharmacologists. Stephanie reported that MORENET might not be willing to renew ABC-CLIO.

MOBIUS Coordinators Advisory Group---Linda reported that this group had conducted its meeting in January via email with the following results:

- 1) The committee agreed to table the issue of III MAP products until further information is available, and

- 2) the committee recommended that the Table of Content service be a high priority in the planning for services and products.

MOBIUS Cooperative Collection Development Task Force---Ann stated that this group had met three times to consider the following charges:

- 1) Identifying issues involved in a cooperative collection development policy, and
- 2) deciding how such a policy could be implemented.

The task force has determined that any cooperative development policy must have a tiered approach and MERAC must also be involved. It has been looking at how the MOBIUS SCAT tables can be used to assess collections, and Ann stated that the group has been examining other states' models, such as the Aberdeen Cooperative Collection Development, as well. The Task Force is also considering a statewide survey.

MOBIUS Executive Committee---Linda said that the Executive Committee had conducted its meeting online using Web CT. Some of the topics from that meeting were a report from the Collection Development Task Force, budget considerations, the State Library report and George Rickerson's MCO report. Among the issues George reported on was the fact that MCO was trying to find funds to renew the Table of Contents service even though budget withholdings were still very uncertain. The 2004 budget is being developed using several scenarios. He also said that a MOBIUS Public Libraries Task Force had been formed to look at possible issues involved in opening membership in MOBIUS to public libraries. Linda reminded everyone that the 4<sup>th</sup> Annual Users' Conference would be June 4, 2003, at the Jefferson City Ramada Inn and that Sara Parker was looking into possibly using LSTA funds again this year. The next Executive Committee meeting will be March 20, 2003, at the HELIX Conference.

### **Around the Table**

Fran-Noticed that the May minutes for the Archway Steering Committee were not posted on the MOBIUS site. She said that St. Charles was working on a video list linked from its catalog. She is on the Users' Conference Planning Committee.

Jennie-East Central has purchased MLNC's Collection One e-books. **She will pursue with MCO how the loading of bibliographic records will proceed since so many of the libraries in Archway are acquiring the MLNC collection.**

Sheila-Mentioned that Rankin is now a member of the Lanter delivery service.

Ann-Reminded everyone that MLA membership is now due in January and that the MLA Conference will be in October in Springfield.

Bonnie-The InnReach enhancements process is beginning again. Enhancement requests are due by March 20.

Jill-The Writing Center at St. Louis College of Pharmacy has moved into the library.

Linda-The library had an open house for the faculty and staff at Jefferson, introducing them to the Faculty Center for Teaching and Learning, a new area on the second floor of the library.

The meeting adjourned at 11:35. The next meeting is scheduled for March 21, 2003, at Florissant Valley.

Loretta Ponzar  
3/14/03