ARCHWAY Public Services Minutes
6/29/01
9:00 AM Jefferson - Arnold

Attendance: Jennifer Dodillet, Pat Williams, Ying Li, Genie Klein, Sue Morgan, June Gill, Janice Patton, Bonnie Sanguinet

Circulation Issues:

1) Patrons with records for more than one institution where one record is blocked
This situation came to our attention in one case. The patron had a block on her record for an unreturned video at one institution but is currently enrolled at another institution, and the block was discovered while checking her record for an unrelated problem. She was informed about the block, and the question arose of how to handle these situations in the future. Normally one institution would not be aware of--and have no jurisdiction over--blocks placed on a patron at another institution. We decided not to take any action other than advising the patron of the block.

2) E-mail notices
Bonnie attended a presentation at IUG (Innovative Users Group conference) about e-mail notices. The only way to put patron e-mail addresses into our records is manually. Possible problems include people who don't use their e-mail. We could ask MCO staff about the possibility of adding an e-mail input option on the View Your Library Record screen. Jefferson, East Central, and St. Charles all use e-mail notification for faculty and staff but not for students. Using both methods might be the best option.

3) The impact the weekly generation of INN-Reach reports might have on our handling of them
The change from monthly to weekly generation of INN-Reach reports occurred in mid-June. The impact remains to be seen. We may want to check these reports more often.

4) MOBIUS level requests sent to cluster level - cancellation notices are not generated for "non-requestable" books such as Juvenile
Jennifer noticed that when she tried to request some books (such as Juveniles) through Archway a notice would appear stating that the item cannot be requested. For the same requests in MOBIUS the requests seem to go through, but the requests are not filled. She suggested that there may be a glitch in MOBIUS causing a failure to notify the user when certain items cannot be requested. In discussion, it was suggested her requests were valid (i.e. the materials actually should be requestable) and that the glitch may be more a problem with valid requests being forwarded than notification of non-valid requests. Bonnie requested more specific examples to track the problem. We can test this by requesting Juvenile and other books from each other through MOBIUS, choosing books held only by other Archway cluster libraries for the tests, and communicate our findings via the Archway listserv.

5) Rollover of the Year-To-Date circulation statistics for the cluster

The circulation statistics include three fields: Year-To-Date, Last Year, and Total Circulation. Bonnie will request that the rollover of "Year-to-Date" into "Last Year" occur on Monday July 2 or a soon after that as possible.

OPAC issues:

6) New OPAC options:
Bonnie explained several new options to consider using in the OPAC.

- **Displaying the public note field on the browse list**
  This would add a fourth column to the display after location, call no, & status. It would allow a public note to be attached at the item level, and the column would not appear when the field is empty. We questioned the usefulness of this option, but agreed to discuss it at our respective institutions.
- **Making the location a hot link to explanation Web pages**
  This could be used to add further descriptions of locations and collections. Not all location codes would need to be linked. Using this option is an institution decision, not a cluster one.
- **Advanced Keyword Searching**
  Three views are available-Basic, Advanced, and Alta Vista mode. Alta Vista is not recommended for public view because it shows suppressed records. Advanced offers the ability to limit by date, material type, etc. on the first screen before, as opposed to the "Limit Search" button which can only be used after an initial search. Bonnie brought an example from the Bridges cluster http://bridges.missouri.edu/search/X. We would like to have Advance Keyword implemented for the Fall semester, with a few changes from the design of the Bridges screen. The basic search box should still be at the top, but the other options should be a little lower, separated under the heading "Advanced Search Options." We will discuss this further on the Archway listserv.

7) QUICK SEARCH option
Ying asked whether adding a "quick search" box to the OPAC would be a cluster decision. It is only a cluster decision for the Archway OPAC main page, not for the individual institution OPAC pages. Most MOBIUS OPACS use quick search.

8) PIN web pages wording
This was discussed in detail in previous meetings. We refined the new wording even further to "Your social security number or college ID plus your two-letter college code (EC, JC, SC, ST)." We also recommended deleting redundant text. Bonnie Sanguinet will take the complete recommendations to the next Cluster meeting.

9) Revisit the 245|h displaying in the first level hit list for example, [video recording] even when some of the titles are books
For an example of this problem, in St. Charles' OPAC perform a title search for "Color Purple." The first listing indicates [Videorecording] and 2 entries. The other 4 listings are all for chapter headings. The actual book titled The Color Purple is the second entry under the first listing. It can only be found after clicking on the title that is indicated as a

video. We feel that this is simply too confusing for students. The ideal situation would be to suppress the 245|h field in situations like the example above while allowing it to display in lists with only one entry. That does not seem to be possible. Suppressing the 245|h field completely is preferable to current situation.

10) Bonnie's report on IUG session called "OPAC Magic: Pushing the Limits" including online demonstration
This session highlighted various OPAC options that we could consider. It is available at http://www.pandc.org/peter/presentations/opac-magic/. For example, we could choose other fields to display in Brief and Expanded display views.

11) Next meeting
The next meeting is scheduled for Friday, Sept 7, at 9:00 a.m. at Meramec.

Submitted July 11, 2001 by Janice Patton