

**ARCHWAY STEERING COMMITTEE MEETING**  
**St. Louis College of Pharmacy**  
**9:00 a.m., May 16, 2003**

Attending: Carol Bennett, Linda Bigelow, Jennifer Dodillet, Jill Nissen, Sheila Ouellette, Loretta Ponzar, Ann Riley, Bonnie Sanguinet, Fran Stumpf, Stephanie Tolson, Carol Warrington, Patricia Williams, Debbie Woolverton,

1. Call to Order
2. Approval of Agenda – approved with the addition of “Proposed New ITYPE” under Discussion Items
3. Approval of Minutes – March 21, 2003 approved as submitted.
4. Discussion Items
  - Update on StLCOP Implementation – They are in the midst of training. There will be Circulation End-user training next week. Acquisitions and Serials training are scheduled soon. Bibliographic records are being loaded as we speak. They will go-live on the system in June as planned.
  - Election of Cluster Chair for FY 2004 – Jill was elected chair by acclamation.
  - Election of MCDAC Representative for FY 2004 – Bonnie was elected rep and Debbie Woolverton was elected alternate.
  - Election of MAAC Representative for FY 2004 – Loretta will continue as rep for another year, with Ann serving as alternate.
  - Cluster Meeting Dates for FY 2004 –
    - July 18 – SLCC Forest Park
    - September 12 – St. Charles
    - November 21 – Meramec
    - January 16 – Florissant Valley
    - March 19 – Jefferson College
    - May 21 – East Central
  - NetLibrary Update – The NetLibrary records are currently being loaded for Jefferson College and East Central.
  - Scoped Archway Pages (consistency) – StLCOP was looking at the opac menu (catalog) Web pages to see what to do. Each Archway member is using the Archway logo a little differently. StLCOP can design their page as they wish.
  - MOBIUS Annual Meeting – several people are planning to go. St. Charles will be presenting a program about their video lists. Bonnie and Lynne Edgar (MCO) will be doing a My Millennium presentation.
  - Items to Include in Cluster Report at Council Meeting – Implementation of StLCOP, SLCC is implementing Docutek ERes and looking at Docutek virtual reference, JC and ECC are having NetLibrary records loaded into the Archway catalog.
  - New ITYPE: SLCC proposed a new ITYPE: 59 – Popular. They will use it to limit MOBIUS requests for popular books in their collection. Approved.
5. Committee Reports
  - **Public Services** –
    - Revision of Circ Options – Bonnie will follow-up with Jim Dutton. We know we want to set Option #32 to “no” and #74 to “yes”. Others will either not be

changed or Bonnie will get more information on them and bring it to the next meeting.

- Limit by Location Option on Keyword Search Screen – It became apparent that we really didn't understand this option. Linda will contact Robin about it. We need to know how this might affect cataloging.
- There was a discussion about communication between the Public Services Committee and the Steering Committee. The Public Services Committee will make sure there is a member designated to come to the Steering Committee meeting and report issues and recommendations.
- **ArchTech** – no report.
- **MAAC** (MOBIUS Access Advisory Committee) – The committee looked at lending and borrowing for non-returnables since the balancing table was put into effect. It seems to be working as intended. This will continue to be monitored. The \$100 fine limit is now firmly in place. There are still some schools that will not settle without a formal MOBIUS settlement process. The majority of schools will send a bill in August for items that have been billed more than a year. The committee voted on INN-Reach enhancements. Testing continues on the Pick-up Anywhere functionality. There are still problems with the schools vs clusters issue. Bookbands are being revised.
- **MCDAC** (MOBIUS Catalog Design Advisory Committee) – They voted for enhancements via e-mail. Clickable locations are now functional.
- **MERAC** (MOBIUS Electronic Resources Advisory Committee) – June 15 is the deadline for the cafeteria plan. Their report on the URL resolver can be found on the MOBIUS Web site under governance -> MOBIUS Electronic Resources Advisory Committee -> Open URL Documents. Analysis of Digital Reference products can be found under the same committee heading -> DREF documents.
- **Cooperative Collection Development Task Force** – Their report has been submitted to the MOBIUS Executive Council and it can be found on the MOBIUS Web site, under governance -> MOBIUS Cooperative Collection Development Task Force -> Documents. New members are Lois Marshall, Lincoln U, Bill Wibbing, Washington U and Molly Dinwiddie, Central Missouri State U. The task force is looking at cooperative collection analysis products and pursuing grants to pay for one. They are also thinking about creating a state-wide SCAT table to analyze each collection, but another SCAT table would have to be purchased from Innovative. A sub-group is writing sample cooperative agreements. They would like to become a standing committee, with the name MCMAC, but are concerned about overlapping with MERAC.
- **MCAG** (MOBIUS Coordinators Advisory Committee) – Their last meeting was an online one using AIM, AOL's instant messaging. WILO and Archway are both adding additional libraries to their clusters. They voted for INN-Reach enhancements. Open URLs were discussed, but recommendation of III's WebBridge was delayed due to more demand for reinstatement of Table of Contents enhancement and to give time for the marketplace to stabilize. Sheila read us a good definition of what OpenURL resolvers do.
- **MOBIUS Executive Committee** Update – had not met.
- **MOBIUS Council meeting** – Ranken Tech has become a MOBIUS member and will join the Archway cluster when they are ready. They are currently doing retrospective conversion on their collection. The Springfield – Green County Library pilot project and the cooperative partner agreement will come up for review at the June 3 MOBIUS Council meeting. Linda is up for nomination as chair of that committee.

- St. Charles has reported a problem with invoicing in Millennium Acquisitions since Release 2002 Update 2 was loaded, in that multiple orders cannot be canceled at one time. You must go into character-based Acquisitions in order to do this. III has sent this to software engineering.
- St. Charles also reported a problem with the holding tab not repainting in Millennium Serials.
- St. Louis reported a problem with results lists changing in bizarre ways in Millennium Circulation. The MCO Help desk was able to replicate the problem and also found it in GUICAT. It has been sent to III software engineering and will be fixed in Update 3.

6. Around the Table

- StLCOP will begin uploading patron record from their administrative system, Teams Elite, for the first time ever. They will be using a non-SSN student number and have that encoded on a mag stripe on the back of the student ID card.
- StLCOP just had three large windows put in the library, and will be getting new carpeting, paint and shelving.
- Jefferson College is doing an inventory this summer, using shelf lists created in Create Lists. They will also be shifting the collection.
- Jefferson College has created an “Info Commons” with 32 PC’s in the middle of the main floor of the library.
- Pat Williams was chosen Professional Staff member of the year for the SLCC Florissant Valley Campus.
- SLCC Forest Park Campus is replacing the ceiling and lighting on the main floor of the library.
- Carol Warrington announced her retirement as of December 31.
- St. Charles is in the process of switching serials vendors to EBSCO.
- Fran cannot attend the Missouri Library Association meeting in October and would appreciate one of us who is going taking care of the community college luncheon.
- Dr. Michael Banks has become the new Academic VP at St. Charles.
- MCO is purchasing two portable barcode scanners to loan to MOBIUS members for inventory or other purposes.

7. Next Meeting – Friday, July 18, 9:00 a.m., SLCC Forest Park

Bonnie Sanguinet, Recorder