Archway Public Services Committee
Draft Meeting Minutes
February 3, 2006

Attendees: Donna Fitzwater (SLCC-M), Becky Helbling (SLCC-M), Genie Klein
(SLCC-FV), Roger Thomas (SLCC-FP), Patricia Forester (SLCC-FP), Sue Morgan
(Jefferson College), Kathy Schlump (East Central College), Teri-Ann Wallace
(STLCOP)

1. Since Kathy was unable to attend our last meeting introductions were given by
   members in the room.

2. The agenda was approved.

3. The minutes of the December 2, 2005 meeting were approved.

4. The Archway Steering Committee has given the approval to go ahead with the
   redesign of the Archway catalog page. The committee is using the Merlin and
   Washington University cluster pages as examples to model our redesign after.
   One of the reasons for the change is the lettering is sharper and easier to read and
   the tabs are better looking on the Merlin pages. Our current buttons currently
   look jammed on the screen and each are different from the other.

   It was decided that we would work on the redesign as a group and would model
   the page similar to Merlin's except for some small changes. It was pointed out
   that we are only talking about the Archway page redesign not the individual
   library pages. The committee looked at the Merlin page and started making some
   preliminary decisions as to what needed changing for Archway. Any
   recommendations when finalized will be forwarded to the Archway Steering
   Committee.
   - We want the links to the individual libraries spelled out like they currently
     are. We would like them placed in the second banner at the top of the
     Merlin screen. If this is not possible we would like the links to the library
     catalogs at the top of the screen.
   - We would like to move the Archway logo to the top left corner of the
     screen and the links to the right.
   - The designs of the tabs were ok with the committee. We would like to use
     Washington Universities wording with the first tab simply stating catalog.
     We would replace the other catalog tab with either links to the individual
     library catalogs or the Mobius catalog. We will discuss this change with
     others on our campus and provide feedback by email.
   - Under My Library Account we liked the wording from Merlin's page.
     The on screen instructions also seemed helpful. We will have to revise the
     instructions to correspond with our cluster. We would like to remove the

word university from ID help. Sue compiled a list of sign-on ID instructions for each college.

- The Help tab would link to our current FAQ's.
- We would like to add Keyword to the Advanced Search link. The wording can remain the same as the descriptor.
- Under Title we want to remove journals since there is a separate link for Journal Titles.
- Under Subject we want to remove MESH. No committee member could find any relevance to the Archway catalog.
- Under Numbers remove the OCLC numbers and add ISSN and ISBN numbers.
- At the bottom of the page we would like links to the individual library home pages.

We will continue to look at the screens our on own and discuss them by email or during our next meeting. Sue will also email us pertinent changes we may need to discuss with others on our campus.

5. The discussion on pin numbers was sent to the Archway Steering Committee and tabled for a future meeting.
6. Terri-Ann gave a report on topics discussed at the last Archway Steering Committee meeting.
7. Our next meeting is scheduled for March 3, 2006 at Meramec at 9am.

Roger Thomas
2/3/06