

Minutes—Archway Cluster Meeting
St. Louis Community College – Forest Park
Friday, November 17, 2000
Revised 11/27/00

Members present: Linda Bigelow, Joan Clarke, Cathye Dierberg, Becky Grady, Loretta Ponzar, Bonnie Sanguinet, Kathy Schlump, Fran Stumpf, and Carol Warrington

Guests: Carol Bennett, June Gill

Becky Grady called the meeting to order at 9:10 a.m.

1.Minutes

The minutes of the October 13th meeting were approved.

2.SCAT Table – Dewey Division

Carol Bennett distributed the SLCC Dewey division of the SCAT table. A question arose as to whether the “F” for fiction would interfere with the LC F classification. East Central also uses the local call number tag and uses “FIC” for fiction. This will be investigated and Bonnie will submit the Dewey division of the SCAT table to MCO. The LC classification libraries will continue to work on their division of call numbers and will submit a plan at the next Archway meeting. Joan suggested we make sure all programs that need accreditation be divided out in the table.

3.Additional Drop Hold Reasons

Bonnie described the four drop hold reasons we originally set up in the notice text profile: 1) the not wanted after date has expired the hold; 2) the hold shelf time has expired; 3) the material is lost; 4) the item is on reserve. We agreed to add a “not yet available” reason and a free text option. Bonnie will ask MERLIN and Washington Univ. what drop hold reasons they’re using. Kathy will work on text for a sixth drop hold reason, that for items which are non-requestable. Text for the new drop hold reasons will be approved via e-mail.

Carol suggested discussing procedures for deleting holds at the next MOBIUS Access Advisory Committee. We learned that Washington Univ. cancels holds they cannot fill, while Archway tries to transfer the hold to another eligible item. Carol will discuss with Judy Fox again before bringing it up to the whole committee.

There was a reminder to deal with the MOBIUS Reports: Paged Too Long; Requested Too Long; In Transit Too Long and Received Too Long. SLCC agreed to concentrate on resolving issues from the reports in the beginning of the week and the remaining Archway libraries will concentrate on doing the same thing in the latter half of the week.

4.October Statistics

Everyone was able to get circulation statistics for MOBIUS from INNOPAC statistics. Some were still counting some types of circulation by hand.

There was a general discussion about delays in filling MOBIUS requests.

5.Open Logs

We shared the nature of the open logs we are working with. We agreed to report on them every month.

6.API/EZproxy

St. Charles and East Central already have EZProxy working. The new version of the software does not need scripting. You do need a stanza describing your Web server and you need to talk to MOBIUS about their Web server and the IP address of the API. Barry Bookout, a professor of physics at East Central, would be glad to talk with others trying to do the setup. He did have some problems with Gale products.

7.Call Numbers on Bills

If we want call numbers on bills, we need to print one item per bill. We will discuss this with our Circulation staffs and make a decision at the next Archway meeting.

8.MERAC Report

There were two lists of electronic resources presented by the MOBIUS Electronic Resources Access Committee. The first would be member funded, like BIP and CINHL. The second would be MOBIUS funded. Raleigh Muns is coordinating the collection of data. Each institution should evaluate each database suggested. MOBIUS will contract with MORENet for delivery of the databases. The general feeling is that consortium pricing should not be based on 100% participation because not all institutions will be able to afford the price. Kathy will contact Axie Heine about how the community college FTE is calculated.

9.Archway Requests on Non-Requestable Items

Kathy was concerned about non-requestable items being requested. Bonnie has made some suggestions about changes to the Rule Selection Table and Kathy will test to see if the changes work.

10.Authority Work

The authority load should have begun this week. Robin wants to meet with the catalogers and site coordinators to train them about authorities. We would like to meet with Robin as soon as possible. Becky will contact Robin about meeting November 30, December 6, 7, or 13. We will have our next Archway meeting on that same date, at St. Charles.

St. Louis and St. Charles have completed their bibliographic record deduping project. East Central and Jefferson are almost done. East Central's multiple item project is on hold. Becky will contact George Rickerson again about helping smaller libraries with this type of project.

11.Meeting Date Changes

We have changed the Archway meeting dates for March, April and May. The new meeting dates are: March 30, April 27 and May 11, 2001.

12.Lost Book Policy

Carol W distributed the draft of the proposed changes to the MOBIUS Lost Book Policy. The timing of the overdues would change to 5 days for the 1st, 30 days for the 2nd and 45 days for the bill. The charge for lost books would be \$100, with a non-refundable \$20 processing fee if the material is returned after the bill is produced. We approved the proposal.

13.Request Filling Within the Archway Cluster.

There is still a feeling that St. Charles is being selected first to fill a request that several locations have. Bonnie and Carol B will do some testing on this and report back to the Cluster.

14.Next Meeting

St. Charles County Community College, 9 a.m. – Noon, date dependant on when Robin can meet with us about authorities.