MERLIN Access Services Committee Meeting Minutes
January 25, 2005

Present: Tammy Green (UM-C), Caryn Scoville (UM-C HSL), John Dethman (UM-C Law), Diane Collins (UM-C Law), Tamara Guilford Davis (UM-C Law), Barbara Hufker, (UMSL), Lisandra Carmichael (UMSL), Christopher Gould (LSO/MCO), Jenny Bossaller (LSO/MCO), Liz Glanker (SLU Law), Mary Ann Samson (SLU Law), Shuqin Jiao (SLU Pius), Annette Howard (UMR), Mary Jo Barbush-Weiss (UMR), John Meyer (UM-C) Larry Ruzich (UMKC), Mary Anderson (UMKC), Mary Zettwock (UMSL), and June DeWeese (UM-C).

Chair Mary Anderson welcomed everyone to the meeting. Introductions were made.

June DeWeese "volunteered" to serve as recorder for the day.

Mary Zettwock moved and Mary Jo Barbush Weiss seconded a motion to approve the October 26, 2004 minutes as written. Passed.

**LSO Update**:
Christopher Gould gave the following LSO update:
1- The PeopleSoft schedule remains the same as previously announced. The UMKC student database was scheduled to go live in December but the implementation was once again delayed. There are still unresolved issues but they are being worked on. Jim Gibbons and Larry Brooks are working to merge the Human Resources and UMR patron feeds. They are laying the groundwork needed to help dually enrolled students be coded as such so that they may benefit from all electronic resources for which they are eligible.

2-Current loads are for all benefit eligible persons. Christopher has been asked to pursue loading of all faculty regardless of benefit eligibility so that adjuncts will be automatically loaded.

3-There is a current problem with UMSL student numbers overlapping with UMR PeopleSoft EMPL Ids so there may be two records with the same number for two different persons on two different campuses. These will be resolved someway somehow someday soon.

Jenny Bossaller reported that Web training for the MERLIN Catalog redesign will take place next week.

June DeWeese thanked Christopher and everyone else present for all of the work that was involved in adding a new Patron Type (Post Doctoral Scholars) to all of the loan rules.

**Damaged by Courier**

There was a review of the updated "Damaged by Courier Guidelines" that are being discussed by the MOBIUS Access Advisory Committee. Mary Anderson will ask MAC

to ask MCO to post the Lanter form (front and back) that includes the procedures for reporting damage on the MCO webpage so that the form can be printed as needed.

**Interlibrary Loan Issues**

1-There was discussion about the implications of ARIEL 4.0 and its lack of backward compatibility. We will all continue to monitor the discussion lists and plan our switchover at the same time.
2-UMC-Ellis and SLU Law will both be moving to ILLiad soon.
3-There was brief discussion of OCLC's Odyssey document delivery product—an alternative to ARIEL for ILLiad users
4-We all agreed that we will post to the MCIRC-L list updates on what we are doing in ILL, especially when we move to new products and services
5-We discussed OCLC First Search and who is using it
6-UMSL announced that they are acquiring Serials Solutions
7-The question was asked about how many traditional ILL requests received are cancelled because they can be filled locally or through MERLIN/MOBIUS. Many people reported a high percentage. There was some discussion about how to reach patrons with instructions about how to best use the online catalog first before filling out traditional ILL forms.

**Review of MERLIN website proposed changes**

1-Changes have been made in the Request and View your Own Record pages. Wording can be further changed regarding PINS. We looked at the Lance catalog pages. Lisandra Carmichael will talk with Chris Dames who chairs the MCDRSC about adding a statement about "if you forget your PIN, please contact your local Circulation Desk (or perhaps, "your local library") for assistance." This would be on the View Your Record page.
2-Batch Save (the Shopping Cart) topic is now on the MCDRSC agenda for February. We may want to talk with our representative to that committee about how much we would like to see this implemented.

**Announcements not covered above**

1-SLU PIUS has extended the MERLIN graduate loan period from 42 days to 120 days with one renewal
2-UMKC offered a public apology regarding any "Request to Own" errors that they may have made. Everyone else did the same.
3-UM-C Ellis announced that there will be a Privacy in Higher Education Conference in Columbia on March 1 and that everyone is invited to register and come and participate.
4-June DeWeese announced that UM-C is in active negotiation regarding leasing a 40,000 square foot building that will serve as additional space for storage until the next modules can be constructed on the UMLD building. We hope to be able to make a fuller report soon. The prospective building is next door to UMLD and they share a common parking lot.

5-Joshua Henry is the new Circulation Supervisor at SLU Pius and we will meet him at our next meeting.

6- Two new requestable Itypes were requested by UM-C—Requestable Maps and Requestable Microfiche. Those were approved.

7-UMR asked if we would consider permitting community borrowers from UMR to request items through MERLIN/MOBIUS. We are bringing that request to our campuses for further discussion. Mary Jo will ask that it be taken to the MERLIN Library Directors for discussion in that group.

8-Mary Anderson will ask MAAC to re-visit the lost book policy. We would like the borrowing library to be responsible for all items from the time they leave the lending library until they are received back at the Lending Library and discharged. This is the way that traditional interlibrary loan has operated for several years according to the National Interlibrary Loan Code.

**Library Priority Table for MERLIN**

All of the other clusters have a library priority table turned on. MERLIN has not. We voted to turn it on so that there will be only item level holds, not bib level holds, unless all items are checked out. In that situation, "copy returned soonest" would still apply. Jenny Bossaller will arrange to have the MERLIN Library Priority Table turned on. We are to report any problems we encounter as a result of this action to LSO Help.

**UM Libraries Policy on Patron Privacy**

Since Saint Louis University Libraries have access to the name / address file with the UM Libraries, we discussed privacy issues and found them to be consistent among all of the MERLIN Libraries.

**Blocking Patrons**

A question was raised about blocking patrons who have items from other libraries and who do not return them. There was universal approval for that action and most places report that they are already blocking all Patron Types in this instance.

**III ILL System**

UMR and UMSL will meet soon regarding the III ILL System and report to the rest of us the results of their discussion.

**Returned Too Long List**

This particular list is no one's favorite but we all agree that it needs to be cleaned up and stay with as few items to be resolved each month as possible. We all promised to look at the list and resolve each item belonging to each of our campuses over the next month. It will be on the agenda for our next meeting so that we can monitor progress in keeping it in good order.

**Next meeting**

The next meeting will be on April 12 from 10-?

Respectfully submitted:

June DeWeese, UM-C