

Quest Profile Meeting  
July 31, 2001  
State Fair Community College  
Sedalia, Missouri  
Corrected Minutes

Attending:

Angela Rathert Arja Crampton  
Teresa Heater Mollie Dinwiddie  
Karen Monnig Pam Reeder  
Joy Dodson Linda Medaris  
Les Lynam Carrie Clothier  
Robin Kespohl Janine Orrison

Announcements:

Quest cluster now has a web page. Minutes will be mounted there. Send the finalized minutes to the help desk in order to include them on the web page.

Coordinators and committees can be listed on the web page.

Implementation schedule will be included on the web page.

MOBIUS update:

There is a new opening for a training position.

Advanced keyword is being added to all clusters.

Reindexing of MOBIUS will start in August.

Advisory committee:

Recall will be possible. Now they are setting up the loan rules.

Visiting patron software did not work well. That is corrected in the 2001 edition.

New MOBIUS policy:

The rule preventing renewal of a book after 21 days could be overridden. MOBIUS policy will no longer allow this.

Worksheets:

**SA-1** Statistics groups (done)

If we want to add more groups, III can add more later.

**SA-4** Login setup

**CA** Circulation period.

Deleted 8 weeks

**CB** Loan rules

Every time period needs a loan rule.

Start with normal loan period.

Each reserve loan period has a separate rule.

If notices or fine structure are different there needs a different rule.

## **C-11** Loan rules

Went through the 48 elements

CB is due 45 days before circulation training. There will be much discussion of this worksheet in coming meetings.

Transfer CB information to C-11.

The name of the rule should start with the name of the institution.

Specific at bottom, general at top

999 = anything in library

999 = any patron

Getting Started Manual and User's Manual have examples

## **C-4** Patron block table

discussed.

If patron is blocked in own library also blocked in MOBIUS.

## **C-5** Days closed

no range of days, list each day separately

no year

must extend past latest date due

## **C-6** Hours open

no year

no range of days, list each day separately

only affects hourly loans

if closing hour is earlier it would need to be changed

if opening hour is later would not need to change.

## **C-7** Format of notices

explained example

Main challenge is printing. Sometimes there are "creeping notices"

Can option group later if we don't like the example.

Try the standard first. If we need help with the standard, MOBIUS help desk can help us. If we go to the group option, the help desk has to call III for creeping notices.

## **C-8** Text of Circ notices

Text number from C-11

6 lines, 76 characters and does not wrap

courier 10 pts. caps/lower case

## **C-9** Return address

Can generate different addresses from the item location.

## **C-12** PCODE Values

PCODE 1 is institution

PCODE 2 32 values could be class if you can get that information from the patron file

PCODE 3 256 values could be majors if you can get that information from the patron file

PCODE 4 3000 entries MOBIUS doesn't own this...

## **C-13** ICODE Values

ICODE 1 MOBIUS uses this

ICODE 2

## **Status Codes**

Standard Status is AVAILABLE

Circ system adds other codes  
claims returned but not in hand  
in transit  
search  
missing  
library use only  
lost & paid

other status can be brought in later:  
at bindery  
in process  
new books shelf

#### **C-14 SCAT (Call number) Table**

Can answer the question: How many books do I have to support this program?  
runs off classification  
“Statistical catagories”  
have to set up correctly  
What do I want to report?  
Cluster shares this report, there is only 1 table  
Do not leave a gap  
Only 3 characters or less, will skip 4 characters or more.  
would skip VIDEO but not VID  
SCAT must be in before circ starts

#### **C-15 Time to Reshelve items**

Message can be 80 characters but only 21 display in opac (did I get that right?)  
When book is checked in, how long does it take to be reshelved?  
When a book leaves Tech Services, how long does it take to be shelved?

Start with C-10 next week, bring questions, and remember, “Small children will not die.”

Discuss cataloging options for 6 weeks between tape load and implementation.  
Can catalog on CatMe and put 949 tags on the records.

#### **520's**

Do we want 520's. This is a cluster decision. BNA codes 520's from the book jacket. Starting in 1999 the 520 is coded 520 1. BNA started adding 520 in 1990. Indicator 1 means review and cite.  
We can retain our 520 and can index by indicator.

Minutes recorded and submitted by  
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