

## **SWAN Coordinators Meeting**

January 23, 2004

10:00 AM – Cottey College

### **New Business**

1. Training dates for BBC – When? Who needs to send staff  
Initial training will be Feb 3<sup>rd</sup> and 4<sup>th</sup>. Catalog training will be Feb 17<sup>th</sup> and 18<sup>th</sup>. Catalog workflow will be Feb 26<sup>th</sup>. SMSU, Cottey and MSSU (possibly) will be sending individual (s) to the catalog training and workflow days. Millennium Silver is in beta testing. It should be out sometime in early spring. Cluster-wide training for Millennium Silver. Millennium Silver has all the functions for acquisitions and cataloging that is currently lacking with the current version. Circulation and acquisitions will definitely need training from others in the cluster with the new version.
2. Setting up Circulation Module – minimum fine to generate notice.  
After discussion of why BBC brought this up on the discussion list, it was decided that it would be left at \$2. A possible solution for fines that are lower than \$2 would be to generate some type of report with that information.
3. MCMAC (MOBIUS Collection Management Advisory Committee) –  
Becky will report on the committee  
The committee met on December 15, 2003. MOBIUS decided to have the MCMAC committee to look into cooperative collection management; which works well in TN and NC state-side. This committee would try to facilitate group projects around the state. The committee knows that it will not be able to do a one-size fits all program. Some ideas are that maybe theological library may join together, women studies join together and maybe even institutions who want aircraft studies join together on a collaborative collection management. A task force will mosaic across the state. There will be some big and even some small projects. Some projects develop in SWAN with cooperative collection is like in OH where all members use the Yankee Book Peddler. MCMAC did not look at things that concern MERMAC. MCMAC looks mainly at books, serials, etc.; while MERMAC looks mainly at databases. There were three (3) subcommittees formed. Some possible projects are: state-wide collection analysis needs to be done to determine strengths and weaknesses; a survey of storage needs; and cooperative approval plan like in OH with Yankee Book Peddler. Becky stated the next meeting is March 5, 2004, which Douglas Stehle will attend because she is unable to attend herself. Beck distributed a preview of the project proposal form, which will be distributed to MOBIUS at a later time. Wendy had some questions about the survey topics. Becky stated one proposal was to use the SCAT tables, which was to try to keep the SCAT tables alike throughout the clusters.

Becky was not for sure if the SCAT tables would be used, but something will be used to see what comparisons, etc. Victoria stated that if any work needs to be done on the SCAT tables to send her an email about the work. Michelle asked if SWAN is buying into the MU system in regards to storage needs. It was determined that SWAN is not buying into the MU system storage needs. Becky stated that a possible off-site storage area for SWAN would be in Springfield at the Springfield Underground facilities. Becky stated that there are still lots of questions and proposals in the future concerning this committee.

4. Brief Patron Display – referred to Circulation committee.  
Tell Circulation committee members that we (Coordinators) are fine with it. PIN text change for some time. Send Michelle MARS information.
5. New SWAN webpage  
David stated that SMSU does not have problem with the slowness. I have noticed it at other institutions. Some individuals stated they liked the new colors while others have stated they don't like the new colors. Victoria stated that mock-up pages were created and Hardy was supposed to finish it, but Lynn ended up doing it haphazardly. The Committee wants to get rid of the name across the top and replace it with a quick search box. Corky stated that the school wrapping at the bottom of the page is very ugly. Coleen did not like it either. Others agreed with Corky and Coleen. Wendy stated that in the bread crumb area it should be to the institution's catalog and not the library's home page. Coleen stated a problem with the library home page. SWAN catalog goes to the cluster instead of the institution. David stated it should be a capital "S". It takes forever for the new webpage to load. All agreed that David should talk to Gary at MCO concerning these matters. The committee wanted to have numbers instead of names for titles, authors, etc. Virginia stated that some things are enforced because of their own coding issues. Michelle stated that something needs to be done because this is the public face for SWAN therefore this should be a priority. Virginia asked if it could be made a drop down box under the change to another library section.
6. Additional items for discussion  
Corky stated that there has been no meeting for the MOBIUS advisory committee this quarter.

### **Old Business**

1. Expand OPAC display labels – referred to Catalogers  
Wendy stated that on Worksheet # OP-5 that probably add a few letters to spell out the words.
2. MCO portable scanner – update

Wendy stated that SBU is getting will buy themselves a scanner. The cost will be divided up among the members based on the size of their collection. A discussion about the materials booking module started after the scanner topic.

3. Coleen brought up some old business concerning the mymillennium option. David and others said that nothing was done about it other than just discuss it in the Coordinator's meeting. Michelle stated that one issue concerning mymillennium is security issues. The Cluster basically forgot about it. Wendy asked if it wanted to be discussed. She then stated that we should look at what can be and can't be done. Wendy stated that maybe get Jim to inform us and maybe come down for a demo

**Next meeting:**

Friday, April 16, 2004 at 10:00 AM at OTC. Drury will be the backup location.