

1-18-2007

# I-Share Resource Sharing Team Minutes for January 18, 2007

Consortium of Academic and Research Libraries in Illinois

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## I-Share Resource Sharing Committee Minutes

1/18/07

**Present:** Lynn Bierma, Sherry Gogo-Madsen, Kathleen Roegge, Deborah Stevenson, Jennifer Hansen-Peterson, Susie Duncan, Mel Farrell and Lorna Engels

**Absent:** Andrea Morris, Peggy Glatthaar, Pat Woodworth, Claudia Davidage

Lynn called meeting to order at 2:05

Kathy Rogers has stepped down from the team. Susie Duncan has been asked to fill her spot. Lynn has sent all previous minutes and information to Susie so she can catch up.

[Minutes from the 12/15/06 meeting were approved.](#)

Lynn sent the Odyssey report to the Vetting Committee. The I-Share Resource Sharing team has completed the requested task.

Circulation Filled Requests Workflow documentation – Andrea Morris – not complete. Mel will look to see if Andrea sent it.

Workflow for Damaged Items – Deb and Kathy – complete. Mel noted that the new function of being able to call up Patron information from a discharged item still on the discharge screen needs to be included. Deb will re-do documentation to include this function.

This will also be added to the Lost Item documentation. Susie will also add Bursar Transfer information to the Lost Item documentation.

### Winter Forum

- Registration posted
- 36 have registered as of 1/18/07
- Mel will put out a reminder
- Mel also reminded our group that team members and panelists must register
- Mentor program will begin with this Forum – Lynn explained what the Mentor Program was for Susie who has just joined the team.
- There will also be conference callers participating as well as in person attendees
- Lynn will give welcome that will include ground rules for conference callers such as using the mute function on their phones and waiting until cued to ask questions
- Mel will bring conference calling system to the forum.
- Evaluation form will be posted along with handouts for conference callers. Have all presentation handouts ready and to Mel by 2/9/07.
- Evaluation is being revised to include Mentor program and conference callers – Jenny is revising and presenting to IUG
- Lynn will introduce I-Share Resource Sharing team members

- Lorna will give the CARLI Update
- Mel will present the UB Update/Discussion on Workflows
- Brad Whetzel will present Voyager & Circulation Self Checkout
- Lunch on your own – host site will supply list of off campus lunch sites
- Panel discussion – Linda Wade, Larissa Moebs and Leslie Starasta
- Lynn will e-mail panel and set up a conference call to go over the discussion items. Jenny, Lorna and Mel will join Lynn and panelists on this conference call.

#### IUG Update – Jenny

- Team openings – Instruction team has an opening
- Resource Sharing opening has been filled by Susie Duncan
- Judy Anderson reported that a Resource Sharing Code Revision Task force has been put together. Their charge is posted on the CARLI website. Members are:  
 Judy Anderson, Sauk Valley Community College  
 Stephanie Atkins, University of Illinois at Urbana-Champaign  
 Mary Munroe, Northern Illinois University  
 Debbie Stevenson, Northeastern Illinois University  
 Kathy Walsh, National-Louis University  
 Kathy Willis, Elmhurst College  
 Staff Liaison: Mel Farrell and Lorna Engels
- Acquisitions and Catalog teams will host a combined Spring Forum
- Acquisition team is looking into ERMs (Electronic Resource Management systems)
- Next IUG meeting is 2/9/07

#### CARLI Update – Mel

- CARLI sent out notice of slow UB charge time and is making changes to improve the performance. New Book Function was removed for the time being and time out length was changed as shortened. These changes seem to improve the performance. Seems to be an Oracle problem involving a packet loss. CARLI is moving UIUC out of shared Oracle into their own.
- Staff is leaving for ALA Mid-Winter
- CARLI staff is continuing Analyzer training. They have completed Web training, in person training and will finish with Report Studio training.
- Analyzer is a web based Voyager report writing tool. You can write, save and schedule reports without needing SQLs or Access. Specific areas are targeted for reports such as Cataloging, circulation into packets. UB packets are not available and will be created.
- New Library project is continuing with schedules for data review sessions. Libraries, CARLI with the migration specialist will be meeting. Training days will begin through June.

Next meeting will be after the Forum. Monday, 3/5/07 2:30 – 3:30. Mel sent conference call number immediately after meeting: The conference call number is 217-265-6999.

Meeting adjourned 2:53.

Respectfully Submitted,  
 Deborah S. Stevenson

