

8-24-2007

I-Share Users' Group Minutes for August 24, 2007

Consortium of Academic and Research Libraries in Illinois

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Recommended Citation

Consortium of Academic and Research Libraries in Illinois, "I-Share Users' Group Minutes for August 24, 2007" (2007). *I-Share Users' Group*. Paper 45.
<http://digitalcommons.carli.illinois.edu/iug/45>

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I-Share Users' Group Meeting Minutes

Aug 24, 2007
CARLI Office

Members Attending: David Bell, Sarah Mc-Hone Chase, Keith Eiten, Carlos Melian, Larissa Moebs, Dallas Long, Stephen Smith

Members Absent: Tom Goetz, Stephanie Graves

Call in option: Xiaotian Chen, Carol Reid, Paula Garrett

CARLI Staff Attending: Lorna Engels, Paige Weston

Guests: Margaret Chambers (CARLI)

Decisions:

- Minutes approved: as amended (Sept meeting at CARLI office, date of Wheaton meeting affirmed as Oct 25th at 11 with call in option)
- Next meeting: September 28th at CARLI with conference call option

Team Reports:

- Acquisitions & Serials Team—Carlos reporting
 - Susan Singleton was at the Team meeting and discussed ERMS
 - There is a follow up to the ERMS demo via conference call-in on Aug 30 (registration is required)
 - September meeting will include discussion of reports and planning forum in Nov.
 - Sept. 19 conference call-in for Q and As
 - Nov. 29 “Clean up your Acq” Forum, with a focus on cleaning up data documentation and management of documentation through reports, and a ‘HACKFEST’ in the afternoon
 - Recording conference call-ins doesn’t really work at this point
 - Looking at the wiki from CARLI
- Cataloging and Authority Control Team—Stephen Smith reporting
 - Susan Braxton appointed chair
 - Typically two forums (spring and fall)
 - Fall forum planned for Nov. 13 at University of Illinois-Springfield tentatively to focus on a combination of theoretical and practical issues
 - Spring forum may involve collaboration with Digital Collection Users Group (DCUG) and catalog integration
 - Group discussed mentor program with suggestions to IUG
- Resource Sharing Team—Sarah McHone-Chase reporting
 - Deborah Stevenson, Chair
 - Status of revised ILLINET code is coming soon
 - Resource sharing code will be revised after ILLINET Code is finalized
 - Standardized universal borrowing codes is on the horizon
 - Forums usually in fall (Nov. 14th on copyright at Northern) and spring

- New delivery service will be provided by Lanter with tentative 1/08 implementation
- Group discussed mentor program with suggestions to IUG
- Susan charges this team:
 - Study LOST items and how widespread the problem is
 - Current policies and standardization of UB
- Instruction Team—Lorna Engels reporting
 - Molly Bestrum, chair
 - Reviewed activities from previous year, included discussion of Camtasia as best means for future tutorials
 - Discussed survey with I-Share to determine interests/forum topics (filtered to instruction as primary job)
 - Forum (Nov. 7th at HCC) Best Practices in Library instruction
 - Ways to communicate—WIKI (<http://wiki.CARLI.illinois.edu>)
- OPAC Team
 - No report—meeting on Sept. 7th

CARLI Office report: (Paige)

- World Cat local team—needs better support for requesting through I-Share
- Upgrading Voyager (6.5.2) on test instances
- Members databases being updated
- Libraries circulation policies were mounted on the Wiki; individual libraries can and should update it with correct information
- Work on statement of library liaison responsibility
- Training for CARLI staff on how to use Wimba for various meetings and trainings

Conversation with Margaret Chambers (CARLI)

- Updates to content management system
- Updates to website with drop down menus, easy access to documentation
- Cross pollination of I-SHARE and non-I-Share libraries
- Chairs of working groups meeting
- Discussion: How can we make people aware of teams' actions/importance?
- Newsletter--Each Team contribute bullet points to Margaret after meetings
- Discussion of blogs and who would maintain—ask committees if there is interest
- Touch base with Margaret again on quarterly basis
- Suggestion that CARLI construct a list on tasks done on an annual/quarterly/etc basis and include in I-Share Liaison information and in Newsletter

IUG discussion

1. Mentors and Mentored --Include expectations, emphasize value in relationship, look at overarching goals of those involved, discuss issues (like bad mentor), pre-forum commitment, have back up mentors, consider reserved seating or a 'holding pen'. Mentor should contact their 'match' before session (sample contact questions forthcoming). Matched by CARLI, consider school size and/or job function. Networking and peer-to-peer instruction fosters CARLI community.

2. Forums Liaison forum at IWU on March 18 or 19th