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I-Share Users' Group Minutes for September 28, 2007

Consortium of Academic and Research Libraries in Illinois

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I-Share Users' Group Meeting Minutes

September 28, 2007

CARLI Office

Members Attending: David Bell, Sarah McHone-Chase, Xiaotian Chen, Keith Eiten, Stephanie Graves, Dallas Long, Carlos Melian, Larissa Moebs, Carol Reid (phone), Stephen Smith

Members Absent: Paula Garrett, Tom Goetz

CARLI Staff Attending: Lorna Engels, Kristine Hammerstrand, Cathy Salika (phone) , Paige Weston

Decisions:

- [Minutes approved](#)
- Next meeting: October 25, 2007, 11AM, by conference call only (NOTE: changed from in-person meeting at Wheaton to accommodate people interested in attending CARLI Annual Meeting Oct 26th)

CARLI Board Report: (Kris Hammerstrand)

- CARLI strategic plan was adopted. Themes: collaboration, leadership, resource sharing and innovation
- Award process changed
- Renewing efforts to remove or stop collecting Social Security numbers from patron records, especially for libraries with alternative numbers; will contact individual libraries, by August 2008
- Library delivery service implemented January 2, 2008 (firm date), delivered by Lanter. New procedures and delivery routes are in development. More information available soon. Has encouraged additional memberships

Team Reports:

- *Acquisitions & Serials Team*—Carlos Melian
 - ERMS session discussed relative to wiki, notes posted to wiki
 - Planning for Forum “Clean up your ACQ”
 - Open conference call well attended
 - “Forum friends” plans discussed
 - Complex publication patterns: working on website and guidelines for providing screen shots from libraries
- *Cataloging and Authority Control Team*—Stephen Smith
 - Possible communications; test for Forum using guest blogger
 - Documentation updating, UC update workflow
 - Call for volunteers planning to explore Metadata standards and CONTENTdm
 - Planning forum tentatively titled: “Cataloging matters: Looking Forward,” November 13 at University of Illinois-Springfield. May include sessions on:
 - New front ends and cataloguing implications (Michael Norman)
 - Gary Strawn location changer
 - Authority control
- *Resource Sharing Team*—Sarah McHone-Chase

- Revised interlibrary loan information will come out mid-January
- Will give bullet points to Margaret
- Lanter and delivery system discussed
- Forum planning, including preparation for new ILDS and copyright basics (Rebecca Butler, speaker)
- Will ask Susan Singleton for more information regarding LOST item study
- Standardization of UB regular and UB long loan policies in early discussion
- Policies for renewal loan periods, replacement and fines; will develop Best Practices
- *Instruction Team*—Stephanie Graves
 - Forum planning for November 7 at Heartland Community College including Best Practices: Beth Woodard on instruction, Karen Brown on assessment. Afternoon sessions include technology (clickers and wikis) and Immersion attendees discussing changes they instituted. Forum Friends registration will be included
 - Member Randi Sutter will send bullet points to Margaret Chambers
 - Instruction Wiki subgroup with 6 members (Lorna)
- *OPAC Team*—Paige Weston
 - VUFind: working with CALRI staff
 - Support and maintenance of Web Voyage, including asking CARLI staff for persistent link available for records, so they can be bookmarked
 - In anticipation of Upgrade, team will develop checklist for testing the new version

CARLI Office report (Paige)

- Forum planning for several forums
- CARLI office is moving, possibly all CARLI staff will be located in Champaign, just west of campus, larger conference space will be available but not on site.
- Cindy Clennon, Director of Electronic Resources
- CARLI newsletter
- Ex Libris meeting with UIUC accessibility office and Paige; Future Web Voyage version 7.0 looks much more accessible
- Ex Libris migration to Pivotal problem tracking will probably require individual library passwords
- Prototypes of Web Voyage version 7.0 and customization discussion; will probably require complete reimplementations of all customizations, if Web Voyage functionality is to be maintained at current levels
- CARLI annual meeting Friday Oct. 26 at the Hilton Garden Inn (Champaign)

Discussion:

- Future of ILS symposium (discussion)
- Liaison Forum—Library liaison from I-Share libraries, new or refresher information, including Liaison area in website, how to communicate information to staff. Currently, we are documenting what could be done at this forum (ex: UB loan standardization, tour of CARLI web site, new sign-on for Ex Libris documentation/problem-tracking); scheduled for March 18 at IWU
- Usability studies: develop program for participants interested in conducting usability studies, funded in part by CARLI (for incentives like pizza, posters etc) through an application/award process. CARLI staff will look at this in the future

Agenda decisions:

- Using minutes template provided, minutes may be posted within 1 week of meeting
- Dallas Long will submit to Program Planning Committee: suggested CARLI workshop with a copyright lawyer, so attendees can come away with a copyright policy in hand
- Susan Singleton welcomes suggestions on how to brand new front end possibly to be available next year
- Reports Forum—tabled until March

Continue to compile agenda items for a Liaison Forum

Discuss “Forum Friend” results at January meeting