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I-Share Cataloging and Authority Control Team Minutes for September 4, 2008

Consortium of Academic and Research Libraries in Illinois

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I-Share Cataloging and Authority Control Team Minutes

Meeting #20

September 4, 2008 (Conference call)

Members present: Cason Snow, Chair (Northern Illinois University), Susan Braxton (University of Illinois Urbana-Champaign), Daren Callahan (Southern Illinois University Carbondale), Priscilla Matthews (Illinois State University), Gayle Porter (Chicago State University), Cynthia Romanowski (Triton College), Mary Rose (Southern Illinois University Edwardsville), Pamela Thomas (Illinois Central College)

Members excused: Joan Schuitema (University of Illinois Chicago)

IUG Liaison: Stephen Smith (University of Illinois Springfield)

CARLI Staff attending: Casey Sutherland, Cathy Salika

Decisions

Minutes from the July 28 meeting were approved with corrections.

ICAT meetings (conference calls for the remainder of the year) are scheduled for the second Tuesday of each month from 12:30-2:00 p.m.

The ICAT Annual Report should be finalized by May 15.

The Spring Forum will take place on May 5, 2009 at the University of Illinois Springfield. IACQ is being considered for co-sponsorship.

Meeting adjourned at 2:32 p.m.

Announcements

159 people have registered for the Fall Forum scheduled for next Wednesday.

The "Guidelines for CARLI Committee Chairs and Members" has been revised. Items of note:

- Section 11.2. Selecting a Chair. Incoming chairs should be appointed at the final meeting of each year.
- Section 16.1. Annual reports are due by May 31 each year. IUG's teams will need to have their reports done before this, so that all team reports can be incorporated into IUG's Annual Report by the May 31 deadline
- Section 16.2. Task Force Reports. IUG plans to invite team chairs to a meeting on May 22 at which they can present the team's annual report.
- Section 17. Approval of Expenditures. If outside speakers are invited to present at meetings or forums, do not commit to reimburse travel expenses before obtaining approval from CARLI Executive Director or CFO.

- Section 18.1.3. Planning Lead Time. Plan early. Establish dates for events several months in advance (e.g., plan for the fall forum during the previous spring).

IUG Liaison announcements:

- The charge of the I-Share Users' Group is currently under review within that group. They are considering if IUG should expand its scope to include oversight of various products (e.g., SFX, Web Feat) or if additional working groups should be formed to take on these responsibilities. Stephen reported that IUG would like to gather information from each team regarding their respective charges.
- The IUG expects to select 4-5 members from a dozen people who volunteered to serve on the Statistics Task Force. They will focus on reporting needs identified by some of the main outside agencies for academic libraries. They would like to see the updated Annual Statistics Package made available by the end of the calendar year. The task force may evolve into a standing committee.
- A Reports forum is tentatively planned for Feb. 26 or 27.
- March 20, 2009 at UI Chicago, depending on availability of funding from the CARLI Program Planning Committee. The Liaison Forum is tentatively planned for May 21.

Casey reported that ExLibris plans to support Voyager into the foreseeable future. The release schedule for new versions of Voyager is expected to be: 7.1 in 2009, 8 in 2010, 8.1 in 2011, 9 in 2012. CARLI plans to implement the next version of Voyager in the summer of 2009; if testing of the 7.1 product can be completed in time, we may skip version 7 and implement 7.1. Global change capabilities are planned for version 8, with development assistance from Gary Strawn and others.

Tasks assigned

Susan agreed to represent ICAT at the Fall Forum registration table.

ICAT members will review the charge (<http://www.carli.illinois.edu/comms/iug/iug-cat.html>) for possible updating and revision. Discussion of the charge will be an agenda item for the October 14 meeting.

Meeting Dates and Deadlines

Next meeting: October 14, 2008, 12:30-2:00 p.m.

Schedule of ICAT meetings (all 12:30-2:00 p.m.):

November 11, 2008

December 9, 2008

January 13, 2009

February 10, 2009

March 10, 2009

April 14, 2009

May 12, 2009

June 9, 2009

Respectfully submitted by Daren Callahan