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I-Share Acquisitions and Serials Team Minutes for October 10, 2008

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I-Share Acquisitions & Serials Team Minutes

October 10, 2008

Members Present: Sharon Nelson (NIU), Christophe Andersen (COL), Kim Fournier (WRH), JoAnn Hounshell (IIT), Randy Kuehn (IWU), Azungwe Kwembe (CSU), Tammy Schnell (LLC), Ted Schwitzner (ISU), Karen Whisler (EIU, IUG Liaison), Jessica Gibson (CARLI)

Members Absent:, Jen Masciadrelli (CARLI)

1. Approval of Sept. 12 minutes: corrections-LLC instead of LCC, Ted called in later; accepted as amended.
2. CARLI Report (from Jessica in Jen's absence): Jen will go over new committee guidelines next month with us. ERMS RFP has been released. On State of Illinois Academic Procurements website.
3. IUG Report
 - Instruction team charge--members are unsure about boundaries between working groups and other committees;
 - IUG looking at its own charge; hoping each group comes in with ideas of what they want to do
 - Purple ILDS bags must be secured with plastic tie tags
 - Ad Hoc Stats task force formed with Cathy Salika as liaison; next meeting 10/31.
4. Open Conference Call Prep:
 - What ideas excited or scared the most?
 - What was your aha moment?
 - What challenges
 - What support from I-Share
 - How can libraries support each other?
 - What experiences people have actually had with R2?
 - What can large libraries learn from smalls? Small from large?
 - What additional programming?
 - Looking for other people to ask questions.
 - Why did people call in?
 - Are people that are working with R2 on the phone?

Sharon will do introductions; ask first question: why are you here and what do you want to know?

Tammy: what scared/excited you the most and what was your "aha" moment?

Christophe: what projects do you have in mind and what do you think your challenges might be?

Sharon: wrap up with question about libraries using R2 and what comments they might have?

See how conversation goes for before mentioning additional support and programming; work in plug about mini-conferences.

Randy will take notes.

5. Task Outline: Sharon had additional thoughts regarding other tasks; have a conversation later about scheduling of March 2009 meeting.
 - With new committee guidelines and four month lead time, we would need to begin planning a fall forum in April. Need to discuss whether to have and what to have.

- Christophe to parse out list of things people want that they don't know Voyager can do for November-Sharon will add it to the list.
- Additional team response to survey results Use of webinar to do EDI; people want guidance; go forward now, not wait for Voyager 7. Tammy and Christophe could be guinea pigs (hands-on presenters); find visuals that people would find useful from old EndUser presentations; slate this in to start work at December meeting. Poll institutions that already use EDI for expert guidance and advice.
- Revisit complex publication patterns Do as a WIMBA presentation in January or February, using Ted, Alexis (LLC) and Joann

6. IACQ Team Charge

Susan Singleton/IUG has expressed interest in having the team serve in an advisory capacity regarding the big picture and the future of acq/ser systems, and not just micromanaging the aspects of the current system.

- We would need to tweak our charge or the definition of what a team is in order to start looking beyond the current system. User services (per Jessica) thought that focused teams could probably leave charge as is if it's doing what the team wants. However, if the big picture isn't addressed, what groups are looking forward and then incorporating the lower level aspects? Worth addressing a question to the board about whether team charges should include focus on big picture, when users already have a lot of questions about what the current system can do.
- Sharon asked about how long the charge revision process will take? Karen responded that we have the option to leave things as is if we don't feel the charge is broken.
- Elements of charge?
 - Investigate member libraries' needs? How can we do this effectively?
 - Inquire library by library? Work from Support messages? Use surveys?
- Ted will draft a mission statement/preamble for the charge that encompasses the bullet points of the charge.
- Bullets seem only to need tweaking and clarifying, not an overhaul.
- Need to have document fairly firm going into the conversation with IUG.
- Everyone should make contributions over the next couple weeks via email.

7. CARLI Wiki. Private group wiki will be incorporated into the overall CARLI wiki, with group specific permissions. How do we want to take better advantage of the CARLI wiki for group tasks and output?

- Add a Technical Services Workflows level under I-Share; put transcript of this afternoon's call as a starter document.
- subdirectories for mini-forums later; Sharon can make addition later and publicize after the open call; include reminder of existing listserv and link to instructions for subscribing.
- Want to populate this as a solid resource, but we're probably going to need to recruit content from folks with good ideas, and possibly do some handholding to get people going. Encourage comparisons and improvements. Team members should contribute some of their own documentation.
- Put proprietary information in an IP-protected area and link to it from the wiki; Jessica will discuss specifics with the webmaster to see how we can do, since that will require CARLI staff intervention.
- Will stuff need to go through vetting process? If so, who would do? If the CARLI wiki as a whole

or the I-Share portion could be IP-protected, it could solve some of this problem.

8. Mini-forums: Rooms set at Illini Center in Chicago on Feb. 3; nothing firm for IWU or SIUE yet. Randy will try to block out one large room and maybe 3 or 4 smaller breakout rooms for IWU Spring Break.
 - o How do we structure these days?
 - o to topic or not to topic? That is the question.
 - o Perhaps something seeded with job descriptions and training for the "integrated" system, leading out into free form discussion on workflows, general acq/ser issues, concerns, etc.

Respectfully submitted: Ted Schwitzner