

12-10-2009

I-Share Resource Sharing Team Minutes for December 10, 2009

Consortium of Academic and Research Libraries in Illinois

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CARLI RSG Minutes

Minutes for 12-10-09

Attendees:

Committee Members: Susie Duncan (University of Illinois at Urbana-Champaign), Li Fu (Chicago State University), Pam Greenlee (Olivet Nazarene University), Dallas Long (Illinois State University), Peggy Roth (Western Illinois University), Rachelle Stivers (Heartland Community College), Candace Walter (Southern Illinois University at Edwardsville)

IUG: Mary Burkee (IUG Liaison, University of Illinois Urbana-Champaign),

CARLI Staff: Mel Farrell, Lorna Engels

Absent: Marilyn Clay (Oakton Community College); Deborah Campbell (Millikin University),

1. CARLI Office report (Mel)

- a. The test run for removing old stub records works fine!
 - These stubs are orphans; they are records for delinquent patrons that were left over in lender files after termination from their home institution.
 - Mel is in the process of collating information to send to I Share liaisons in individual libraries – Libraries can then try to collect the fines, or track down the books, or simply delete the records.
 - This list will probably run Mon PM 12/14/09
 - Once “unstubified,” these become the lender’s patron. Mel recommends editing records off-line to avoid error messages.
- b. Mel sent a reminder notice to members to update calendars before Christmas break.
- c. The Serials and Acquisitions team sent out a request for ideas for spring forum topics. One possibility is the discussion of 3rd party connections for billing. Circulation staff with any expertise in this area are welcome to contribute.
- d. CARLI hosted MFHD and cataloguing training this week. Circ training is scheduled February 25 with a trainer from Milliken
- e. CARLI is working with Ex Libris testing a WV classic and WV tomcat in parallel. More information on testing V. 7 Tomcat will be forthcoming from the CARLI Office.

2. IUG report (Mary)

- a. Planning is in process for the next liaison forum for 6-10-10 in Champaign at I hotel, – topic TBA.
- b. Discussion regarding access to Springer Books:

There is no restriction on users so patrons could use an eBook from another school. However, they can’t access the material without a login. ILL can send pages to ILL patrons but not entire books. Some institutions will create a fake account for ILL and give user name and password for ILL. Some eBook vendors restrict ILL.
- c. Wiki for ILS

3. "\$4.99 or Less" (Mel) proposal

- a. Mel has incorporated our suggested wording changes into the \$4.99 announcement.
- b. The RSG recommended the following reports be included in the log produced after the scripts run:

- Total fines deleted, including number and dollar amount.
 - A list of \$4.99 or less fines left due to combination of higher & lower fines
 - Patron information on the residual fines:
 - Institution affiliation, IID and/or barcode, Patron full name, type of fine and amount.
 - (reports of stubs that formerly had SSNs now have no ID – all SSNs are removed.)
 - Date item(s) lost or overdue, and fine date
 - Title of item & item barcode.
- c. Dallas recommended we try running the script monthly then adjust if necessary.
- d. Mary will take the RSG recommendation to IUG, to be considered Jan 8, 2010 when they meet next. Subsequently the CARLI board will have to approve it before implementation.
- e. This script just automates an existing policy.

4. Printing Receipts (Mel)

UIC has procedure that by-passes voyager printing and uses less paper to print charge receipts or item lists for patrons at the Circ desk. When a patron wants a receipt, staff changes printer in Circ client and points to PRIMO DF free software. This allows more flexibility in printing options (ex. fit on one page, 2-sided) The process is confusing and libraries can choose to adopt it if they desire. Mel will forward the document for committee review to determine how we should introduce it to the user community. If we think it's useable we'll post on the CARLI wiki with information on the necessary software. .

Mel prepared a WINK tutorial on How to Locate Best Practices on the CARLI website. The web master will post it on CARLI home page! The WINK tutorial session in November at UIC was well received and may be repeated next fall.

5. Wiki for Best Practices (Lorna)

CARLI frequently gets questions about equipment, i.e. requesting recommendations for good barcode scanner, receipt printer, label suppliers, etc. CARLI staff recommended that we add a section for equipment on the public

CARLI wiki that would be populated 1st by our team members but open for anyone. Inquiries could then be referred to the wiki. The committee agreed that this is a good idea. Mel and Lorna will create the wiki space.

Our 2010 Spring meeting dates were determined: January 14, February 11, March 11, April 8, May 13

The new phone system will be in place in January — Lorna – will send us a message with information about the call in number and password/ID. That information will also go the calendar automatically as meetings are scheduled.

Meeting adjourned at 3PM

Respectfully submitted

Pam Greenlee