I-Share Resource Sharing Team   CARLI Committees

2-11-2010

I-Share Resource Sharing Team Minutes for February 11, 2010

Consortium of Academic and Research Libraries in Illinois

I-Share Resource Sharing Committee Meeting

2/11/2010

Conference Call

Members Attending: Debbie Campbell (Millikin University), Marilyn Clay (Oakton Community College), Li Fu (Chicago State University), Dallas Long (Illinois State University), Peggy Roth (Western Illinois University), Rachelle Stivers (Heartland Community College), Candace Walter (Southern Illinois University at Edwardsville).

Members Absent: Susie Duncan (University of Illinois at Urbana-Champaign), Pam Greenlee (Olivet Nazarene University).

Staff Attending: Mel Farrell, Lorna Engels

Guests: Mary Burkee (IUG Liaison)

Announcements

CARLI office report

FTP directory profile names change at the end of the month from reports.carli.illinois.edu to files.carli.illinois.edu.

Look for announcement early next week about the bulk import of bibs for the Springer ebooks. CARLI has been working with Northeastern testing the loading. License does allow libraries to interlibrary loan these titles but libraries will need to develop processes and procedures on their own. Titles may also be placed on ereserve.

Save the Date notice was sent out for the "Quick Access Queries: Troubleshooting Circulation" webinar to be offered April 7 and 8. Will be using Adobe Connection Pro for this which CARLI staff has been training on. Participation by voice over IP has greater clarity than calling in, but both options will be offered. Also, registration may not be necessary, but a list of attendees will be generated.

Purchase On Demand project is up and running. A few glitches have been fixed.

New newsletter will be issued end of next week.

I-Share Users Group Report

IUG has not met since last Resource Sharing meeting so no report.

Informing front line staff of clarification in billing policy

Heartland received a bill from another I-Share library for an item a Heartland patron had checked out. When talking to the billing department it became evident that they were unaware that I-Share institutions do not bill other I-Share institutions; it is the responsibility of the individual patron to make payment. So the question was raised how best to get this information to front line staff. The CARLI Office is preparing an email that further clarifies this policy. Any institution who receives a bill should contact support@carli.illinois.edu. Additionally,

libraries may send billing institutions the language from the "Agreement for I-Share Participant Institutions" explaining this policy.

UIUC Receipt Printer Instructions

When printing discharge receipts, each item prints on a separate sheet, rather than all items on one sheet. UIUC developed a Primo PDF workflow that allows multiple items to print on one sheet. However, CARLI staff have been unable to make it work. Committee members will try it at their institutions to see if they can find/fix the problem.

Wiki for "best of" receipt printers/scanners, etc.

To start the wiki list of circulation equipment, Committee members will send their info to iresshare-bounces@carli.illinois.edu. An announcement will then be make to the I-Share community, encouraging others to supply information. Type of info requested are brand names of scanners, receipt printers, etc, barcode vendors, any purchasing information on circulation equipment that libraries looking to purchase might be interested in.

ExLibris Question

At the last meeting of the ExLibris URM Fulfillment Focus Group, there was discussion of collapsing the distinction between holds and recalls into one function. If this happened, how would it affect I-Share libraries work flow? Most I-Share libraries do not allow patron-placed holds or recalls. Consensus among committee members appeared to be that the change would not significantly impact procedures.

Responses to an inquiry on ResShare-ig list seemed to indicate that Faculty are the patron most likely to have overdue materials. A report run on a sample of I-Share institutions however revealed more overdues by library faculty and alumni. That could also be the result of proportional ratios between the number of patrons in a group and the instances of overdues. Additionally, the longer the time between a courtesy notice and the due date, the more overdues. So sending courtesy notices closer to the due date appears to be more effective. CARLI staff will get the SQL for this suite of reports onto the I-Share SQL Sharing page. Also, reports can be run for any time interval upon request; as annual statistics reports packages can be run on fiscal or academic years.

Tasks assigned:

CARLI staff will send out the information about the UIUC Receipt Printing utility and Committee members will try to run it.

Committee members will submit equipment lists for the wiki to iresshare-bounces@carli.illinois.edu.

CARLI staff will post the Patron Group/Overdue report suite to the CARLI website.

Meeting dates and deadlines

Next meeting: Thursday, March 11th 2010, Conference call