

**Archway Steering Committee Minutes**  
**May 27, 2005**  
**Jefferson College**

**Attendance:** Linda Bigelow; Cathye Dierberg, Jennifer Dodillet, Sue Morgan, Jill Nissen, Loretta Ponzar, Jean Rose, Stephanie Tolson, June Williams, Pat Williams, Debbie Wolverton, Kirsten Young

1. Call to Order - The meeting was called to order at 9:10 a.m.
2. Agenda - The agenda was approved with the addition of circulation training, increased dues, and table of contents.
3. Minutes – The March 4, 2005 minutes of the Archway Steering Committee were approved.
4. Discussion Items:
  - Hold cancellation messages – Jill is constructing the notice and will contact MCO.
  - View Your Own Record – Approved further changes (1) Font should be the same as used for the patron record button, (2) change wording from “sort by out date” to “sort by due date,” (3) restore mouse over text that is needed for ADA, (4) change button wording to “Checked Out Renew” on 2 lines.
  - MCDAC – Carol Bennett will be the representative and Jean Rose the alternate.
  - MAAC – Bonnie Sanguinet and Pat Williams will serve. Stephanie will speak with Bonnie about being the representative.
  - EDIFACT – Committee decided that this is not a priority this year and that we would encourage it to be an enhancement. MCAG representatives will glean more information about this at their next meeting.
  - Field Label – Committee approved that we request “identify” be change to “format” in the OPAC.
  - Circulation Training – Cathye announced that SLCC and MCO will host a training session for circulation all day on July 14 and ½ day on July 15. The first day is across the desk functions and each institution can send 1-2 staff. The second day is advanced and there are no limits. Each director should send names of staff attending to Cathye by June 3.
  - SCAT Table for LC – Jean requested that we develop descriptions for LC. She has samples from Bridges. Loretta and Debbie volunteered to work with Jean.
  - Mobius dues – a brief discussion of the increased dues took place.
  - Table of Contents – The committee approved that we proceed to add TOC enhancements for the second year. SLCC will coordinate.

- IUG Enhancements – MCAG is encouraging that the clusters coordinate top enhancements this year. Each institution is to send the top 3 picks in each category to Jean and Kirsten by June 3. They will coordinate the votes and notify members. Results will be forwarded to the chair of MCAG.
- Meeting schedule – Next year's schedule follows:
 

2005	July 22	Forest Park
2005	September 16	Florissant Valley
2005	November 18	St. Charles
2006	January 20	College of Pharmacy
2006	March 24	Meramec
2006	May 19	East Central

#### 5. Committee Reports

- Public Services – No Report.
  - ArchTech – No meeting but Jean reported on the catalog display for the call number and volume number.
  - MAAC – Loretta and Kirsten attended the May 17 meeting. Loretta distributed a report and highlighted items for pickup anywhere bookbands, damaged by courier procedures, and lender of last resort.
  - MCAG – No meeting but are working via email on EDIFACT and IUG enhancements.
  - MCDAC – Jean and Kirsten attended the March 4 meeting. They reported on InnReach enhancements and standards for cataloging. A small group was appointed to work on a document for cooperating partners.
  - MCMAC – Stephanie reported that they are still working on a RFP for a smart buying plan. There will be a report at the June Council meeting. They are also working on a deselection list.
  - MERAC – Jill reported that the last meeting was in March and the next will be July 14. She reported on the vendor direct programs and costs of databases.
  - Mobius Executive Committee – Linda reported that the May 6 meeting dealt mainly with budget items. Although there were 3 scenarios, the budget approved included no additional personnel. The MCO office will move into the MOREnet facility which will realize lower rent for Mobius. She also announced that SLU will be running their own system rather than sharing with UM. The strategic planning report is available and 2 new committees have been formed, one for governance and growth management and one for charges for the advisory committees.
6. Cluster Report – Cathye will handle the cluster report for the June 7 Mobius Council meeting.
  7. Open Logs – Buttons for View Your Own Record.
  8. Adjournment – The meeting was adjourned at 11:45 a.m.