

**Archway Steering Committee**  
**Minutes**  
**Oct. 26, 2007**  
**St. Louis Community College at Wildwood**

Attendees: Abby DeShane (SLCC-W), Stephanie Tolson (SCC), Kathy Schlump (ECC), Lisa Farrell (ECC), Loretta Ponzar (Chair, JC), Debbie Woolverton (STLCOP), Jean Rose (SCC), Kirsten Young-Abotsi (SLCC-HPIR), Carol Bennett (SLCC-HPIR), Sheila Ouellette (SLCC-HPIR), Jill Nissen (STLCOP), Bonnie Sanguinet (SLCC-M), Susan Fowler (Guest, SLCC-M practicum student)

Chair called meeting to order at 9:10 am.

Two additions were made to the meeting agenda, which was then approved.

Two small corrections were made to the Aug. 24, 2007 minutes, which were then approved.

### **Discussion Items**

Steering Committee Charter -- The discussion was opened, but then tabled until later in the meeting when everyone had arrived. When the discussion resumed later, the charter was approved with a few minor changes, and Kathy will post it on the MCO website.

ArchPub Draft Charter – Kathy Schlump presented this document to the group which was then approved by consensus after a slight grammar change. Kathy will take the approved document back to ArchPub, and post on the MCO website.

ArchTech Draft Charter – Presented by Carol Bennett; after a small grammar change the document was approved by consensus. Carol will take the approved document back to ArchTech, and post on the MCO website.

Equivalent Headings in OPAC – Carol pointed out that when one is in the OPAC doing a geographical subject search, results include a subdivision that says “Equivalent Headings...” After discussing this with MCO, she discovered that we could change this through an Option Redirect 7XX by selected No instead of Yes. The committee agreed that this would be a good idea, so Carol will contact Adrienne at MCO to make the change, which does not require a change to the authority record.

Own and Release functionality in Create List – Setting Review file authorship and ownership. Fran Stumpf at MCO noticed that Archway wasn’t using this feature, and she asked Loretta if it was something we might want to use. After a discussion about how the lists are used at our various institutions, the group agreed that they were happy with the status quo. Loretta will email Fran and tell her we discussed it.

MCO Help Desk – Kirsten described the long delays that SLCC has met with changes requested to the Help Desk with Wildwood issues. There was a discussion amongst the group about the fact that MCO has been understaffed this year. We agreed that we are unhappy with slow response time. It was decided that Kirsten would write a formalized complaint that addresses our Help Desk issues, as well as the turnover in MCO staff and the composition of the Executive Committee.

Syndetic Solutions – Carol reports that we are still waiting for a response.

Limit to Available – Carol explained that this feature in the OPAC should take out Reference and Reserve items in a second-step process after the initial search. The committee finds this feature agreeable and Carol will pursue this with the MCO Help Desk.

## **Committee Reports**

MAAC – Has not met, no report

MCDAC – Has not met, no report

MCMAC – Stephanie reported that the group used Illuminate to meet electronically, which resulted in a “very quiet” meeting. They are looking into how other consortiums are handling “Last Item Retained” because many institutions are doing major weeding projects, and we don’t want to lose the final MOBIUS item. Lisa and Kathy mentioned that when doing their large weeding project at ECC, it was very time-consuming to have to check each title to see if it is the last copy.

MCAG – Has not met, no report

MERAC – Sheila reported a discussion of which databases might be offered under the cafeteria plan. There was a low response to the cluster survey. People are not signing up for the electronic database training with MCO. MCO is requesting feedback on their website. There is also a problem with Serials Solutions and the Federated Search Engine that the current configuration could tie up all ports.

ArchTech – The issue of the Missouri House Bill that requires all visual media formats to have closed captioning was brought up for discussion. Kirsten reported that SLCC-Meramec does some of their owned closed-captioning through Media Services.

ArchPub – Kathy summarized the minutes from the 9/21 meeting at SLCC-Meramec. Jeff Papier and Janice Hovis will be drafting the changes to the catalog Keyword Search Tips. Following the ArchPub report there was a discussion of a request to the Missouri Legislature that would allow for some funding for MOBIUS to expand its services, mainly with changes to the catalog, though it is just a small amount. Stephanie pointed out that the Legislature prefers to fund one-time-only requests, rather than reoccurring costs. ENCORE was brought up, and if MOBIUS does get it, how will they pay for the \$500,000 upkeep?

## **Open Logs**

Kirsten has a request in that would move Wildwood from the bottom of the drop-down menu for campus delivery to where the rest of the SLCC campus listings are located.

Carol said the “Request Book” (instead of “Place A Hold”) request is still pending.

Jean reported an open log that was started by a St. Charles student who was unhappy with a fine! Many of us were unaware that this could be done, but it appears that the student went out to the MCO website and followed through with his complaint, which was resolved after being reported to MCO.

The next meeting is on January 25 at St. Charles Community College.

The meeting adjourned at 11:50 am and followed by a tour of the new Wildwood campus.

Respectfully submitted,

Abby DeShane, SLCC-W