

Archway Cluster Meeting

Minutes

January 27, 2000

Members present: Becky Grady, Bonnie Sanguinet, Carol Warrington, Cathye Dierberg, Fran Stumpf, Joan Clarke, Kathy Schlump, Linda Bigelow, Loretta Ponzar, Paul Talaski, Stephanie Tolson, Robin Kespohl, Mark Wahrenbrock. **Guests:** Jenny Doddilet, Carol Bennett.

The minutes from the January 12, 2000 minutes, directions to Forest Park, and a new phone listing were distributed.

At the last cluster meeting at Flo Valley January 12th, it was decided to begin today's meeting at 9:30am to conduct cluster business before Robin and Mark arrived. Upon further discussion at this meeting, the decision was made to begin future meetings at 9:15am to discuss cluster business.

There was a discussion about the order of the record load that Robin recommended at the last meeting. It was OK'd to load SCCCC records first, then either East Central or Jefferson, with SLCC being loaded last with field protection in place.

Jefferson College has agreed to be the training site for our Innopac training. Linda Bigelow had some reservations that perhaps the equipment in their training labs would not be adequate for our needs. However, they do have a fall back plan in place. There are enough computers in Jefferson's library that can be used in a pinch.

Concern was expressed that perhaps the hosting of lunch for the cluster meetings could become too burdensome for an institution. It was discussed that rather than go out for lunch, the participants could contribute to the cost with the host library still ordering lunch in. Some libraries felt that they still needed to provide lunch to the group. We will visit this subject again in the future.

Loretta Ponzar and Carol Warrington reported on the Access Advisory Group meeting in Columbia on January 25th.

Proposal on ILL policy for MOBIUS - Visiting patron option is a sticky point. This was not part of the original proposal. The visiting patron option is either turned on or off but may be able to set policy at the home library.

There may be a training session offered by Mary Jackson on "Best Practices for ILL". Some of our sites may be too small to benefit from this type of training.

Ariel - There is a new version out that is supposed to be compatible with WindowsNT.

Beginning March 1st MOBIUS libraries will need to keep track of all ILL statistics. The libraries will need to keep track of all lending and borrowing, all MOBIUS lending and borrowing, what is a returnable and non-returnable. Judy Fox from Washington University will be gathering the statistics from March, April, and May.

Linda Bigelow asked what everyone thought of the Archway logo that Jefferson College had submitted. Stephanie Tolson said that one of Flo Valley's graphic design class will work on the logo. Carol Warrington would like to see several sizes of the logo. No decisions were made at this time.

Robin Kespohl and Mark Wahrenbrock took over the meeting at this point.

Robin urged us to look at the CSDirect site for MOBIUS but do not open a call.

The login is mtemp. The password can be obtained from the site coordinators.

III has discontinued Release 2000 upgrades. Merlin has been upgraded, Arthur's upgrade has been delayed until February 2000, and MOBIUS' upgrade has been delayed indefinitely.

George Rickerson was meeting with the House Appropriations Committee. This is the first time without Eldon Wallace.

George Rickerson and Gary Harris met with III at ALA. 1. There has been a concern with the real-time updating of transactions at the INN-Reach level. This has been a real problem with OhioLink. 2. Best Practices Committee - III has not made requested improvements in ILL clients. The result is that there will be no ILL client for MOBIUS until changes are made. The ILL client does not work well with clusters.

Mark Wahrenbrock updated us on the training dates. The week of June 19th is still the better week for the III trainer for Acquisitions training. He will be able to train us on the Millennium Acquisitions in time for our July 1 start date for the ACQ module. The new module should be released soon but some parts may still be in the character-based version.

Serials training for Archway is not possible before July 1st. Mark feels uncomfortable doing the training himself as he is not as familiar with Millennium Serials. A library can go live on the software immediately after training.

Testpac training will be the week of April 10th. The exact dates have not been set yet. The training consists of three parts, circ parameters, administration, and how to look at indexing.

Mark handed out information on loading patron records into an Innopac system. The documentation is in the Innopac manual. Mark prefers Text File Image (Format 3) because it is easier to troubleshoot. Each campus needs to have an ftp server so that the MCO staff can retrieve the patron data. The contributing campus cannot use a 'put' command to send the patron data to MOBIUS.

Direct patron borrowing requires each cluster to have a unique ID for their patrons. A solution that MOBIUS has is to put a unique suffix after the unique ID. An example would be to add a SC for St. Charles after the student's SSN, i.e. 123456789SC. This will allow patrons to borrow and look at account information at the INN-Reach level. Local IT departments will have to provide the suffix in the file MCO grabs. Archway Patron Data is due May 11th.

There was discussion as to the importance of having a item location code for your electronic resources. Establish the code now even if you do not have a need for it. It will be easier to establish the codes now when we are bringing up a new system. Later, these codes need to be added to five different places.

MOBIUS will be doing the URL checking for any 856 fields.

A new Itype was requested for a calculator. The Itype number is 054.

Robin began to go over the bib worksheets. Robin had already made preliminary submissions of these worksheets to III. Each library obtained a copy of these worksheets to bring to this meeting for discussion.

Bib #1 and bib #2 deal with field group labels and tags. III is a marc-based system but the marc is treated differently. Each marc tag is placed in a field group code. For instance, a 245 tag would be in field group 't'. The first sheet deals with the label for each field group. The aforementioned 245 tag would be labeled 'title' in field group tag 't'. The second sheet determines which marc tags go into which field group tag. Using the 't' for title example, the 245 and the 240 marc tags would go in field 'g'.

Bib #3 deals with Bcode Values. Bcode1 is equivalent to bib level. Bcode2 is equivalent to material type. Bcode3 is where the suppression code lives.

Bib #4 deals with Item Field Group labels and tags. These deal with information in the item such as barcode, call #, volume, etc.

Bib #9 deals with the retention of subject headings in records uploaded to III.

There was not enough time to deal with bibs #11 and #12 at this meeting. These worksheets pertain to indexing. Robin wished to allot our full attention to these sheets. We were asked to read the section on indexing and advanced searching in the Getting Started manual for the Feb. 11th meeting.

At the next meeting we will review the above mentioned worksheets. We will also start on worksheets Opac #1-5 dealing with public Opac Display. All sites need to make sure that all location codes and itypes are firmed up.

More cluster meeting dates we established. Robin will not be available from May 22nd - June 2nd. During the May 19th meeting, Robin will discuss with us MOBIUS cataloging practices.

Meeting Dates -

February 11 - Forest Park campus

February 25 - Jefferson College

March 9 - Meramec campus

March 24 - Forest Park campus

April 4 - St. Charles

April 18 - Meramec campus

April 26 - Flo Valley campus

May 12 - Forest Park campus

May 19 - East Central

Minutes submitted by Fran Stumpf, SCCCC