

Notes from Coordinators Meeting, January 7, 2000

Present: Joni Blake, Inas El-sayed, Georgia Baskett, Mark Wahrenbrock, Robin Kespohl, Jim Dutton, Carol Jones, Marcia Stockham

1. The following staff members were introduced to the group: Bob Heidlage, Chris Gould, Cathy Stubbs, Betty Sandbothe.
2. Robin asked everyone to try the URL <http://arthur.missouri.edu/search> from a computer on respective campuses to test the scoping ability.
3. There will be an EBS test with OCLC next week. Robin will need 6-10 records from each site that have been coded for uploading. She thanked Vandy for pointing out that many of Wm Woods records showed unscoped bib. They have now been corrected.
4. Future requests for action items should be sent via e-mail to mcohhelp@missouri.edu. Their Remedy system will generate logs which can be tracked through the system and provide better service.
5. Robin reported on status of previous issues:
 - a. Patron test data from Stephens, Columbia, Wm Woods has been received
 - b. Webpac changes were again given to Bob Heidlage with the request to make them a priority since the catalog is now live.
 - c. Bob will also be responsible for setting up the Arthur webpage where we can post meeting minutes, standards, etc.
 - d. George is working on a contract for authority control and table of contents enrichment. Robin will be calling for a meeting soon to set authority control parameters.
 - e. Gary is still waiting for a decision from III as to when he can complete the upgrade to R.2000. Robin distributed the Enhancement printout and we looked at some of the new functions.
 - f. Innovative is still investigating the interface for the free version of Encyclopedia Britannica. As soon as it is functional, Bob will add it to the Arthur catalog.
 - g. Serials holdings load is yet to be scheduled. The load tables have been built by III.
 - h. CS Direct access (customer service) requires a password. The Arthur group should have a password soon.
 - i. Acquisitions training will be held Feb. 15-17 at Clark Hall on the UMC campus.
 - j. Robin is doing an inventory of modules that were ordered, to be sure they are included on the system. No additional training has been ordered from III. Materials Booking is very intuitive and can be learned from the documentation and practice. The bursars interface will need to be coordinated with each institutions IS department.
 - k. Reminders: We dont need to update the 945 -949 fields in the records that have been loaded. Those are there strictly for information about the records that were loaded. They can be deleted if desired.
 - l. Kathy will do a heading report once a week which will report duplicate call numbers or other errors. She will create a list for each location and notify via the listserv.
6. Notices: There are still some problems printing. Mark is going to look again at the format and setup. We need to print more experiments to see how the system handles items/patrons from different locations.

7. Loan rules for cluster patrons need to point to the notices numbers 48-50. Lorna had requested that we draft a written version of the loan policy, but the coordinators felt this was a directors decision. The feeling was that we may need to see how the current settings work in real life and have the directors draft the formal wording of the policy at a later date .

8. INNREACH training will probably be done in-house by Mark and Gary. The tentative request is that the coordinator, circ supervisor, and one other person from each site attend the training. Dates will depend on availability of facilities, but the target will be mid March. Robin will talk to III about the length of time needed to load records, and we will request a go live date near the end of March.

9. Target date for turning on the get function (patron-initiated requests) is February 1. There are several decisions that need to be made before the function can be activated. The worksheet was completed as much as possible. We still need a decision from Directors on the priority for local holds, and the pickup location option. We also need to think about specific itypes, and /or locations on which we wont allow requests. If we use this limit, it will limit all patrons (local as well as cluster). If there are any to add, let Robin know.

10. Joni distributed the brochure designed by Catherine Craven as a starting point for each site to use in customizing its own. Jim distributed samples of cheat sheets that list codes on the system.

The next meeting is scheduled for Jan 21 at 9am. There will also be a tech services meeting that day.