

**State University Libraries' Public Services Steering Committee
Circulation Subcommittee Meeting Update for 11 May 2007**

Present

Lisandra Carmichael, UWF
Geraldine Collins, FGCU
Lori Driscoll, UF, Chair
Wendy Ellis, FCLA
Priscilla Henry, FAMU
John Katsifis, USF
Jennifer Kuntz, FCLA
Robb Waltner, UNF

1) Course reserves task force update

The Course Reserves Task Force members have received their charge from PSPC, but task force members aren't sure about the purpose of the group. FCLA clarified the charge as a group looking at the user interfaces (OPACs), both the end-user experience and patron-interaction. The SUS OPAC subcommittee is focusing on Endeca and course reserves was not planned to be functional at launch; because no one else is working on Aleph OPAC, this task force is needed for a course reserves interface.

Prior to the task force, Robb was approached by Lisa Tatum about the needs of UNF for their interface, and he sent recommendations. Josh is also working on this project. Does FCLA have enough personnel to take care of issues with Aleph OPAC in the next few weeks? Because of the issues Robb found, the group wondered if it doesn't work and is ugly out of the box, are we going to have functional Course Reserves in Aleph? FCLA assured us that we would, and we should be testing it now. We should let FCLA know what isn't working

We wondered how to get the group going, since a chair hasn't been appointed and no meetings or calls have been arranged. Lori will contact PSPC for recommendations on how to proceed.

2) Unmediated borrowing task force report

This task force was recently reactivated. They set up a blog at <https://sblogs.fcla.edu/index.php/circ> that anyone in the SUS can view and post comments (use Aleph userid / password). They will establish goals and a timeline, then look at other sites and technology that can be used. The plan is to report on findings to CIRC & ILL committees in October, then PSPC in November and CSUL in December.

3) Receipt printing report

UF almost has a workable template ready and will send to FCLA for institutions to share when the margins aren't quite as wide.

4) FCLA report

They are currently doing site visits for the Aleph v.18 updates. UF, UWF, FAMU, & FSU have been done. UNF, FGCU, UCF, & USF are the week of May 14-18; then they will visit FIU, FAU, & New College.

Testing has been conducted on Endeca, and specific to Circ, on the patron loads in v18 format; Jennifer reports they are making good progress.

There are several new staff at FCLA. Two of note include the new Aleph Team Manager, Jean Phillips from SUNY, and Claire Dygert with licensing/electronic resources.

There was a brief report that Wendy was setting up advanced booking in v18, but we need support from ExLibris to resolve issues that were encountered.

Regarding self-checkout equipment, the quote from 3M didn't show a discount, so there may not be a benefit to trying to purchase these as a group. Jennifer is investigating.

5) Using CIRCCLIENT-L

The CIRCCLIENT-L is appropriate for anyone who is interested in the Aleph Circulation client. Lori urged all committee members to join. Send names to Jennifer to subscribe.

6) Annual joint meeting venue & date

Because this year's Florida ILLiad Conference in December will be three days long (Wednesday-Friday), the question has been raised in both committees – should the Joint Meeting be held separately, possibly in a different month? UWF would prefer to have it together to make travel arrangements easier if will still be held in December. After some discussion, the committee voiced a preference for a Friday in July or August; for this year, August 3rd was suggested. Lori will follow up with Kristine, ILL Subcommittee Chair, to find out what that committee prefers.

7) Aleph v18 testing

UNF has been testing; while they cannot email notices, printing is working. FCLA should have loaded customized templates for everyone in their TEST clients. FGCU and UF have just started testing. UWF asked if there's a group that shares info about problems, etc.; CIRCLIENT-L was mentioned as a great forum for this. FGCU has a compatibility problem with the campus system security and cannot send notices via email; Geraldine asked what institutions send notices via email. UF, UNF, UWF, UCF, USF, FAMU, & FIU send notices via email.

8) Privileges for patrons who aren't enrolled/aren't employed during summer sessions only

UNF adjuncts are now remaining active in payroll system over the summer when they aren't teaching; in the past, UNF has had a strict interpretation of current enrollment and employment for full privileges. If students aren't enrolled, they can activate their card for books for a small fee but receive no remote access (includes grad students).

UF has a new grad student category that provides regular grad privileges except for ILL of books; faculty or staff loaded with the employee file are recognized as active.

USF checks whether or not the students were registered in the fall & spring, then allows them to check out books by overriding but not activating cards; they must renew items by phone or via a form. This also prevents remote access.

FGCU will offer a community borrower card (at no charge) for materials but does not allow remote access.

At FAMU, if they are not registered, they receive no privileges.

9) July meeting - changed to July 20th to accommodate upgrade schedule

Proposed agenda:

** UNF, UWF, and UF can talk about how the upgrades went

** Subcommittee website - status? <http://www.fcla.edu/csul/pspc/cirsub/circmem.shtml>

* revising SUS/CC Library Borrowing Privileges page

<http://www.fcla.edu/csul/pspc/cirsub/suscc.shtml>

*Removing "Using Recall/Hold in LUIS" <http://www.fcla.edu/csul/pspc/cirsub/recadoc.shtml>

*Reserve Reading Contacts: University Libraries (no document is linked)

** Evaluating service provision

10) Update

UF is moving from Docutek to Ares for electronic course reserve system. They are working with campus systems to enable Gatorlink authentication; once CoSign is in place, they can make the switch.