Wi-fi hotspots

New hotspots are here. We discussed whether to catalog them or make temporary item records, and decided that since there are already records for devices just like these in WorldCat that we would catalog them. This would give us the capability to place holds, but if we allowed that it would mean hotspots traveling between campuses and for right now, we all agreed that would not be a good idea for now. So we will continue to use the waiting list. We are getting 10, 3 each for MC and SE, 2 each for NE and WC. The new devices are still through Sprint, but much cheaper and will have unlimited data. We are looking into whether data can be turned off for overdue devices. The Materials and Devices User Agreement Form needs to have the following changes made to it:

Device Replacement: $70
Charger replacement: $15 or 20?
Case replacement: $15

Melissa found several options for cases, and we all agreed on one. Which was that cool black one that can also be ordered in blue?

Hopefully we will have them by August.

Tech Services

Melissa went through several changes in Tech Services staffing with us. Mary Kent has retired, TS is down to 3.5 equivalent full time employees. Bob Holzmann will be Tech Services Team Leader. Several staff are helping to catalog and repair items.

Melissa asked whether we could go to 1 TS card, instead of 4 and we agreed there was no need for 4. She also asked whether there was a reason we need the barcode number underneath the call number on the spine and we agreed that there is—it is a big help in shelfreading to catch books that belong at another campus and when looking for books from other campuses. We also discussed whether paperback books need the plastic covers that go directly over the cover and we agreed that on an as-needed basis, yes.

Josh asked about items that are in transit from TCC Libraries (Tech Services) to other campuses. We think that sometimes items are getting discharged but not charged to another card, and being left in Tech Services while showing in transit. We agreed that some of these things may happen less now and to keep an eye on it.

Data Task Force/Annual Report

There were no problems to report with the new methods of gathering data. Victoria is doing the cataloguing and JP is doing the physical processing. Hans is still doing the courier runs, back to using a TCC car. The Courier route is now MC – W – SE – NE – MC. We’re going for consistency.
Analytics/Retreat

We’ve been asked to deliver a presentation on WMS Analytics. We will choose a few reports that librarians might find useful. Collection Evaluation report will definitely be one of them. Emily reminded us about the Collection Maintenance tab on the WMS Libguide. We need to add content.

ILLiad

Emily reported that we are working on transitioning ILLiad to single sign-on. If we are able to make this work, all ILL users will have to be notified of the change. They will need to fill out a few items of information, but after that it will be easier for them to sign on. OCLC has asked us to be early adopters of a system that would integrate WMS and ILLiad more effectively, ILL staff will be deciding whether we want to take part.

Printers

We still have questions about how guest printing will work, and these have yet to be answered.

Minutes by Josh Barnes