Minutes of Public Service meeting

January 5, 2012

Room 486

Present: Donna Daniels, Judy Ganson, Tess Gibson, Phil Jones, Beth Juhl, Kathleen Lehman, Lora Lennertz Jetton (presiding, minutes)

Report on Document Delivery Project

- Gibson indicated that the setup is ready for MAIN and PHYS document delivery and reported that FAL is in need of a Photocopier and CHEM requires software. The intention is now for MAIN and PHYS to begin the project.
- It was clarified that branches will act as satellites for ILL delivery. As such, Physics has had Illiad loaded onto their computers. It was described that the client would be used for document delivery. E-mail will still be used for InterLibrary Loan.
- Gibson indicated that the document delivery document will reside on the A-Z list and that she will announce the service on Tuesday Times as a method of describing the service to library instructors.
- Jones indicated that he was still in need of a copy machine that would allow e-mailing of documents directly to locations or individuals.

Paging Slips

- It was announced that the MilCirc group is discussing paging with a goal of having a paging system test in the near future.
- Daniels reiterated the need to think about the initiative proposed by the Extreme Makeover team to place ILL materials in an accessible location for patron self-service.
- Lennertz Jetton will gather manual pages that relate to the paging slip implementation and distribute them to committee members.

General announcements

- Lehman indicated that Physics will be closed on both Saturday and Sunday this semester.
- Jones indicated that he will be gathering a meeting on January 18th of attendees at ALA Midwinter. Attendees from Public Services include Dean Allen, Zou, Daniels, Jones, Salisbury, Lehman, Spiegel and Turner.
• A shout out was given to Kareen Turner who has been asked to run as vice-president of LSSIRT (Library Support Staff Interests Round Table) and to Phil Jones who has been invited to run for chair of ARLIS – Central Plains.
• Juhl noted that the E-Resources pages were being redone and that the mobile apps guide was moving to a LibGuide format in order that info on apps can be linked in other subject guides.
• We will be discussing the Commitment to Excellence at the next meeting. Daniels suggested that members look at expectations of service statements of other institutions. Members were directed to forward to each other websites that may be of interest.
• Lennertz Jetton mentioned that we had decided to discuss the gathering of directional transactions via Desktracker at the beginning of the year. We decided to revisit the topic in March or April. Prior to the next meeting on this topic, all members are to review their data.