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2008

LACUNY Acquisitions Roundtable Meeting Minutes, May 2008

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LACUNY Acquisitions Roundtable

Spring meeting minutes

Wednesday, April 3, 2008

2 PM

Graduate Center, room 3212

Chair: Jane Fitzpatrick (GC)

Attendees: ; Alex de Laszlo (LGA); Ann Matsuuchi (Brooklyn); Cecilia Salber (KBCC); Ching Chang (MEC); Chip Stewart (CCNY); Dolores Grande (JJ); Ka Chuen Gee (Lehman) Linda Wadas (BMCC); Marsha Clark (Central); Njoki-wa-Kinyatti (York); Thomas Riker (BCC); Kenneth Rosenberg (QC); Maria Kiriakova (JJ).

Ann Matsuuchi (Brooklyn) agreed to take the minutes.

Agenda items:

1. Elect a new chairperson

- Cecille Salber (KB) will be the new chair; Maria Kiriakova (JJ) will be co-chair.

2. Discuss impact of Coutts' move of their processing unit.

- Marsha Clark (CO): Discussion about Coutts relocation of cataloging and processing unit to Tennessee. Will this have consequences for us? At least 2 catalogers with CUNY experience will be moving there, so hopefully there should be few problems. Marsha asks that you cc her when emailing Coutts about problems. Check the boxes to see where they originate from.

- Marsha told us that Sharon Swacker (NY) was investigating longstanding open orders and she reported that 5 titles had that arrived at Coutts back in November according to OASIS, and it is now April. It looks like we might experience long delays. Some books appear to have been lost in the transition.

- Coutts reported that they need to restock processing supplies. Make sure to contact Coutts and update your library's contact info with them. Coutts: 1-800-263-1686

- Coutts contacts:

- Betting Weichert [bweichert@couttsinfo.com] is still managing cataloging & processing. Marsha Clark would like to find a contact person at the Tennessee office.
- Dana Walker is no longer at Coutts. Cecile Shmookler is no longer area manager, but is doing work with collection development & Slipstream.
- Jennifer Beatty [jbeatty@couttsinfo.com] is our main customer service representative.
- Victoria Skubel [vskubel@couttsinfo.com] should be contacted for any accounting or invoicing problems.
- Also remember that Marsha Clark [Marsha.Clark@domino1.CUNY.EDU] would like to be informed about any Coutts problems that arise, and would be happy to talk to you about any of this.

3. Notes on operations: discussion to include any questions or interesting developments that various colleges have to report

- Chip Stewart (CC): Would like to start more conversations regarding good practices, ideas for improving operational procedures; Any way to spread out orders over the year? This is affected by funding for most libraries. Any ideas for good workflow? Chip made a site visit to Linda Dickinson's office with an acquisitions assistant and discovered some new tricks, such as saving defaults (to avoid repetitive filling out of fund code fields, etc.).

- Cecilia Salber (KB) reports that she puts in orders to Coutts without sending them. These orders will have the status of 'order initiated.'

Things to look out for if you do this: these will appear on the monograph claims reports; bib records need to be suppressed or the holdings will appear in OCLC

- CCNY does not arrive Coutts books until they get notification that the bib records were loaded; question about where and when to create holdings; does cataloging look at Coutts books when they arrive? Or do the holdings get added or linked by acquisitions staff?

- Discussion about the usage of Coutts OASIS reports

- Chip Stewart: creation of monthly statistics reports > using stats to tell positive stories about efficiency, money saved, etc.

- How many libraries have combined acq/serials departments? What is the central focus of this roundtable? Responses were about 50/50

- Using object codes in Aleph ; discussion about parent/child funds.

- E-books: Discussion about the limitations of our platforms, NetLibrary & Ebrary. CCNY bought some individual sets; GC bought Camber [<http://www.cambriapress.com/camberhome.cfm>] which has a much better model allowing for pdf download and portability. EBL [<http://www.ebilib.com/>] also offers more benefits.