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LACUNY Interlibrary Loan Roundtable Meeting Minutes, October 2004

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ILL Roundtable Meeting, Fall 2004

Attendance: David Donabedian (HC), Nancy Egan (JJ), Rhonda Johnson (HO), Gene Laper (LE), Anne Leonard (NY), Clementine Lewis (LG), Eric Neubacher (BB), Beth Posner (GC), Evelyn Silverman (QC), Raymond Wang (SI), Amy Wolfe (CC), and invited guest LaRoi Lawton (BX)

The ILL Roundtable Meeting was held on Oct. 7, 2004 in the Baruch College Library Conference Room. Clementine Lewis called the meeting to order at 2:30 p.m. The members and guest were introduced at the beginning of the meeting.

The Spring 2003 minutes were approved with a few minor changes. One change was a discussion noted in the previous minutes led by Raymond Wang. The change indicated the virus that affected his ARIEL system was not caused by ARIEL, but rather the mail server.

LaRoi Lawton, a member of the Multimedia Roundtable, attended the meeting to discuss borrowing and lending media materials through the Interlibrary Service. While he stressed that the Multimedia group did not want to create work for ILL Librarians, he believed there was some indication by the Chiefs that this was a function that should fall under ILL. After some discussion about the problems and the various ways in which schools handle these requests, there was a consensus that there were severe obstacles for lending and borrowing through ILL such as the following: *1)* media materials are housed separately in a Media Center, *2)* some media materials are not catalogued, *3)* requests must be submitted at least three weeks in advance for media items, *4)* daily METRO deliveries for all libraries are required, *5)* adequate staffing for all ILL Services is needed, and * 6)* ILL budgets may have to be increased to handle the cost for shipping media items.

Eric Neubacher (who serves on both roundtables) said that he was creating a master list with information on borrowing and lending procedures for each CUNY school. It would indicate how to handle ILL and Media transactions with each school. Rhonda Johnson said that she believed the list would solve all problems that she was currently encountering. This appeared to be the general consensus. Nancy Egan asked if there was a general feeling that patrons were getting good service with existing procedures and there was general agreement that they were.

Before LaRoi Lawton left the meeting, members of the Roundtable thanked him for participating in the discussion.

There was some discussion about OCLC First Search, which included the handling of ILL procedures after Passport and the micro enhancer were sunsetted. Those using ILLiad said that OCLC works with that management package. Those who don't have ILLiad were wondering if stats would be made available from OCLC like they are now if you use passport. There were also questions about who would pay for the ILL module. Currently, the University pays for Worldcat, but it does not pay for the ILL transactions.

Amy Wolfe said that there would be an information session on OCLC First Search on November 12 at the New York Public Library. She encouraged other members to attend.

Clementine Lewis brought up the topic of the colleges' use of Tech Fee money because not all libraries were getting money from these fees. Nancy Egan said that the library at John Jay receives a considerable portion of the money. Furthermore, the ILL department received some money to be used for document delivery for graduate students.

Rhonda Johnson said that she would like to know if she could get some help on a few things, particularly ARIEL, since her department just installed the software. Amy Wolfe said that Rhonda could meet with her. Amy also suggested there was a need for the ILL Librarians to share information with each other on a regular basis. Also, we should meet more than once a semester. After some discussion, it was agreed that was a good idea.

Since there is a new University Librarian, Nancy Egan asked if anyone had heard whether the current status of intercounty borrowing would change. Although none of the ILL Librarians knew anything, Nancy indicated that she had heard that he supported the project and that CUNY would implement the Resource Sharing Module in the future.

There was some discussion about recordkeeping for the ILL Service. Nancy Egan wanted to know if anyone was keeping records for demographic purposes. Presently, these records are not being kept.

Another discussion led by Evelyn Silverman regarding CLIO indicated that it was very hard if not impossible to separate personal names from records in CLIO.

The next meeting was tentatively scheduled for Dec. 2, 2004 .

The meeting was adjourned at 4:30 p.m.

Submitted by
Nancy Egan
December 2, 2004