

Systems Monthly Report – April 2012

Cataloging : provided Lisa with a list of MANUSCRPT titles that had been catalogued in March; did some fancy API to identify titles (662 out of 723,903) w/truncated fields for David so that he could fix them; automated the process of deleting Ebrary titles

Circulation : sent Johanna an updated 'reserves binder' spreadsheet; learned that MISSING (current location) items that were moved from MRC to MEDIALIB (home location) lost their MISSINGness; identified which patrons owe \$300 or more

Meetings Attended : ACAC (4/12); CompMonCom (4/13 & 27); Vera @ Sirsi (4/16); VOIT/VALE Committees Plenary Session (4/18); SC/UA (4/26)

Methodist Library : wrote a Perl script to help Corey identify gifts that are already in the database saving him the trouble of searching each title manually

Sirsi/Unicorn : wrote a Perl script that scans the finished reports for warnings and error messages saving myself a lot of time and eye-strain

SNRG : waiting to hear if my program proposal, *Why I Love API*, will be accepted for the June conference at MSU; working with Andrew and Chris to prepare an evening tour for SNRG librarians

Special Collections / University Archives : after inventorying SC/UA's use of locations and item types I met w/the committee to discuss strategies for making the use of these database fields more logical, intuitive, and consistent with the ultimate goal being a more user-friendly search/discovery capability – next steps will include having the same conversation w/Cataloging and R&R to help determine the best way to accomplish this across all collections

Summon : found an error in Summon's link to our catalog and asked them to fix it which they did in a very timely manner.

Web2 : added April 2012's new titles list after tweaking the script to make it much easier to add new subject headings; discovered a bug in Web2's holdings table when there are multiple call #s and items on a single bib-rec...

Systems Monthly Report – March 2012

Acquisitions : wrote a biborderload report, just like Midwest's, for Harrassowitz to enable ordering via their website

Cataloging : identified a rogue bib-rec for Lisa; figured out which MRC bib-recs include a 540 field and made that "terms of use" field display in Web2; set up a routine for deleting Ebrary titles from the catalog – tested it on the test server – deleted 200 Ebrary titles on the production server; deleted 4,007 items (and 1,310 titles) that had been "discarded" over the past several months

Circ : sent bills to ETC and gave Debbie the numbers re \$s for copies as well as total \$s; provided Carole with a list of MRC titles w/PAL in the 538 field; changed the home location for all 4,808 MRC items to MEDIALIB

Meetings Attended : CMC (3/1, 3/9, 3/23); VALE Exec / VOSC / VOIT / Kuali OLE (3/7); ACAC (3/8); VALE Ref (3/13); VOIT (3/14); Summon Kick-Off Call (3/21); VOSC/VOIT (3/27); Ebrary (3/29)

MethLib : working w/Corey developed a web interface to migrate lists of pamphlets, currently kept in Word documents, into a MySQL database that can then be used to update search engines such as Solr and Summon.

R&R : provided Z39.50 info for the EndNote Web Catalog; assisted Jenne in setting up an SSL Certificate for ezproxy.drew.edu

Red Flag Reports : began experimenting with API scripts that will catch errors such as Ebrary "titles" that are not e-books or items that have been given home locations that we do not use

Sirsi : assembled ppts for COSUGI presentations

Statistics : provided Debbie with some of the answers to ACRL's annual questionnaire

Summon : came up w/answers for the Implementation Manager (Brad) so as to be prepared for the initial kick-off call; met Brad via conference call w/Dorothy; sent 715,024 MARC records to Summon's FTP server; completed the Catalog Workbook and sent that, along with a list of our location codes and descriptions, to Brad

Web2 : added February 2012's new titles list and started archiving previous lists starting with January 2012; added "Ellis Collection" to the relevant drop-down box and set it up to display in the holdings table

What's on the Horizon : more than will fit here but pretty much the same as last month

Systems Monthly Report – February 2012

Cataloging : provided Lisa with stats re titles/formats cataloged and items/locations created in February 2012 (this has become a routine and so I won't continue to mention it here); created lists of odd MRC items for catalog clean-up

Circ : installed WorkFlows on Jack's new/old XP PC; created lists to enable an MRC inventory

Collection Development : built another Excel spreadsheet (they didn't like the first one) of our 24,527 electronic resources that have either an ISBN or an ISSN so that Primo can give us a Central Coverage Analysis; made the What's on Order web page smarter by including a Current Location column because sometimes books get onto the shelves before they are paid for – also removed cancelled (no longer funded) orders from the list

ILLiad : put an SSL Certificate on illiad.drew.edu – thanks to Frank and Mike for their help

librarycat.drew.edu : implemented, thanks to Axel; website links updated, thanks to Jenne

Meetings Attended : VALE BCMC (2/2); Summon demo prep (2/3); Town Hall Budget Meeting (2/3) ; Summon demo (2/9); ACAC (2/14); VOIT (2/15); AAUP (2/16); Summon demo follow-up (2/21); Digitization for Small Institutions, part 2 (2/23); CMC (2/24)

Sirsi/WorkFlows : thanks to Destiny for solving the problem re Windows7 vs WorkFlows3.1; some overnight reports came back w/warnings and errors resulting in inconsistent funkiness when searching the catalog – Sirsi Support came to the rescue – I'll be following up to make sure I understand what went wrong and how they fixed it

VALE/VOIT : this month my first priority was to set up a demo of XC (the open source OPAC) – it didn't work so I set up a home-made OPAC using Solr instead – my first experiment was a catalog that combined MethLibrary items that are cataloged in Unicorn with pamphlets that are listed in several Word documents – next I created a catalog of Reference materials, both hard-copy and E-Ref, and included facets for Pub Year, Item Type, and Subject Heading – enabling multiple holdings (for Ref and Stacks and then for the other Alpha libraries) is next – check out the current iteration @ <http://xc.drew.edu:8983/solr/browse> - thanks to Paul for setting up the server and installing all of the software

What's on the Horizon : work w/Axel and Carole re patron load, fees, and fines in Banner; propose that we assign a relevant current location to certain non-circulating items; enable the authorization of genre headings; harvest statistical information and then remove patron records that expired long long ago; finish the Very Fast Journal Title Search Engine (using Solr?); index more of those Meth finding aids (ibid); build a Keepable Kept List; set up an online circ system for US Government Documents; now that WorkFlows works on Windows 7 we can accomplish the upgrade to Symphony 3.4 at our convenience

Systems Monthly Report – January 2012

Cataloging : provided Lisa with stats re titles/formats cataloged and items/locations created in December 2011; set up a WorkFlows User ID for Cassie

Circulation : changed due and exp dates for CLA and CLA-BA patrons; set up a WorkFlows User ID for Jack; changed select patrons' (142 faculty & staff and 383 CLA & CLA-BA students) status to BARRED

Collection Development : fine tuned some circ stats for the folks in the math dept; built an Excel spreadsheet of our 645,269 titles including ISBNs and ISSNs so that Primo can give us a Central Coverage Analysis

ILLiad : tweaked the HTML so that patrons would not be directed to create their own usernames (they are getting in w/their Drew log-on via LDAP) and removed the "Forgot Your Password?" link since ILLiad can't help you re Drew passwords; created an OpenURL link from WorldCat which reads "Request an Inter-Library Loan" and removed the option to place requests via the old review file; other misc HTML/Customization Manager tweaks were accomplished; illiad.drew.edu is now open to the outside world (thanks, Frank!); edited the change info, new request, and user registration pages to make them more user-friendly

Meetings Attended : The 13th annual VALE / NJ ACRL / NJLA CUS Users' Conference "Brave New Librarian: Meeting Challenges and Embracing Change " (1/5); VALE Reference Services Committee (1/5); Collection Development Liaisons (1/11); Primo demo (1/13); VOIT (1/18); Vera @ Sirsi (1/23); Advanced Digital Preservation (1/26); CMC (1/27)

Unicorn/WorkFlows : working w/Paul @ CNS (getting questions) and Vera @ Sirsi (getting answers) to find out what needs to be done before doing the upgrade to 3.4; working w/Destiny to make WorkFlows 3.1 available to those w/Windows 7 PCs

VOIT : participated in a presentation of Discovery Layers at the VALE conference

Web2 : coordinated with Axel, Dorothy, and Jenne regarding a new domain name to replace catalog.drew.edu – solicited ideas for the new name from library faculty and staff – provided ballot results to Dean's Council; fixed the display of the 246 field; replaced the item-specific notes in both the hitlist and the full record (they must've gotten lost when I re-wrote the holdings table in October); moved two and a half years worth of Web2 logfiles from Bishop to my PC so that the server's cup wouldn't runneth over; added new "new titles" lists for Stacks/Reference/E-stuff, the Methodist Library, and Special Collections

What's on the Horizon : work w/Axel and Carole re patron load, fees, and fines in Banner; propose that we assign a relevant current location to certain non-circulating items; set up a routine to count and remove discarded items; enable the authorization of genre headings; automate the harvesting of statistics; harvest statistical information and then remove patron records that expired long long ago; make the What's on Order web page smarter; finish the Very Fast Journal Title Search Engine; index more of those Meth finding aids; build a Keepable Kept List; set up an online circ system for US Government Documents

Systems Monthly Report – December 2011

Acquisitions : assembled a spreadsheet to see how many items that were acquired in a given year have been checked out how many times; created an interactive new titles list that interfiles hard-copy and e-copy **which only needs a little more tweaking before it will be ready for prime time**

Cataloging : created title lists re bib-recs that have nothing in their 001, 010, 020, or 022 fields to enable catalog clean-up in prep for VALE OLE; fussed w/the links from WorldCat to our Web2, again

Circulation : tweaked Marsha's User Access Policy in WorkFlows; set up bill notices for alumni and residents

Collection Development : ordered some music books; built a spreadsheet of circ/call# re math (51x & QA); added the Steiner Fund to the "what's on order?" page

ILLiad : learned more about patron info and determined that pre-loading patrons is not necessary – a little tweaking of the HTML is all that is required

Meetings Attended : Cataloging re VALE OLE (12/1); ACAC (12/5); VOIT (12/7,15); AAUP (12/9); USGovDocs (12/12); R&R (12/15); EBSCO Discovery Service (12/15)

Parties Attended : at the Library Holiday Party (12/19) I was gratified to relay many compliments to my daughter, Greta, regarding her delicious pumpkin pie - I also enjoyed the opportunity to play the Methodist Archives' beautiful Steinway piano; I managed to enjoy the Tech Services Lunch at the Grain House (12/22) without knocking my head on the low ceilings - I'm not sure if Washington slept there but I'll bet you he bumped his head on those beams!

Sirsi/WorkFlows : decided that procrastination is the better part of valor and so have postponed the upgrade from Unicorn 3.1 to Symphony 3.4 till January 6-20

VOIT : struggled to get XC up and running in spite of its lousy documentation and then decided to use their installation rather than my own at the VALE conference in January

Web2 : removed Science Building Library from the Collections drop-down box since their stuff has been returned to the library and they only keep one title over there now

What else (in addition to any red text above) is on the Horizon : work w/Axel and Carole re patron load, fees, and fines in Banner; propose that we assign a relevant current location to certain non-circulating items; set up a routine to count and remove discarded items; enable the authorization of genre headings; automate the harvesting of statistics; harvest statistical information and then remove patron records that expired long long ago; make the What's on Order web page smarter; finish the Very Fast Journal Title Search Engine; index more of those Meth finding aids; build a Keepable Kept List; set up an online circ system for US Government Documents

Systems Monthly Report – November 2011

Acquisitions : found some needles (six titles that had been billed to the wrong fund) in a haystack (an invoice that included 754 titles across 40 funds)

Cataloging : fixed the links from WorldCat to our Web2; cooked up some numbers for the Oberlin Report; provided Lisa with a list of titles that might need some fixing; **came up with a plan for a new title list that will include both hard-copy and e-stuff**; figured out how many bib-recs have nothing in their 001, 020, or 022 fields

Circulation : figured out why a cancelled hold didn't think that it was cancelled; started **working w/Axel and Carole re Patron Load and fines re Banner**; tweaked some reports for Carole; changed exp & due dates and renewal limits per Carole's request

Formats, Locations, and Types, OH MY! : thought of a solution to the confusion and intuition challenges that can be found in the catalog and which are caused by the necessary assignment of all of the above to each and every combination of MARC record (format) and Item record (home location and item type) and **will soon propose that we assign a relevant current location to certain non-circulating items...stay tuned!**

Meetings Attended : CMC (11/4, 18); ACAC (11/7); CNS (11/8); Summon (11/15); ILL re borrowing in ILLiad (11/16); VRSC (11/29)

VOIT : started **working w/XC on the Linux server** that Paul set up for me (thank you Paul!)

Web2 : fixed the "do exact search now" button and text box (which had been overwriting your search terms with a helpful message if you decided to change the drop-down box); added the 880 field (Alternate Graphic Representation aka Vernacular Script) to the full bibliographic record; got published in Visions!

What else (in addition to any red text above) is on the Horizon :

Cataloging : set up a routine to count and remove discarded items; enable the authorization of genre headings; automate the harvesting of statistics

Circulation : harvest statistical information and then remove patron records that expired long long ago

Collection Development : make the What's on Order web page smarter; explore the usefulness of a Circ/Call# analyses of the collection

ILL : finish building the Very Fast Journal Title Search Engine

Methodist Library : index more of those finding aids

Sirsi : do the upgrade from Unicorn GL3.1 to Symphony 3.4 before the Christmas break

Web2 : accomplish a Keepable Kept List that will accept titles found via a call number search without breaking the catalog

Systems Monthly Report – October 2011

Administration : drafted a Technology Needs List for the 2012-2013 budget proposal after consulting with as many stakeholders as possible

Cataloging : added the 852 tag to the MARC catalog format; added 260\$e to the old new books list avoiding annoying unmatched parentheses

Circulation : modified the Assumed Lost report per Carole's request

Meetings Attended : Strategic Plan / Identity Project (10/5); LTC (10/12); Vera @ Sirsi (10/13); Collection Development (10/13); ACAC (10/17); ReOrg w/Bob (10/17); CNS (10/18); VOIT (10/19); CMC (10/21)

Methodist Library : worked with Corey to develop a federated index of Methodist materials from various and diverse sources

Sirsi : learned that Symphony 3.4.1 may be available when I do the upgrade in December but that it is not Web2 friendly and does not come with a new OPAC (that would cost more money) and so we will be upgrading to 3.4 and sticking with Web2 for the time being; my proposals to speak at the 2012 COSUGI conference were approved

Squirrel Rescue : provided shelter (in my ceiling) to a squirrel and assisted Masato in removing the squirrel from behind his radiator and releasing it on Mead Hall's backyard lawn

Web2 : fixed the search form at the top of the hitlist; removed the option to "add to kept list" for titles found via a call number search since that was breaking the catalog; rebuilt the holdings table to allow for titles w/both MARC Holdings and Items, included logic regarding the several locations (there are 23 of them!) in which "periodicals" might be found, and added AI re the difference between microfilm and microfiche. This project took up most of my time this month – I am so glad that it is finished and that I can get back to work on...

What's on the Horizon :

Cataloging : set up a routine to count and remove discarded items; build a new e-books list; enable the authorization of genre headings; fix deep-linking in WorldCat

Circulation : harvest statistical information and then remove patron records that expired long long ago; be ready when Banner replaces AIMS regarding patron information

Collection Development : make the What's on Order web page smarter; explore the usefulness of a Circ/Call# analyses of the collection

ILL : enable borrowing in ILLiad; finish building the Very Fast Journal Title Search Engine

Methodist Library : index more of those finding aids

VOIT : set up a demo of XC

Web2 : accomplish a Keepable Kept List that will accept titles found via a call number search without breaking the catalog; follow through with the new new books (including e-books) list and incorporate it into the catalog

Systems Monthly Report – September 2011

Acquisitions : identified and removed 133 orderlines that were duplicated in multiple fiscal years due to a roll-over malfunction; discovered another problem w/MLS MARC records – they were coming through w/out a 960\$n causing them not to load properly...MLS promptly fixed it at their end

Cataloging : set up Shelf Ready Load Bibliographic Records (with item info) reports for David, Elise, and Lisa; fixed DISCARD items' home locations and harvested statistics

Circulation : sent outstanding bill info to the business office; calculated \$s for COPIES for Debbie

Collection Development : created shelf-lists of all of our music books @ <http://brenner.drew.edu/web2/music/dewey.pl> + <http://brenner.drew.edu/web2/music/lc.pl>
- if anyone else would like similar lists for their subject areas please let me know

Digital Collections Task Force : presented the DCTF's report, *Digitizing Drew*, to Dean's Council

ILL : created a very fast journal title search interface to help make the ILL work flow more efficient

Meetings Attended : R&R (9/1); Tech Services (9/8); Summon (9/15); CMC (9/16, 9/22); ACAC (9/19); CNS (9/19); VOIT (9/21); Dean's Council (9/21); VRSC (9/27)

Reference : created a shelf list of CD-ROMs to help with weeding

Sirsi : offered to moderate the Windows Sys-Admin sharing session at the 2012 COSUGI conference in FL; started R&D in preparation for the upgrade to Symphony 3.4 on 12/15 @ 5pm; attempted to install WorkFlows 3.1 on Dorothy's new Windows 7 lap top and failed in spite of help from Client Care, the Sys-Admin list, and my friends @ BCCLS (this should not be a problem after the upgrade to 3.4)

Web2 : began working on a Keepable Kept List; diagnosed a problem displaying holdings when both 'serial' and 'item' records are linked to the same title

What's on the Horizon : working w/Scott to update patron load per Banner; setting up an XC server demo for VOIT; putting the finishing touches on the new Web2 (including finishing the Keepable Kept List and fixing holdings that include both 'serial' and 'item' records); refining new "new book" list; enabling the authorization of genre headings in the catalog; fixing deep linking from WorldCat; setting up patron load for ILLiad; getting ILLiad's Serials Solutions "add-on" to work right; exploring the usefulness of a Circ/Call# analyses of the collection

Guy Dobson

Digitizing Drew

a report from the Digital Collections Task Force (DCTF) – 9/19/2011

For the past several weeks the DCTF has been perusing current digital collections, reading relevant blogs, reviewing both hardware and software, and collecting recently posted want-ads for Digital Librarians from other academic libraries in order to make a recommendation to Dean's Council regarding the best way to begin a sustainable digitization project here at the Drew University Library. Anticipating that we would begin by digitizing yearbooks, back issues of The Acorn, and Governor Kean's speeches the following skill sets, hardware, and software have been identified as required/appropriate to the project:

Skill Sets

The relatively simple work of scanning material that is neither especially fragile or valuable could be given to a well trained student worker. Other responsibilities regarding the implementation of policy, awareness of copyright issues, collaboration with other stakeholders both in the library and across campus, deciding when to outsource the scanning process, working with fragile and/or valuable materials, and the creation of metadata will require a professional librarian. The following bullet points were lifted from a job description for a Digital Archivist at Purdue University:

- Familiarity with archival theory and practice and creation of archival finding aids using current national standards
- Understanding of copyright and rights management issues within a digital environment
- Knowledge of best practices for the arrangement, description, and preservation of photographic collections
- Demonstrated knowledge of digital file formats and related preservation standards
- Familiarity with issues relating to management and preservation of born digital collections
- Experience with relevant software such as DSpace, Omeka, and Adobe Photoshop
- Experience in the application of metadata content and metadata structure standards relevant to archival finding aids and the archival control of digital objects (EAD, Dublin Core, MODS, METS, PREMIS)
- Demonstrated ability to work individually and collaboratively in a team environment
- Excellent organizational skills, accuracy, and attention to detail
- Excellent interpersonal, oral and written communication skills

Hardware

Atiz BookDrive Pro Scanner	\$14,000
2 Canon cameras w/lenses	\$5,000
1 Windows & PC	\$1,000
3TB Drobo Storage Array	<u>\$850</u>
Total Start-up Cost	\$20,850

Software

DSpace for collection management, and Omeka for exhibits, are both open source and will not cost money but do require mention in the skill sets above. Setting up a web server, administrating the software, and implementing an effective back-up policy will be a collaborative effort between CNS, the Integrated Systems Librarian, and the library's *Director of Digitization*.

Physical Space

This work might be accomplished in a corner of the soon-to-be renovated Methodist Archive or at one of the currently unused desks in the Cataloging workroom. The prices quoted above are not hard and fast. We should get the best cameras and lenses that we can afford since that is where the rubber hits the road.

Conclusion

Digitizing Drew's Special Collections would make them available to scholars all over the world, many of whom would be Drew students and alums. It is work that would have both immediate and long-term benefits to the Drew community.

There are several people, both faculty and staff, in the library and across campus who are very interested in participating to help make this project a success. Many of them are members of the DCTF which has been collaborating in a virtual, e-mail based, environment to accomplish this report. It would be a wonderful thing if the DCTF continued to evolve and work to help coordinate the many digital initiatives that are already in progress, as well as those that are yet to be realized, with whoever takes the lead role in Digitizing Drew.

Digital Collections Task Force

Chris Anderson
Corey Fick
Dale Patterson
David Cupo
Gamin Bartle
Guy Dobson
Jenne Heise
John Saul
Kim Magnell
Krista White
Masato Okinaka
Matthew Beland
Mike Richichi
Sonja Sekely-Rowland

Systems Monthly Report – August 2011

Acquisitions : discovered that some MLS orders came through w/out a price (thus not encumbering funds), alerted the folks @ MLS, provided Ginny with a list of orders in need of repair (fortunately there were only a few)

API via CGI : accomplished, finally (thank you, Paul!) – previous reports of success were greatly exaggerated – FYI this is huge – information in the Unicorn databases can now be displayed **and created and/or edited** in a web browser – if there is work that you find cumbersome and/or impossible in WorkFlows we can now create a web client that will simplify and/or enable your work flow – please see me if you have any questions, or better yet, ideas for taking advantage of this new opportunity

Cataloging : figured out how to import/overlay OCLC bib-recs w/item info for shelf-ready processing; formed a strategy w/Lisa & Lessie to repair, count, and remove “DISCARD” items from the catalog

Collection Development : met w/Leslie Sprout, Trevor Weston, and Ellis Hilton for a tour of the music dept (got to see the Moog!); talked to Leslie about the dept’s and the library’s collections, new books, databases, and bibliographies; set up a web page for liaisons to view what’s on order and what’s been received per fund

Digital Collections Task Force : solicited input from experts across the Drew community and synthesized contributions, considerations, and conclusions into a web site @ <http://users.drew.edu/gdobson/dctf/>

ILL : enabled LDAP authentication for ILLiad (thank you, Scott!)

Meetings Attended : CNS:Scott (8/12); VOIT (8/17); Sirsi (8/17); CNS:Paul (8/18); Wireless Walkabout (8/18); Cataloging (8/22); Music Dept (8/23)

MRC : helped Nicole set up WorkFlows and gave her log-in info

Sirsi : replicated my SNRG presentation for execs and developers @ Sirsi via an online meeting; decided to postpone the upgrade till December

Web2 : shared call# mapping technology with Molly @ Millsaps College

What’s on the Horizon : working w/Scott to update patron load per Banner; working w/Paul to set up an XC server; putting the finishing touches on the new Web2; refining new “new book” list; enabling the authorization of genre headings in the catalog; fix deep linking from WorldCat; setting up patron load for ILLiad; following through w/DISCARD strategy

Respectfully submitted,
Guy Dobson

Systems Monthly Report – July 2011

Acquisitions : found Sirsi's hidden biborderload report and wrote a better one from scratch (saving us more than \$4 grand) and used it to download, edit, import, and load MARC records and order records from MidWest; worked w/Ginny to "roll..." pending orders "...over" to the new fiscal year; built a spreadsheet that lists orders w/claim dates (something that WorkFlows doesn't do very well)

Circulation : set up automatic updating of Reserve Desk info in the Web2 catalog (thanks to Paul!); changed due dates and exp dates for Carole

Collection Development : approached the music dept via e-mail re coordinating purchasing w/them; ordered some music books

E-Resources : surveyed the several permutations of MARC format vs Home Location vs Item Type to help get a grip on the best way to include e-resources in the catalog

ILL : answered all of the installation wizard's questions w/Kathy and sent the resulting .sql file to Frank who finished the server installation (thank you, Frank!); installed ILLiad's client on my PC and ILL's three PCs; helped w/troubleshooting during training

Sirsi : Spoke to Vera M. about the nuts and bolts of upgrading to Symphony 3.4; gave Paul R. a tour of our shop

VOIT : identified reference titles (all 25 of them) that all five of VALE's Alpha libraries own re VuFind demo

Web2 : showed the new OPAC to Bob and Pamela – they liked it; changed the "DO" link to a more explanatory and intuitive button

Meetings Attended (other than library faculty and staff meetings) : Acq (7/6); R&R (7/7 & 21); Sirsi (7/7 & 21); Dean's Council (7/13); ILLiad training (7/27 & 29); Collection Development Orientation (7/27)

Projects in Progress / What's on the Horizon : meeting w/Music Dept re collection Development; working w/Scott to update patron exp dates and accomplish patron authentication for ILLiad; working w/Paul to set up an XC server; putting the finishing touches on the new Web2; refining new "new book" list; custom reports for Acquisitions re spending and BibLoad w/items; enabling the authorization of genre headings in the catalog; spending the first week of August on LBI w/the fam

Respectfully submitted on the last summer Friday (time flies...),
Guy Dobson

Systems Monthly Report – June 2011

Done this month regarding...

2011 - 2012 : submitted goals for next year to Dean's Council (see below)

Acquisitions : Lisa handed me the baton re music purchasing; provided Dorothy w/8K ISBNs and a Web2 URL for the RefUniverse Trial; upon learning that loading bib-recs w/orders would cost \$3,800 to install and then \$480/year in maintenance began investigating the possibility of writing a 'custom report' to accomplish the same for free

Cataloging : added an SBLARCHIVE "location" and made it work ("SBL ARCHIV" was broken); inventoried formats, locations, and item types

Circ : tweaked a report for Carole; sent unpaid bills to Marsha Huber – sent \$ total re copies to Debbie

ILL : gained access to ILLiad's self-installation instructions for Paul; thanks to Frank for installing the ILLiad software (this is still "in progress"); thanks to Scott for setting up an ill@drew.edu email account

Misc : was elected to serve on both the Compensation Monitoring Committee and the Academic Computing Advisory Committee.

POW : presented @ SNRG and got written up in Library Journal!

VOIT : sent 10,200 MARC records to Youngming for the VuFind demo

Web2 : upon learning that subscribing to Syndetics via Sirsi would cost more than \$8,000/year began the process of adding covers to the catalog for free; made the new Web2 the default with links to the old catalog for those that have issues w/change; thanks to Madeline for bringing a can of worms, regarding the display of serials, to my attention; began building a new "new book" list for eventual integration with the catalog

Meetings Attended (other than library faculty and staff meetings) : R&R (6/2 & 6/23); LTC (6/7 & 6/29 please see <https://uknow.drew.edu/confluence/display/LTC/>); SNRG (6/13-15); EZProxy (6/16 & 6/27); Collection Development (6/20); VOIT (6/22); ITS (6/24); GCAH (6/29)

Projects in Progress / What's on the Horizon : working w/Scott to update patron exp dates; working w/Paul & Frank to install ILLiad; working w/Paul to set up an XC server; putting the finishing touches on the new Web2; identifying reference titles that all five of VALE's Alpha libraries own; planning re upgrading from Unicorn GL3.1 to Symphony 3.4 (will talk to Vera about it next week); refining new "new book" list; custom reports for Acquisitions re claims & spending, bib-recs w/orders, and BibLoad w/items; enabling the authorization of genre headings in the catalog.

Respectfully submitted,
Guy Dobson, SC

Systems Goals / 2011 – 2012

and strategic plans

Continue the evolution of the new library catalog

II. B. Improve resource discovery by investing in a new user interface (“front end”) for integrated library system

- Include book covers
- Include “How to Search the Library Catalog” documentation
- Integrate the old catalog’s “beta Relevance Ranking Search” into the new catalog’s “simple search”
- Make the “kept list” keepable
 - Enable export to bibliographic citation software such as EndNote

Improve systems and increase efficiency

II. Make the full transition to a 21st century academic library

- Automate tedious, time sensitive, WorkFlows tasks (such as acquisitions rollover and reserve desk binder updates) whenever possible
- Document day-to-day tasks : assemble a procedures manual
- Implement ILLiad, OCLC’s Resource Sharing Management Software
- Improve upon Banner making the Library and University systems more functional, integrated, and useful
- Inventory and assess the use of WorkFlows’ Reports : revise, rebuild, or replace as required
- Upgrade WorkFlows from Unicorn 3.1 to Symphony 3.4 : train staff regarding changes; R&D regarding the use of Web Services

Study searches and statistics

III. C. Demonstrate the value of Library collections to student learning and faculty research

- Analyze the catalog’s search logs : revise the front-end accordingly
- Build spreadsheets to organize and interpret library use statistics in new and meaningful ways : compile retroactively where possible

Use lessons learned from VALE to Drew’s advantage

II. C. Take a leadership role in the VALE OLE project

V. Advance the use of special collections and archives

- Experiment with open source software to assist the VALE OLS project and to enhance access to Drew’s electronic resources and special collections
- Integrate the collections of the Drew University Library and the General Commission on Archives and History into one shared catalog

Systems Monthly Report – May 2011

Done this month regarding...

Cataloging : Elise reported a problem w/OCLC's SmartPort connection...I emailed Client Care which said I should write to OCLC which provided the solution; updated name authority and marc bib formats to be RDA compliant.

Chocolate Potato Cake: finally got one baked just in time for the Student Appreciation Lunch!

Circulation : re-set expiration and due dates per Kumar's request (it didn't work right so I un-did the re-set...I asked Scott about it (we will re-examine the process)...when I got a list of graduating students I BARRED them and re-set due dates so that others could re-new their items; re-named and re-owned all of Kumar's reports; provided Carole w/lists of barred patrons w/checkouts.

ILL: recommended not paying ILLiad's \$1,500 Implementation fee...we can do that for ourselves.

Library Technology Committee: met w/Dean's Council which approved the charges; assembled committee members from across several library departments; scheduled first meeting for 6/7/11.

Sirsi: got quotes re migrating the database to a new platform; rebuilt the catalog indexes after commencement; got a quote for Syndetics (am waiting on them to set up a demo account); created an APIviaCGI work-around to enable customizations that cannot be accomplished on a Windows platform for security reasons.

VOIT: began considering XC for OLE's discovery layer: it looks really good!

Web2: soft-launched the new catalog just before the Memorial Day week-end.

Meetings Attended (other than library faculty and staff meetings) : NJLA (5/4 (presented POW)); R&R (5/5); Dean's Council (5/11); eBrary demo (5/11); ProQuest/SerialSolutions (5/17); VOIT (5/18); website usability (5/23); RefUniverse webinar (5/25.)

Projects in Progress / What's on the Horizon

Working w/Scott to update patron exp dates; working w/Paul to install VuFind and ILLiad; putting the finishing touches on the new Web2; identifying reference titles that all five of VALE's Alpha libraries own to test discovery layers' performance regarding bib-recs w/multiple libraries' items attached; exporting 10,000 MARC records to participate in VOIT's VuFind demo; planning re upgrading from Unicorn GL3.1 to Symphony 3.4; using the APIviaCGI work-around to create new book lists, special collections and reserves pages within Web2, and reports for Acquisitions re claims and spending; speaking at SNRG (6/14); fussing w/BibLoad re call numbers; enabling the authorization of genre headings in the catalog.

Respectfully submitted,
Guy Dobson

Systems Monthly Report – April 2011

(including a few things from February and March since this is my first monthly report)

Missions Accomplished

Re Acquisitions : designed a work-around to enable Claims tracking; retrieved several Notes regarding Claims that had been misplaced by accident; worked w/Paul to re-map the production server to Dorothy's laptop.

Re Cataloging : recovered a lost bibliographic note re the Byron collection that would not have otherwise been recreatable; fixed the 588 field so that Lisa could edit it; repaired MARC tags that weren't displaying properly; stumbled into DVD bib-recs in need of repair and gave a relevant list to David.

Re Circulation : removed 333 expired patrons en masse so that Kumar wouldn't have to remove them one-at-a-time; wrote and refined a Perl script that produces a spreadsheet that Johanna uses to create the Reserves binder; updated renewal limits and circ rules per Kumar's request.

Re SirsiDynix : with Elise talked to Vera over the phone and met with her and Chris when they came to visit Drew; got follow-up calls from Tracy and Kim (am still waiting for more information and a quote!)

Meetings Attended (other than library faculty and staff meetings) : Acq (3/23); Cat&Per (4/7); CNS (2/14, 4/14, 4/25, 4/28); ILLiad (4/14); Ithaka webinar (4/13); R&R (3/3, 3/17); Technology Planning Committee (2/16, 3/2, 3/16, 3/30); Uknow (4/25); University Faculty (3/28); VALE OLE Implementation Team (2/16, 2/25, 3/16, 4/27); Web site re-design (3/25, 3/28, 3/31, 4/8, 4/13); WordPress (4/29)

Projects in Progress

Web2 : the new library catalog is nearly finished. Presented the work-in-progress to several groups and received a lot of good suggestions; set up feedback forms and a blog to track progress. My first priority is to get it ready for prime-time while students are still needing to use it (aka before the semester is over.) To be realistic I may need to plan on showing it off to students during the summer session.

API via CGI : The goal is to create a mechanism that will enable me to create a web interface that will allow queries and edits to the Unicorn database. The technique that I used on BCCLS' Unix server will not work on Drew's Windows server due to security issues. Many thanks to Paul, Scott, and Axel who are currently helping to brainstorm a solution. Once we accomplish this : the sky's the limit!

What's on the Horizon : A New 'New Books' list; simplify the process of building the spreadsheets that track funds encumbered and spent for Acquisitions; speaking at NJLA (5/4) and SNRG (6/14); changing patron expiration dates and due dates in May; rebuild Kumar's reports so that they will belong to either Carole or Johanna; setting up VuFind on a virtual server (with Paul's help) to accomplish the mission of VOIT and offer more 'discovery' options to the Drew community.

Guy Dobson