Minutes
CCLINC Steering/Implementation Team Meeting
January 30, 2001
3:00 p.m.

Present: Bob Blackmun, Ruth Bryan, Roxanne Davenport, Pam Doyle, Debbie Luck, Kathy Martin, Raye Oldham, Mario Ramos, Linda Stone, Dan Swartout, Luella Teuton, Renee Watson, John Wood.

Absent: Gretchen Bell, Chris Meister, Angela Sox, Gloria Sutton, Susan Williams

Unicorn 2000 upgrade was discussed. Ruth is still questioning Sirsi on the process of loading it on the Test Server for testing purposes. She reported we need to have a number of configuration questions answered in order to proceed with the planning process. Bob Blackmun suggested that we develop an informal team to discuss Unicorn upgrades.   We should have the team in place shortly.

Following are answers from Sirsi to questions pertaining to the Upgrade 2000 discussion from the last Minutes that were sent out …

1. Does the 2001 upgrade incorporate the 2000 upgrade, i.e. can you upgrade to Unicorn 2001 without first having upgraded to Unicorn 2000? If so, does this install all the features of both upgrades?
   Yes, you will be able to Upgrade to 2001 without upgrading to 2000 first. Yes, 2001 will contain all of   the features of both 2000 and 2001.

2. Is Unicorn 2000 considered a new release? How does one distinguish "major" vs "minor" releases/upgrades in Sirsi?
   2000 is our newest release. Major releases begin with a new year. So both 2000 and 2001 are major releases. If you were at 99.4 and upgraded to 2000, then this would be a major upgrade.   If you were at 2000.1 and you updated to 2000.2, then this would be a minor update.   Updates = minor. Upgrades = major.

The next agenda item discussed was the removal of finished reports. Currently there are over 1500 finished reports on the system. The team agreed that we would have the system administrator remove finished reports after 30 days. The finished reports take up a goodly amount of valuable space. Finished reports can be saved as a template or saved on your hard drive in a word processing package.

The team discussed in detail the need for additional training on Reports. Ruth and Gretchen Bell will be working on scheduling training in the near future. We also discussed developing a survey that would let us know what reports and/or templates are needed. Ruth has called Sirsi requesting an updated quote for Reports Training.

The team recommended the minutes from each meeting be sent out using the following GroupWise accounts. CCLINC – Library Director's, CCLINC SAs, CCLINC Report Runners, and also CC CCLINC. The team feels that also including the CC CCLINC account we would reach a broader group of members.

The last agenda item was requests for suggestions of topics for future Sure Start sessions. The team suggested Reports, Upgrades, and WebCat customization. Ruth will contact Sirsi to see if these are possible topics for upcoming sessions.

Linda Leighty sent an e-mail stating she would like to clarify the item pertaining to Reserves/migration from the last minutes. Following is her e-mail …

What is important is that something in some records for items that had once upon a time been on reserve in Dynix (but were NOT on reserve at the time of migration) caused them to migrate as reserve materials, giving them the default item type of book and the default home location of reserves.

Pitt thought that other libraries that had used the reserve module in Dynix would like to know what we found so that they'd be aware that something similar could have happened to them.

Subcommittee reports
- Acquisitions – Sure Start Session scheduled on February 22.
- Bridges Manual – No report
- Cataloging – Attached is a summary of the meeting held on January 23rd.
- Circulation/Reserves – No report. Dan asked a number of questions that he had received and we are seeking answers.
- Interlibrary Loan – Has submitted a few questions to Sirsi and awaiting response.
- Media Booking – Nothing to report.
- Serials – SureStart session was held on January 18, 2001. Subcommittee working on procedures for adding serials. Draft submitted to Sirsi's Sure Start expert for critique.

The next conference call meeting is scheduled for February 13th at 3:00 p.m.