**Florida State University**  
**Campus Circulation Committee**

Mike Siriwardena, Chair (Strozier Library)  
[N/A] Vice-Chair  
Leila Gibradze, Secretary (Goldstein)

**Date:** August 25, 2017  

**Members Present:** Grant Essex, Eric Love, Michael Siriwardena, Allijah Motika, Robyn Rosasco, Brew Schoonover, James Waters, Adrian Williams, Sara Nodine, Calvin Holloway, Meghan Moore

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### Meeting Minutes

*Meeting began at 2:00 PM at the Dirac Science Library; meeting adjourned at 2:00 PM. Next meeting will be held at the Music Library on Sept. 20, 10:30 - 11:30 AM.*

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<th>Topics</th>
<th>Discussion Points</th>
<th>Actions</th>
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| New members and introductions | New members:  
  - Meghan Moore, Dirac Library Specialist  
  - Adrian Williams, Library Associate (Medicine) | N/A     |
| Updates from campus libraries | Goldstein Library:  
  - Collection is now relocated to Strozier (JUV and LIS titles) and Dirac (IT)  
  - Goldstein name may be honored, but the building will be called the iHub (not officially decided)  
  - Space will have a desk with ALEPH for circulation. Tech items will circulate, as well as course reserves. It will also be a pickup location for LEDS and other library delivery services  
  - Staff support is unknown. Current collaborators are Leila Gibradze, Bridgett Birmingham, Rienne Saludo (Emerging Technologies Librarian)  
  - Grad assistants will manage much of the library operations  
  FSU Libraries:  
  - Media and technology loans are switching to three-day periods. New loan period begins 9/1/2017.  
  - Setting up a Qualtrics form for media borrowers | N/A     |
- Matt Burrell is integrating all the forms on the FSU Libraries into one online form

**GEOSET Studios:**
- Will soon fall under FSU Libraries (transitioning from Steve Acquah at the FSU Chem Dept)
- GEOSET is a recording studio that could be utilized by many depts on campus. Hopefully, under FSU Libraries, GEOSET will be open more regularly and fully utilized.

**Remote Storage:**
- RS 1 and RS2 are integrating
- Both collections returning to Strozier subbasement mid-Spring semester
- All FLARE items have been transferred or discarded

**OneSearch change (EDS)**
- One search has changed to a news system -- EBSCO’s EDS
  - For troubleshooting, feedback, or questions, take a survey by submitting through a help ticket at the bottom of the OneSearch page
  - Still exploring whether there will be the option for affiliates to log in with their FSUID before searching EDS. Guests may have a separate EDS page for searching that won’t require logging in (but they won’t see all results)
  - Currently, EDS only pulls at the bib level, so there are no volume numbers. This is difficult for patrons trying to locate specific articles in issues/volumes

**Sierra updates**
- Union Catalog (UBorrow)
  - Will be using Encore Duet for its front-facing search platform

**Sierra Testing**
- Everyone should have their Sierra login information for testing the client
- In October, all FL SUS and college institutions will be downloading the client, logging in and testing inside in Sierra; trying to “break the system”

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What Sierra currently looks like:
- Circ functions will be moving over from ALEPH to Sierra in July 2018
- It is still undecided whether the FSU institutional catalog will be Encore Duet or EDS
- On the Fly records are not the same as a Quick Catalog record in ALEPH (i.e., Quick catalog can remain a temp record in ALEPH but On the Fly records are forced to generate a permanent item record; all temp records currently in Aleph will be wiped out during the transition).
- Paging function options are wide open for what is going to happen at FSU. Currently, in the union catalog, items that are in Strozier can be requested for pickup Strozier (same for other libraries). Sierra can prevent library items being picked up at its own library through a one-hold system
- Article requests will be funneled to LEDS (who will determine if it needs to be pushed to ILL, etc.). All FSU users will be requesting via ILLiad.

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<td>• Thinking about implementing “working days” in which trainers will get together to discuss and plan for workflows</td>
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<td>• III will be providing Sierra trainings in Spring 2018 at regional sites (e.g., Pensacola for FSU). These trainings will be available for staff who were not able to attend the 2017 trainings. If absolutely necessary, those who attended the 2017 trainings may be able to attend as a “refresher.” III wants to focus more on online/webinar trainings rather than face-to-face sessions.</td>
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<td>• By the July 2018 deadline, it will be decided who will be doing what for campus-wide trainings, such as documentation or training staff</td>
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<td>• There will be a wiki developed for FSU that will be an online knowledgebase</td>
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Sara and Mike to contact those who attended training sessions for “refreshers” (most likely in October during Sierra testing)

Circ managers to start thinking about their preferred participation in campus-wide training sessions (instruction vs. documentation)
and centralized online location for policies, procedures, and other documentation. There will be a section for each library to document unique policies, procedures, instructional content, etc.