Acquisitions Working Group June 4, 2018 Meeting Minutes

Attending: April Davies, MaryEllen Donathen, Marianne Foley, Katherine Latal, Sarah Maximiek, Leslie Preston, Shannon Pritting, Susanna Van Sant

The group finalized work on the group’s first policy: AWG-1 policy: Minimal use of Alma for Acquisitions. Several comments and edits were proposed since the last meeting. April edited the document as the group worked together. Sarah moved that the document be forwarded to Kristy, Shannon and Heidi for further action. All approved that next step.

The group continued review of SMSP group’s policy #40: "MSP-40 SUNY Libraries Consortium Metadata Policies, Policy: Loading Brief Order Records: Creating Import Profiles to Load Vendor Order Records into NZ."

Per Kristy’s on 5/31/2018:
The SMSP group would like our feedback on the two policies (MSP 40 & 41) they shared with us before the July kickoff event (July 10th-11th), if possible. The SMSP group confirmed that in MSP 40 – “YBP listed as an example, the policy should be applicable to any vendors, and the configurations might vary by institution and by vendor.”

This policy (MSP 40) is about adding loading bib records to the NZ for titles that are being ordered through the vendor. Sarah created a google docs version to track and give feedback to our questions and comments and to SMSP. Comments and questions were reviewed. The group found reviewing this policy to be challenging due to difference in the use of terminology between the ALEPH and Alma environments, our different roles and ordering procedures, assumes some working knowledge about import profiles and that we are still learning about Alma. Sarah shared that the certification training includes information about setting up import profiles and that this process can be used with other vendors. Some libraries do not order from YBP. The group is interested to learn who would be responsible for creating an import profile. Kate sent information about the three remaining items to be addressed in the draft document to Sarah as changes and asked to have the google doc version posted to Basecamp so all group members could continue to add comments and questions before the next meeting with the goal of finalizing our feedback at the next meeting (June 11th).

The group decided to start to work on more policies. They selected two: fund structure and minimum vendor record information. Kate to post to draft documents that will serves as working spaces for the group to draft pieces and share information they find on these topics.

Prep for next meeting:
Continue to provide comments/feedback on MSP #40. (Asking Sarah to post google doc document to Basecamp for us to continue work on this.)
Continue to view online videos from Sarah’s to do. Here is the link to Sarah’s google doc Videos and webinars to watch: https://docs.google.com/document/d/17uyDuFC3e9bToSbDkHX-P6fUmwLGbj8Dxbzecwmxmg/edit
Start to review MSP#41 Loading WCP Records into NZ_includes Shelf Ready.
Work on new draft policies for fund structure and minimum vendor record information.
At next meeting:
Finalize feedback on MSP #40

Minutes created by Kate Latal