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Collections Work Team Essence Notes

Collections Work Team (formerly Collections Committee)

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Recommended Citation

Present: Bede Mitchell, Debra Skinner, Paolo Gujilde, Jessica Williams, Fred Smith, Dana Dreger, Jennifer Gerrald, Krystal King, Daricus Larry, Jessica Minihan, Ashley Lowery

Print DDA: The official launch date for Print DDA is September 28, 2015. Paolo demonstrated the PDDA form that may be used by students and faculty from the catalogs or DISCOVER to request books "ON DEMAND." Only Georgia Southern affiliated individuals many utilize this service. For individuals accessing off-campus, the system will provide a log-in prompt.

When a request is made, the user fills out the automated form, and an email is generated to Paolo. In addition, the order request is sent to a spreadsheet. Paolo then goes into the Oasis shopping cart and orders books requested. The process of notification for those requesting an "ON DEMAND" book will be the same procedure as that for current notifications of materials requested.

OverDrive: There are currently 30 books in the Georgia Southern OverDrive site which will include digital and audio books. Paolo demonstrated how the site will work. The GO LIVE date for OverDrive has not been set since it requires campus Information Services (IT) to set up the authentication process.

ERIC Cases: A final decision was made to place the ERIC microfiche cabinets against the wall on the first floor in the location of the former temporary office which has now been removed. A work order must be created. In addition to ERIC documents, the cases include other types of information including Kinesiology dissertations.

Signage: Signs are needed for the new DVD area established next to Browsing. Paolo volunteered to figure out a way to display the signs. Paolo and Ashley will work on this project.

Other signs needed include replacement "Quiet" signs on the third and fourth floors in Quiet Study areas. Paolo and Ashley distributed signs they designed including 11x17" signs for the ends of shelving ranges, and 4x6" signs for tables in these areas. All agreed to use the signs designed by Ashley & Paolo.

Next meeting date: October 19th, 3 pm.