

## CIRCULATION ADVISORY GROUP (CAG) ANNUAL REPORT – 2008

### Current members:

Jutta Wiemhoff (NRLF), Jon Edmondson (SRLF), Mark Marrow (UCB), Marianne Hawkins (UCD), Jon Bareford (UCI), Valerie Rom-Hawkins (UCLA, Chair-Elect), Mary Weppeler-Selear (UCM), Sharla J. Desens (UCR), Claudia Jimenez (UCSB), Nicole Lawson & Sarah Troy (UCSC), Jason Schulz (UCSD), Andy Panado (UCSF, Chair)

### CAG/CircHeads Meetings highlights:

UC, San Diego hosted the 2008 CAG and CircHeads meetings. The half-day CAG meeting was held March 26, 2008 and the full-day CircHeads meeting was held the following day, March 27, 2008.

### CAG Meeting

- The report titled *Future of Public Services Report* was discussed within the group and that HOPS had a retreat in Merced working on the 'book of proceedings'.
- Marlayna Christensen and Eric Scott gave an RSC status report which include:
  - The MOU (Memorandum of Understanding) with Tricor, and how it has evolved due to dramatic changes such as increased number of stops, lack of funding, and high fuel charges. It is also recommended to have someone who has Tricor oversight oversee the MOU.
  - VDX: the 3.2.2 version is currently in beta testing and should be released in the summer of 2008.
- Marlayna Christensen gave an update on the *Symposium for Emergency and Disaster Preparedness*. This event was proposed to SOPAG and UCSD had agreed to host the meeting. The idea is still at work in progress, and a proposal should go out to SOPAG again by middle of April, 2008. There was discussion about campus emergency preparedness, and how 'active shooter exercises' were successful in campuses such as UCM and UCSD. Eric Scott recommended the book "The Gift of Fear".
- Other topics briefly discussed were: standardizing loan periods, centralizing student assistant training, new forms of user communication (instant messaging, digital reference, lecture broadcasting), food in the library, and a centralized area for job descriptions.
- CAG website: there is an agreement that we should have more relevant information which may include circ stats, wiki, videotapes of meetings, and other forms of historical documentation of our group. UCM is using hostmaster.com and will look into how CAG website can be improved.
- UC, Davis will be next year's host and Valerie Rom-Hawkins (UCLA) is elected chair-elect for next year.

### **Goals and Objectives for 2009:**

- Developing or updating CAG website
- Report going out for the Future of Public Services (HOPS Report)
- Emergency Preparedness Symposium

### **CircHeads Meeting:**

- Meeting was well attended with 40 attendees. (Note: individual campus reports were sent at a later date to be added to the CircHeads meeting minutes.)
- The group was welcomed by Catherine Friedman (UCSD, AUL-Public Services).
- J. Edmondson gave a CAG update to entire group.
- Three topics, chosen from last year's votes, were presented:
  - Job Descriptions (by Vince Novoa, UCR & Valerie Rom-Hawkins, UCLA)
  - Supervising Students (by Katica Got, UCD)
  - Staff Technical Training Needs (by Bonne Hain-Anderson, UCD, Colleen Evans (UCD & Sylvia Villa, UCD)
- There was one presentation:
  - UC-WorldCat Local Pilot and Circulation Transactions (by Gary Johnson, UCSB)
- Topics for 2009 session:
  - Scheduling software comparison/options report (by C. Jimenez, UCSB, Carol Crowder, UCR, and Peter Soriano, UCB)
  - Building use policies (by Valerie Rom-Hawkins, UCLA, Jason Schulz, UCSD, Sahra Missaghieh Klawitter, UCR, and Brent Patrick, UCM)
  - Self-service options (checkout, reserves, hold shelves) (by Mark Marrow, UCB, Andy Panado, UCSF, and UCSD contingent)

Submitted by Andy Panado (UCSF), CAG Chair, 2008