**GTF Meeting Notes**

**January 13, 2017**

Present: Dawnelle Ricciardi (CSO); Chris Lee (CPS); Stacy Caron (CFI); Jesi Brubaker (CDS); Lina Carro (CHU); Julie Kowalewski Ward (CSJ); Gretchen Higginbottom (CFS); Dean Karen Schneider (CSO)

Recorders: Dawnelle Ricciardi (CSO); Lina Carro (CHU)

The task force began today’s discussion by further updating the Resource Sharing Governance Task Force-Goals for Implementation and addressed the following items on it:

* **Configuring all CSU** campuses for RS testing-discussion about how this would best be done began and all were in agreement that small groups (3 campuses each) would meet via Zoom with a vanguard library mentor to help new campuses customize and understand the testing process and spreadsheets
* **Customizing the request form**- GTF agreed that San Jose has a good customized form as a start
* **Customize pull slips and paperwork**-Dawnelle, Stacy, and Gretchen will visit ORBIS Cascade libraries in February for more ideas and best practices
* **ILLiad as partner of last resort**-Dawnelle will ask ILLiad (and Megan) about how this may be done with hosted libraries
* **Visiting Patron**- GTF recommends full adoption by all campuses

**Actions**

Stacy will research ISPIE fill-rate ratio statistics to consider for criteria in structuring the rota. Rota and Shipping/Routing will be a main focus at the next meeting with guest Anya Arnold in attendance.

Lina will take notes at future ILL/Circulation meetings about workflow sharing between the two departments for ideas for recommendation for systemwide adoption.

A plan for configuring all CSU libraries for testing will be developed by email over the week in anticipation of discussion and finalization at the next meeting.

The meeting was conducted via Zoom but not recorded. The next meeting is scheduled for January 20, 2017 at 11:00 pm via Zoom although some members will try to meet during the interim as schedules allow.