**Resource Sharing Functional Committee**

Friday November 3, 2017

Present: **Chris, Joe**, **Janet, Stacy,** **Jesica**, **Astra,** Anya, **Arturo,** **Carolyn, Mallory**

Discussion Topics:

* ULMS Coordinating tasks:
	+ Identify training needs
		- Open Forum (17th at 10 AM) (Chris send out invite)
		- Bullet point topics
			* Difference between ILLiad and CSU+ request
			* Multivolume
			* Media items
			* Publicize policy recommendations for user feedback
			* Open comments, concerns, and ideas
		- Mallory volunteered to collect emails for policy ideas
	+ Identify opportunities for streamlining workflows
		- Interface issues - encourage people to file cases as errors appear
	+ Identify integration with campus and other systems
	+ Identify consortial functionality that needs enhancements by Ex Libris
* Visiting patron and CSU+
* Multivolume bands/stickers:
	+ band /sticker on each item
	+ Add to policies (Chris)
	+ Mini guide (Stacy)
* Packaging items prior to shipping
	+ **Box** and possibly bubble wrap
	+ Best practices email blast (Art)
* Statistics:
	+ What stats need collecting?
	+ How do you categorize electronic copies with limited copies? Is it resource sharing?
	+ Borrowing and Lending filled
	+ Talk to Acquisitions for what stats they could use.
* ROTA balancing

Action Items:

* Email blast of best practice reminders (Art)
* Multivolume printing guide (Stacy)
* Add policy items (Chris)
* Schedule open forum and send out invite (Chris)
* Add policy recommendations to ULMS website (Chris)
* Draft policy email to send to access listserv requesting feedback to discuss at open forum - send to RS committee for approval (Mallory)
* Send out a doodle poll to reschedule 11/10 meeting (Chris)