

**Minutes of the CCLINC Acquisitions Subcommittee Meeting**

**Taken by: Libby Stone**

**October 25, 2001, 3:00 p.m.**

**Via conference call**

Present:

Libby Stone, Chair (Cleveland Community College)  
Carolyn Bittle (Richmond Community College)  
Martha Robinson (Gaston College)  
Linda Stone (Central Carolina Community College)

Also in attendance:

Harry Cooke (Gaston College)  
Debbie McGlothen (Richmond Community College)

Absent:

Pam Doyle (NCCCS)  
Judy Hodges (Wayne Community College)  
Susan Williams (Blue Ridge Community College)

The subcommittee met to discuss fund levels. Linda Stone tested fund levels in Thelma and discovered that in order to track funds using levels, we would have to have an extraordinary number of funds set up. The subcommittee agreed that setting up user accounts and tracking by requestor ID was a much simpler way to account for money spent for various curriculum areas. Unfortunately, using the requestor ID field to track by curriculum area will not allow you to track what has been requested by individuals, which is a big compromise. **Therefore, the subcommittee would like to recommend that class codes be suggested to SIRSI as a system enhancement for a future upgrade.** Fund levels will not be set up in the production server at this time. If anyone would like to use fund levels, they are encouraged to try them out in Thelma, and to notify Libby Stone or John Wood if they would like to have them set up in Louise.

A question was brought up during one of the acquisitions workshops about receiving and paying using the edit order wizard as opposed to using the receive and invoice wizards. The subcommittee asked about this in a Sure Start session, and we were told that it is okay to pay and receive at the same time as creating an order (providing you have the item in hand) or using the edit order wizard. However, if you do this, these items will not appear in any invoice reports.

Linda Stone is going to compile an e-mail list of people who are actually using SIRSI for acquisitions so that we can communicate with each other about what reports we are using, and help each other with questions and issues that come up.

There is a status alert – “Title on order” that appears in red on the order record when someone has ordered a title; this does not necessarily mean that your library has ordered this title, just that someone in the system has ordered a copy. This is confusing to acquisitions users. There is a call to the helpdesk at SIRSI regarding this issue.

Martha Robinson asked about possible reports or SmartPort training. Libby Stone will contact Roxanne Davenport and Gretchen Bell to ask about future training.

The subcommittee will meet again via conference call in a couple of months, unless something comes up that warrants a meeting before then. We would like to include acquisitions users in the next meeting.