ERM Minutes
12/6/2006

Present: Callahan, Culshaw, Fong, Gobrecht, Holladay, Helgoth, Jobe, Lamboy, Moeller, Wakimoto, Wicht

**Coverage load:** Moeller reported that last month’s coverage load of Serials Solutions (SS) records is complete and he will begin working on this month’s records. Display in Prospector of SS records is a known problem. The Libraries is working with III to resolve this issue.

**Workflow:** There are 485 unique resource records. Gobrecht is working on subjects and records for open access resources. She’s matching the records against the resources in the A-Z and pull-down menus. The group needs to develop recommended protocols for communication with bibliographers. Fong and Holladay are working against a list created by Lamboy to clean up license records prior to launch.

**Use of public note field:**
There was a proposal to include a phrase in the public note field (f in resource record) that would make it easier for users to choose the appropriate hyperlink from both the bib record and the resource record. After discussion, the following were approved:

1) For packages that can link directly to the browse journal title level use:

   Full text in PackageName

2) For packages that are unable to link directly to the browse journal title level (Examples include Factiva, Business and Company Resource Center, Predicasts PROMT, and Lexis Nexis) use:

   Search for full text in PackageName.

Gobrecht agreed to make changes to the resource records that for which the first statement applies; Jobe will make changes for instance #1. When making changes for the second case, please insert information into the internal notes field.
Terms of use/copyright info:
After discussion, the committee agreed to change the label “Terms of Use” (field t in license records) to “License Information”. Callahan will change the label in the webpubdef file to reflect this change. The renamed field should contain a link to a page on the Libraries’ live server. The name for both the web page and link name should be changed to “Terms of Use.” Callahan will clone the existing page, rename it “Terms of Use” and mount on the live server. Jobe will update the documentation.
When the page is complete, Callahan will send an e-mail with the URL to the ERM committee. Holladay can use the new URL for a global update to license records. The syntax for insertion into license records should be:

License Information (Patron) <a href="New URL">Terms of Use</a>

Fong would like to see some changes to the Terms of Use page. She will bring a draft to the next full ERM committee meeting.