**Meeting Notes**

**April 14, 2016 at 2pm**

1.  The People Soft / Patron Data sub group is going to discuss/come up with recommendations for the main issues one at a time in the following order:

\*Standardize Patron Types

\*Standardize Expiration Dates

\*Expiration Dates for Tenured Faculty

\*Additional Stats Categories (i.e. identifiers such as P Code 3)

\*Hierarchy of Patron Types

\*Special Patron Types (Procedures)

2.  All group members are to look at the spreadsheet of patron types used by all CSUs and come up with recommendations to standardize the patron types.

3.  All group members will email their document/recommendation to our group by Friday, April 15th.

4.  Christine will try to come up with one single document to convey all of our recommendations and send it to everyone prior to our meeting.

5.  The group will meet again on Monday, April 18th from 10am - 11am to finalize our recommendations as a group.

6.  Christine will then send the recommendations to the whole Access Services group (using the ULMS listserv) asking for feedback and giving a firm date to respond.

7.  At the meeting on Monday we will discuss the next issue, how we are going to come up with recommendations and a deadline for that portion.  We will also set up the next meeting.

8.  Once feedback is received from the patron type program, the group with discuss via email how to insert that into our recommendation.