Database Workflows: a diagram for success

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Questions?

• When, Why, How?
• What order do things need to happen?
• Who do you report problems to?
Questions?

• How do you identify the type of problem?

• Does this involve all of us? Why?

• How long should it take to fix?
About Us

• Mid sized public academic university library
• 14 Faculty and 19 Staff
• Liaison model with 36 Dept.
• Electronic Products Coordinating Committee
Culture Change

• Retirements
  – Current and in next 5-7 years
• New Staff including Director
  – 3 of 5 Faculty in Reference
  – 3 Faculty positions unfilled
How do we keep things moving?

...Ohhhhh shinny...
Renewal Problems
Merging of Resources
Items can have multiple MetaLib items or search multiple DB from one link

Admin

Update/ Renew Resource

Gift YES/NO

Collection Development

Reference / Database Admin

Renew contract

Update Admin Login and Pass

MetaLib Usage Stats

Vendor Usage Stats

Maintain Database Interface Branding

Reference / Liaisons

Check MetaLib Category

Annual Review of MetaLib Category

Suggest Custom MetaLib Config

Reference / Reserves

Change MetaLib

Change URL in Voyager Reserves

Systems

Change SFX

Change URL in proxy server

Library Web A to Z Index

Generate Updated URL

Circulation / Reserves

Cataloging

Check for Multiple Vendors

Change coverage dates

Change Name

Change Vendor

Change URL

Collection Development

Update to Library Staff

Liaisons

Dept.

Web Links – D2L
Renewal Problems

• Merging of Resources

• Items can have multiple MetaLib items or search multiple databases from one link
How do you split a resource?

• Specific Databases
• Other
Problems Identified

• Statistics
  – Who keeps and how long?
  – Who should have access and why?
Problems Identified

• Training deficits
• Passwords
  – Who should have access and why?
What we learned

• Change is good
• Definition is good
• We all need to participate for success
• Useful for: training needs
What we learned

• Action necessitates communication

• No redundancy
  – Who knows what?
  – What happens when they leave?
  – Who should know?
Outcomes

• Lib.db.problem
  – Cross Departmental list
  – Keeps everyone across the library on the same page
Outcomes

• Lib.db.problem
  – Because we found that some solutions created other problems
  – Moving forward, not necessarily A then B then C
Outcomes

• Lib.dbadmin
  – Cross Departmental list
  – Defines scope of need
  – Passwords, Statistics and Customizations
Outcomes

• Lib.dbadmin
  – Again solutions created problems

• Creation of master database of resources
  – Including PDFs of signed contracts
BP Logix

• Is a web based workflow management engine that enables automation of existing business processes, without requiring users to change the way they work.
BP Logix

• Why is it important?
• Integrates with Active Directory and MS Outlook
BP Logix in Word

Add Database

Name of Database

- Contract?
- Create order Bib
- PO record in Voyager

Set Admin Login and Password

Login

Password

- Set up usage statistics
BP Logix – Web Form
Bp Logix - Workflow
Future

• What else could we map?
• MS Project?
• Who wants to do what going into the future?
Future

• Unanswered questions
• Reinventing to be a 20\textsuperscript{th} 21\textsuperscript{st} century library
  – What new roles?
  – What will it take?
Special Thanks

• Mike Skarp
• Beth Kranz
• Daniel Hogan
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UWEC Workflow Diagrams can be found at http://people.uwec.edu/voghbs/