

Cataloging AC Minutes 10/5/17

ATTENDING: Rob Carle, Joe Thornton (UHLS), Catherine Stollar-Peters, Lisa Bouchard (BETH), Peggy Mello (COLN), Jen Murtha (VOOR), Lisa Pitkin (GUIL), Jendy Murphy (APL), Sue Dague (EGRN)

1. Discussion about Expired Holds lists, and items that say On Holdshelf but not connected to a patron. Joe ran reports but found patrons attached to all. Not sure who submitted this question.
2. Innovative needs to Suppress Fast subject heading from Encore. Rob is waiting for them to respond to his ticket.
3. Sue mentioned some MARC records that have LOC urls for every subject field. **Sue will share examples.**
4. Circa device still has not turned up.
5. Rob mentioned "Shortcut Keys" in documentation.
6. Item Type simplification. Very useful to check the Ad Hoc report frequently for errors.
7. Local request discussion. This allows one library's patrons to place holds. It does not prevent them from setting pickup location to be at another library. Staff would have to contact these patrons and explain that the item must be picked up at the home library (if the intention is NOT to send these items through bins.) Sierra does not allow us to set limits to pickup locations by Item Type/Loan Rule.
8. New Material type Jendy can use for an MP4 file on a USB: **Joe will create "Digital Media"**
9. Is there a way to see who brought in a bib record to the catalog? (Sue) Yes. The login used to create the record, and logins used for some (not all) of the update activity can be found: Open bib record, Reports – Record History.
10. Should on-order status items show up on the pull list? We had one come up – i28545928 – the other day. **Sue will send example if it happens again. Probably case-by-case anomalies.**
11. Should items with 'Display' status show up as unavailable? **Rob will investigate which statuses are included in "Available" status, and which are not. Then we may want to make changes so that Display does show as "available." Jendy wonders about HoldShelf and Transit, and Checked Out.**
12. Sue learned that DVDs marked 'press preview only' or 'advanced press screening copy' should NOT be added to our collections, as per copyright rules, similar to an Advanced Reader Copy of a book.
13. Further discussion about how to make sure selectors order regularly, and that we get new books in a timely manner.

Next meeting: November 2, 2017 - 9:30 AM at UHLS