

Cataloging AC Minutes 4/5/18

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

Old Business:

1. Checked out items marked withdrawn cannot be deleted. (See review file #48) Continue to contact Rob for assistance.
2. Item Type simplification. Joe found additional item types not in use. Rob or Joe will contact those libraries and offer to move their items before removing the item type.
3. Can we remove location codes? Rob has experimented and not found problems. He will continue to test with some EGRN codes.
4. Joe will add author field to "Search by Item Status" ad hoc report. He will also add item record number.
5. Sue sent out link for OCLC's Virtual Ask QC – Katie watched one recently.

Agenda:

1. Decision Center - Admin - Other Configurations (Jendy)
If I make changes to the "Exclude Item Status" options in Decision Center - Admin - Other Configurations - does it impact everyone or just my login? **Yes!** The statuses that were excluded were On Order and Billed, but I changed them just now to different ones that make more sense to me.
Catherine will test it out, and may change what is excluded. Anyone making global changes in the future should send a message to cataloging about it.
2. Volume records as mentioned in the Holds Audit. (Catherine) **The link to the report is also in today's agenda on UHLS cataloging committee page:**
<https://docs.google.com/document/d/1taLtXW1hCv4HaZBjGvsPzXfTGmQI6NANg3kxz0Ggf1U/edit> .
There will be a follow-up conversation with III about the holds audit.
 - There is an option we could choose that would speed up delivery for patrons by not allowing a non-pickup location library to trap the hold on checkin if the item is available at the pick up library. This will not help with items still in status of cataloging.
 - Problem with holds placed in Encore must be reported to III Help desk.
 - Option for any user to accidentally clear holds list for entire system can be disabled.
 - Also a problem with system preference for item level holds over bib level holds on same bib record. It is much easier now to transfer holds from item to bib level.
 - III recommended an option for using *volume records* that group items together under same volume/year. These are "j" records, residing between bib and item records. **Investigate and discuss further next month, after the follow-up holds audit conversation.**

3. Duplicate patron requests on DVD record as a result of duplicate records for same DVD being eventually merged. Are you noticing this? Are you doing anything about it? (Sue)
 - This question was asked during holds audit conversation with III. Suggestion is a report running title level match, not UPC or ISBN, but same material type. Duplicate titles where both bibs are in cataloging. **Joe will investigate creating a report. Discuss further at next meeting.**
4. Authority Control (Joe). Database went out on 31st. Should be back in a week or so.
5. Anything else?
 - Updated date does not refer to status change only.
 - Ad Hoc – Search by Item Status. List of statuses does not include old “Horizon” statuses such as Missing Inventory.
 - III may have created some test items with atypical item types in order to work on the Holds audit process.

Next meeting: May 3, 2018, UHLS 9:30 AM.