



**PrairieCat Technical Services Committee
Approved Minutes
June 9, 2022**

ATTENDANCE:

MEMBERS PRESENT: Bonny (PC), Brozovich (RP), Chapman (RL), DeBord (YK), Fane (LP), Landis (PC), Shippy (MX), Slanicky (PC), Smith (PC), Tedder (PC), Totton-Schwarz (WO), Zanelli (PC).

MEMBERS ABSENT: Conderman (MS), Diedrich (GA), Fine (PR), Mladic (RU).

GUESTS: Byford (NL), Collins (NL), Dean (WL), Finnerty (N. Chicago), Groth (EM), Hickey (SY), James (RU), Jones (RP), Kozinski (DK), Lawruk (SE), Lemke (DK), Martin (MP), McSweeney (HD), Sangston (MA), Schlitz (EJ), Schulze (DK), Sciaky (MK), Solheim (KR), Swanson (FR), Tepen (UT), Thomas (RP), West (RD), Zurawicz (NL).

- I. **Welcome** –Shippy (MX) began the meeting and welcomed everyone.
- II. **Roll call for attendance**
- III. **Review agenda for additions/corrections** – No changes were made to the agenda.
- IV. **Approval of Minutes From: October 14, 2021**

Brozovich (RP) moved and Chapman (RL) seconded to approve the minutes from the October 14, 2021 meeting with corrections. A new vote was needed because a non-committee member made a motion at the last meeting. Motion passed.

Approval of Minutes From: April 14, 2022

Totton Schwarz (WO) moved and Brozovich (RP) seconded to approve the minutes from the April 14, 2022 meeting with corrections. Motion passed.

- V. **FY23 Election Results** – Bonny (PC) gave the FY23 election results. There are five terms that expire on June 30, 2022. Congratulations to our election winners Ashley Swanson (FR), Lora Totton Schwarz (WO), Alice Groth (EM), Kat Solheim (KR), and Nicole West (RD). Our chair, Deborah Shippy (MX) has a term expiring on June 30, 2022. Our current vice chair, Kristi Fane (LP), is unable to assume the role of vice chair or chair. As such, the committee will need a new chair and vice chair. The vice chair only presides over the meeting in the

absence of the chair and becomes chair when the chair's term expires. PC staff collaborate with the chair to create the agenda for the meeting but the chair presides over the meetings. Totton Schwarz (WO) volunteered to be chair and Swanson (FR) volunteered to be vice chair and will assume their new positions beginning July 1, 2022.

VI. Pending Projects/Updates and Discussion:

- a. OCLC's WorldCat Holdings Update [Scan/Delete (Holdings Reset)] –** After a bit of a delay, the confirmation has been sent to the OCLC project manager, that any holdings in WorldCat that predate 4/4/2022 that were not in the datafile of bibs/holdings we sent to OCLC for the project – are to be deleted. Slanicky (PC) explained to the project manager that any holding in WorldCat that cannot be supported by a holding in our database is to be deleted. We would expect to see the holdings are deleted by the end of this month (June 2022), if not sooner. Adds and deletes from the April and May batchload extracts will be processed by SWAN/OHM and sent to OCLC in June to catchup from the “final” snapshot that was taken on the night of March 31, 2022.
- b. “Off ramping” of Items with Status IN-PROCESS –** An advisory survey was done asking if items with a status of “IN-PROCESS” should be batch checked in and changed to “AVAILABLE” status after 60 days. Results: 79% Yes, 21% No. Based on the results, the committee members decided to have this process in place. When the result was presented before the committee, after a long discussion, it was decided to change the total number of days to 90.

Proposed solution:

After 60 days, a list of items with a status of “IN-PROCESS” will be generated by PC staff and sent to the owning library and the library will have 30 days to find and check in the items. Any items that still have a status of “IN-PROCESS” after 90 days will be batch checked in by PC staff and the status will be changed from “IN-PROCESS” to “AVAILABLE”. Each library will receive a report similar to the current “NEW” items report.

Chapman (RL) made a motion and Brozovich (RP) seconded to approve. Motion passed.

- c. French Canadian Répertoire de vedettes-matière (RVM) headings (6XX_6) –** An advisory survey was done asking if French Canadian Répertoire de vedettes-matière (RVM) headings (6XX_6) should be stripped from bib records in MARC Report before loading them into PrairieCat. Results: 93% Yes, 7% No.

Proposed solution:

Strip out RVM headings in the bibliographic records in MARC Report when records are pulled into PrairieCat.

Totton Schwarz (WO) made a motion and Chapman (RL) seconded to approve. Motion passed.

- VII. Ideas for “Did you know”?** – No ideas were suggested. Members can email suggestions to PC staff. The PrairieCat eNewsletter has a “Did You Know”? topic each month. Topics can be Circulation or Technical Services related.
- VIII. Questions, comments, etc.**
- a. Large Print Records** – Records for large print items are being entered with an incorrect material type and without GMDs. They should have a material type of “**1 LARGE PRINT BOOK**” and GMD of “**|h|text (large print)|**”.
 - b. Genre Headings** – Some genre headings have duplicate entries, such as picture books and graphic novels. The duplicates do not have any capital letters and may be Australian. They can be removed.
 - c. Retirement** – Kelly James from Rockford University (RU) was at the meeting filling in for Joanna Mladic. Kelly will be retiring soon.
 - d. In-Person Meeting** – The October meeting is tentatively scheduled to be in-person. East Moline volunteered in the chat that they would be willing to host the meeting. More information to be determined at the next meeting.
- IX. Adjourn.**
- X. Next meeting is Thursday, August 11, 2022 via Zoom 9:30 am – 11:00 am. MARC/MARC-trainee Catalogers meeting to follow Technical Services Committee meeting.**