

**ARCHWAY: Archtech Committee
Minutes**

Highland Park

June 29, 2000

Attendance: Carol Bennett, Cathye Dierberg, Jennie Dodillet, Sheila Ouellette, Loretta Ponzar, and Fran Stumpf

1. The attendees discussed the need for a broader focus of the committee. Instead of concentrating on cataloging, the committee will address all technical service issues. The name was changed from the Archway Cataloging Committee to Archtech to reflect this change in focus. The membership will now include librarians responsible for technical service functions.
2. St. Louis is unable to overlay OCLC records in the INNOPAC database with upgraded OCLC records having the same OCLC number. The target record is locking up and a second record is being created. The other members have not yet tried this function. Carol agreed to contact MOBIUS about this issue.
3. Jefferson College's new CAT Express records are not loading into Archway yet. Jefferson will contact MOBIUS about this delay, as it has the potential for causing duplicate records to be created by other libraries.
4. No one has had OCLC holdings uploaded into OCLC yet. We expect that this will be done in the near future.
5. There are CIP records with attached items. These should be upgraded as we come to them.
6. St. Charles has noticed that there is a problem with the way People magazine loaded. The microform record overlaid the paper record. St. Louis will review the problem and take necessary actions.
7. The decision was made to retain two separate records for paper and microfilm titles, as St. Charles and St. Louis already do. East Central and Jefferson do not catalog microfilm.
8. Acquisition codes were discussed. We are considering adding two new acquisition types: one for credit cards and one for deposit account. We will need to determine fund codes before we settle on form for the acquisition list. There may be a need for new codes for videos, audiocassettes, software, and electronic serials.
9. About 4,000 records were found with incorrect filing indicators for the articles a, an, and the; or initial articles in the 246, 505|t, 600|t, or 700|t. St. Louis will clean up these and everyone will be careful about correctly coding the filing indicators in the future. These indicators include 245, second indicator; 440, second indicator; 740, first indicator; 130, first indicator. In the 246, 505|t, 600|t, and 700|t the initial articles should be omitted.
10. The duplicate list was discussed. The professional staff at all colleges will begin combining the duplicate records. Any questions will be emailed to the appropriate institution.
11. The next meeting will be held on August 11, 2000 after the Archway meeting at East Central.

7/12/00

8/23/00rev.