



**Minutes of the**  
Arthur Coordinators and Technical Services Committee  
Meeting  
02 August 2011, 9am, Stephens College

Members Present:

Corrie Hutchinson, Chair	Stephens College
Vandy Evermon, Member	Columbia College
Nason Throgmorton, Member	Columbia College
Inas El-Sayed, Member	Lincoln University
Genevieve Dazet, Member	Missouri State Library
Tom Leimkuehler, Member	Missouri State Library
Corinne Caputo, Member	Westminster College
Tom Schultz, Member	William Woods University

Members Absent:

none absent	
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Guests or Proxies Present:

none present	
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1. Call to order and introductions commenced at 9:15.
2. Adoption of the agenda: The agenda was adopted with Genevieve adding an item regarding electronic federal document records in the catalog.
3. Approval of minutes: No modifications were suggested and the minutes were approved.
4. Information Items
  - a. WebPac redesign: Corrie informed the committee that the new WebPac design is to go live Friday, August 5, 2011. She will email members a link to the staging version for review. If committee members notice a failure in functionality, they are invited to report it.
  - b. Approved CTS charge: The Directors Committee requested some minor changes to the CTS charge. Corrie shared the requested changes, and will make these changes and post them to the MCO site.
  - c. System messages: Corrie volunteered to clear the system messages from the system and email the messages to the members. It was suggested that this be the duty of the Chair going forward.
  - d. Statistic lists/Web management reports: Corrie requested that members review their statistics and web management reports lists to clear out reports that are no longer needed and to free space for new ones.
  - e. Added item – Best practices: Genevieve and Vandy will work on this project and report back to the committee.



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- f. Added item – electronic-only federal documents records: Genevieve announced the Missouri State Library’s plan to remove electronic federal documents records associated only with the State Library’s location code.
  - g. Added item – ILL forms: Nason announced that Columbia College will implement ILL forms through Millennium on August 15.
- 5. Unfinished Business
  - a. Update on Gutenberg record load: Tom Schultz has been working with MCO’s Scott Peterson to find out more about loading these records into Arthur. In addition to eBooks, audiobooks can be added as well. Several members expressed interest, but the State Library does not want the records in their scope. Tom will consult with Scott to determine the best way to incorporate these records for the institutions that want them.
  - b. Update on the American Civilization record load: Several members believe that the source records are not available for this collection yet. Corrie will investigate and report back.
  - c. Backstage profile: Backstage is using the pre-July 2008 profile, which collapses 490 fields into 440 fields. A motion to change to the post-July 2008 profile was made, seconded and approved. Corrie will open a ticket to inquire as to what damage been incurred and what corrective processing can be done in batch.
- 6. New Business
  - a. Link checker: Some interest was expressed, and Corrie will open a ticket for link checker to request a quote for the service.
  - b. RDA (validity tables, timeline, etc.): Benefits and disadvantages of implementing RDA were discussed. The impression is that few campuses are using RDA at present, and the and RDA implementation may be delayed to 2013. How RDA records will look in the catalog and how changes for RDA will affect validity tables were raised as concerns. The committee decided to hold off implementation, and will discuss it further as RDA adoption develops (or not), and if problems arise in incoming records.
  - c. Location of policies on MOBIUS website: The committee decided to ask for a new page to be set up for the new CTS committee, but retain the pages for the old Technical Services and Coordinators committees to refer to as needed.
  - d. Patron campus addresses: Columbia College has experienced some issues with patron address formats. Other institutions have not experienced this problem. No committee action needed at this time.
  - e. 099 field in item records: This item was discussed at the last meeting. Member institutions will continue to use field according to their own practice and needs.
  - f. 490 field in bibliographic records: (this topic was included in the Backstage profile discussion – see 5.c. above).
  - g. 700|e in load table: Corrie contacted MCO and discovered that subfield e of the 700 field is not imported using the current load table. A motion was made, seconded and approved to change the load table to import 700|e, and Corrie will request the change.
  - h. MARS reports: MARS reports have changed and are harder to split up. Committee members expressed little interest in paying for custom programming to split the report.



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Corrie will continue to split and distribute the report, and will look into the possibility of ending receipt of the MESH portion of the reports.

- i. Dates for FY12 meetings: General preferences for meeting dates were discussed. Corrie will look for good candidates and request feedback from the members.
  - j. Added item – Scheduling: Scheduling record loads was briefly discussed, including who is using the feature and how.
7. Meeting adjourned at 10:35.
8. Minutes submitted by Tom Leimkuehler, 03 August 2011.