# Minutes of the MOBIUS Cataloging Committee

Meeting September 17 2025, 10-11 am via Zoom

Members Present

* Rachel Utrecht, William Woods University; Committee Chair
* Jill Mahoney, William Woods University; Board Liaison
* Shellie Austin, Southwest Baptist University
* Kirsten Gross, Missouri University of Science & Technology
* Phyllis Holzenberg, Drury University
* Joette Klein, Jefferson College
* Richard Leach-Steffens, Conception Abbey & Seminary
* Nicole Merzweiler, University of Missouri – Columbia
* Sienna Madrid, Kansas City Art Institute
* Peter Neely, Columbia College
* Julianne Newbury, Rockhurst University
* Richard Pitaniello, Truman State University
* Julie Portman, Saint Louis University
* Kathy Renner, Westminster College
* Vivian Gould, MOBIUS Consortium Office; MCO Liaison

Members Absent

* Anita Able, Kansas City Kansas Community College
* Donna Bacon, Ex-Officio, MOBIUS

Meeting Minutes

1. Call to order

Meeting was called to order at 10:00 am

1. Roll call
2. Adoption of the agenda

The agenda adopted without changes

1. Approval of the minutes

No minutes ready to approve

* Vivian will work on creating the past minutes and getting the minutes and agendas posted to the Committee web page.
1. Information Items
	1. Wichita State University went live on September 16. They had a relatively quiet Go Live. Their cataloger has expressed interest in being part of this committee. The Board may be open to adding a committee member mid-year, given the next information item.
	2. Nicole Merzweiler will be leaving her position with the University of Missouri at the end of September. This will be her last meeting with the committee
	3. Ramsons Service Pack 6 is being installing on the staging server this week [post-meeting note: it was installed on Sept 16]. We expect it will be installed on production in the next couple of weeks.
	4. Locate 3.0 will be deployed in early November.
	5. DCB Admin for Libraries and DCB Requesting for Libraries should be coming during the month of October. The product is basically ready, but some additional setup is needed, relating to setting up the logins.
	6. Fontbonne University is now closed. MCO will be retaining the Fontbonne tenant in FOLIO as a testing and training tenant.
2. Old Business
	1. Documentation for 856 fields
		1. Not yet posted
		2. Vivian needs to see whether the document will need to be reformatted, given the vagaries of the formatting of Word documents on BlueSpice.
* Vivian will reformat the document if necessary and post it to the MOBIUS Wiki.
	1. “Globally protected” fields
		1. No forward motion this item
		2. Vivian needs to test how the Globally Protected Fields setting affects the process of overwriting Instance records in Inventory by downloading from OCLC using the Inventory function “overlay instance”.
		3. Rachel did some testing and sent Vivian her results
* Vivian will review the results of Rachel’s tests, perform additional testing as needed, and report back to the Committee
1. New business
	1. Revised withdrawal documentation
		1. Vivian present her proposed changes to the committee
			1. Language recommending the libraries not mark instance records for deletion has been removed;
			2. Instructions for marking the Instance for deletion, along with a supporting screen shot, has been added;
			3. Language recommending the libraries add the Statistical Code “OpenRS – No” has been removed;
				1. OpenRS does not respect this code;
				2. OpenRS does respect the “Suppress from discovery” setting, so the code is unnecessary, even if it did work
		2. Rachel requested that language be added to the STOP HERE statement preceding the section that deals with Instance records being suppressed and marked for deletion: “STOP HERE (do not suppress the Instance or mark the Instance for deletion).”
		3. Joette asked about how to find Instance records that have had their Holdings and Items removed and been suppressed from discovery but have not been marked for deletion.
* Vivian will construct a query/search strategy for finding Instance records that have been suppressed, but not marked for deletion and report back to the committee
	+ 1. Kathy expressed concerns over deleting Holdings and Item record, as – once deleted – they are no longer findable for statistics in Panorama. Rachel said that at William Woods they are moving the Holdings and Item records to a withdrawn Location. Vivian reminded the group that this is one of the Methods outlined in the document. Richard asked whether it is possible to batch delete the Holdings/items once the statistics have been compiled. Vivian informed the group that there is no way to batch delete records, outside of an API call (MCO is not yet in a position where we can support API usage).
* Vivian will finalize the changes to the document and post an updated version to the Wiki.
	1. Revised committee charge/outreach initiatives
		1. Open Hours with a focus on cataloging scheduled for October 16
			1. We will give a brief presentation on the Committee’s recent activities and then open the floor to solicit ideas from the attendees for things they would like to see from us: guidelines, procedures, anything else.
			2. Rachel and Richard L. had corresponded about an idea Richard had along those lines:
				1. Richard has noticed that a number of libraries that have hired new catalogers who are lacking experience of being a cataloger.
				2. Richard L. wondered if the committee could offer some mentoring for new catalogers, or in specific areas of cataloging (e.g., serials cataloging).
				3. Richard L. noted that the Professional Development & Training Committee has been looking at similar ideas [note: opportunity for cross committee collaboration].
				4. Rachel suggested that the committee put out a survey to see what kinds of mentoring the libraries would like in the area of Cataloging.
				5. Richard L. also asked whether Vivian would consider revisiting the training she presented at the MOBIUS Conference. Vivian mentioned that she has a vision of some sort of interactive cataloging workflow environment, involving documentation and training videos. Vivian has it on her to do list to create some basic cataloging workflow documentation.
				6. Kathy suggested that a training could be recorded which would produce a training video.
				7. Richard P. suggested we could create an archive for CQL queries and/or “tips and tickets” document for working with CSV files (Vivian gave a couple of tips and tricks in the meeting).
* Rachael will work on survey to send out to the Cataloger/Membership.
* Rachel will create a draft PowerPoint for the Open Hours for us to review at the next meeting.
1. Meeting Adjourned at 10:48 am

Next meeting: October 1, 10 am