

Place of Meeting: Westminster College

Members in attendance:

Erlene Dudley, William Woods University

Vandy Evermon, Columbia College

Ethan Cordray, Lincoln University

Tom Leimkuehler, Missouri State Library

Corinne Caputo, Westminster College

Not in attendance: Stephens College

RDA Profile for Arthur was discussed page by page. This will be the document that is used by Mobius for our future profiling and authority control setups. The issue of not having the AV records in Arthur touched on this initial round was discussed. As the RDA Profile settings are discussed and agreed to, all questions and concerns will be addressed. We now have the RDA Profile PDF documents for Arthur cluster and can now proceed. One general agreement we have is that the 245 lh will stay in our records for all AV. We will have the 336, 337, 338 fields on our records, but not visible to patrons. We presently have the 264 field active. We use 260 and 264 in our records. We will be discussing the RDA Profiling pages on the listserv until we get all our questions and concerns resolved. Christopher Gould at Mobius is our contact for questions about profile settings. Our RDA Profile was submitted 18 June 2014.

Material types were discussed. We do not use MS Map so that will be removed. We agreed to add a variety of Mat types that should make our work easier and should make searching much improved. Those mat types are: vinyl disc, compact disc (audio), online video, VHS, DVD, thesis/dissertations, online audio, games, high definition DVD. Mobius has activated these now. Libraries will do their own clean of items and shifting to the new codes.

New item type Calculator was agreed to be added. Mobius has added this new item as item 84.

We also agreed to have the Mobius patch setup for the copy 2 problem that makes copy numbers appear in the public note field in the OPAC. The patch will put the copy number 2 in the call number field at least until III fixes the problem. Mobius has fixed this now.

Annual circulation flip was briefly discussed. Corinne will send instructions to Ethan since he has not worked with it before. Everyone does their annual flip within a week or so after the new fiscal begins for each college.

Tom at Missouri State asked for recommendations on handling a backlog of materials that will be done in short record format due to lack of OCLC records. It was suggested that he not capitalize the records since they will be permanent records in the system and much easier to read if not capitalized.

Mars Reports were discussed briefly and it was agreed that the chair of the Arthur Coordinators will be the one to handle the splitting of the records as per the instructions we have for that process.



**Agenda/Minutes of the  
Arthur CTS Committee Meeting  
10 June 2014**

Best Practices will be handled as soon as the RDA Profiling issues are worked through and submitted to Mobius. Erlene suggested that we look at how Merlin cluster did their Best Practices. It was recommended that we do some kind of table of contents or index but make the document practical in how it can be searched effectively and used when needed. Vandy and Corinne will be the ones to work on this project with the goal of having it done as soon as possible, preferably before school begins in the Fall.