University of Arkansas Libraries
Innovative Review Committee
7/7/15
Present: Gilbertson, Jones, Juhl, Kulczak, Lehman, Williams

Actions items in yellow.

Additional Records
Juhl announced that an additional 250,000 each of bib and item records and an additional 100,000 each of checkin and authority records have been requested. (installed 7/7).

WEST Project and MARC Holdings Format
Kulczak gave an overview of the WEST (Western Regional Storage Trust: http://www.cdlib.org/services/west/) collaborative storage archiving project and changes to our holdings format needed for the 34 titles we will hold for the first cycle this year. (Law declined to archive 1 title in their collection). WEST collects print serials holdings information from participating libraries and then analyses the data to determine which library should archive which title. Archival holdings are then placed in a PAPR (Print Archives and Preservation Registry) database managed by CRL (http://www.crl.edu/archiving-preservation/print-preservation/papr-database).

Setting up our participation in WEST required an additional ILLiad instance, AFUSP.

In order to export our holdings, to PAPR, the Libraries need to code our holdings for those 34 titles in MARC holdings format in checkin (holdings) records. Cheryl Conway worked with Cataloging and Serials on coding this format. The fields include 007/008, 583, and 852/853 pairs for holdings and enumeration. Kulczak showed an example record of The Accounting Review, b10008548. All titles have a 945 note of WEST PRINT ARCHIVE: DO NOT WITHDRAW OR DISCARD.

Because Serials is also using some of the same fields for public notes in the OPAC, it was decided to suppress these 34 checkin records from public display. If we were to decide to proceed with coding all holdings records this way, we would need to do a cleanup project on those Serials notes. However, using MARC holdings format would eliminate an extra serials cataloging step, as those holdings could be directly exported to OCLC, rather than manually created there.

In order to export these new holdings records from our system to WEST, a new output table is needed for the system. Judy Ganson has approved that purchase and we are waiting for word that it has been installed.

The group discussed potential procedures for stacks and other staff should volumes go missing. Ideas included: messages in the appropriate item records, cerate lists based on item status, and annual inventories. Williams also wondered about bind incomplete decisions and our responsibility for tracking down missing issues. The general consensus seemed to be that annual inventories would be appropriate as we must output all our print serials holdings annually to WEST in the last summer.

ERM New Fields
Juhl distributed a handout showing new fields added to resource records and license records (attached).

Sierra StaffGuide
Juhl showed a new StaffGuide for Sierra staff information (http://uark.libguides.com/sierra). This is designed to replace a StaffWeb page and a SharePoint site. The group discussed the best way to maintain the local series and subjects lists. It may be that Google Docs would work better than uploading new PDFs periodically. **Juhl will decommission the Staffweb page and the SharePoint site.**

**Module Reports**

**Acquisitions / Monograph Cataloging**
Gilbertson is archiving some order records. Jones asked about the Crystal Corral reports; Banks has not yet set those up. Gilbertson and Juhl will remind selectors about using the Sierra fund reports. Library IT is having trouble installing the new version of Crustal Corral.

**Branches**
Brief discussion about the current CB representative and CB patron records.

Respectfully submitted,

B. Juhl