**SMSP 5/26/2021 Minutes**

In attendance: N. Poehlmann, J. Frys, M. McGee, R. Turner, L. Feldballe (notes)

We will start recording minutes and posting them - method of dissemination TBD

MSP 50

* Using “wdn” in internal note 1 is key because it allows Maggie to differentiate what was actually in Alma, and is helpful to Maggie in her reporting. It is a specific and easy data point to pull for analytics.
* We have decided to leave MSP 50 as is on the MSP site, no changes needed.

Do we want to create a policy about barcoding periodicals?

* there is a ton of variation in how campuses do their periodicals.
* if periodcals are barcoded, they are definitely countable in analytics.
* there is an added cost to campuses in terms of time and barcodes, but do we want to establish a best practice around this?

Maggie shared detailed notes to basecamp about outstanding MSPs in need of revision:

* MSP 20 - Suppression of Records for Physical Inventory - we don’t need a policy for this because we have an FAQ for this.
* MSP 22 - Finding aid links in MARC records - we have an FAQ for this so we don’t need a policy.
* MSP 26 - NZ record deletion needs more investigation.
* MSP 30 - Non-Serial e-records in Alma - might be a good idea to create an FAQ on this topic. There is already an FAQ relating to it but perhaps we need one more in-depth.
* MSP 31- MARCive record loads - not being managed at the NZ level so no point at this time.
* MSP 32- NZ Bibs with multiple OCLC numbers - we can ignore this.
* MSP 33 - Indication Rules - we don’t need FAQs, we have an entire libguide dedicated to this.
* MSP 34 - Alma originating system version - not necessary, import profile page addresses this.
* MSP 35 - Automatic loading of Worldshare Collection - Really talks to an OCLC policy change for the collection manager. Not necessary.
* MSP 38 - Publishing bibs to OCLC - not necessary. We have a libguide
* MSP 39 - Approval Records into NZ - not sure what was meant, let’s get rid of it.
* MSP 49 - When to create a new bibliographic record - Link doesn’t work. We don’ think this is necessary because it doesn’t speak to cataloging practices.
* MSP 51 - Policy for adding SUNY faculty, staff, alumni publications to Alma - not sure we need a policy on this. They would be added if owned by a library like any other type of resource. People are already using digital repositories.

PROBLEM WITH PHYSICAL ITEM EDITOR TABS

* Jen was cataloging and added a standing order - holding, and item.
* Physical Item Editor didn’t have any of it’s tabs, just the general tab. No notes tab, etc.
* Jen tried accessing the PIE all day through various pathways, the tabs never came back.
* She cleared her cache, etc, nothing worked.
* She decided to add the item with the general tab only, and once she added it and saved, she was able to access all of the tabs.
* This has happened to another cataloger since.
* Maggie told us to GENERATE A PERFORMANCE TRACKING FILE when this happens, because ExLibris will ask for this whenever there is unexpected system behavior.
* Maggie is going to try to go into Sandbox/UB’s system to try to replicate the problem.
* This has been happening to Rachel every time she creates a NEW or additional item.
* Conversely, Leslie creates new items all the time had has never noticed this.

Rachel had an inquiry about $$5 local note in a master record.

* Special Collections at Bing is getting very confused because the $$5 is not particuarly helpful.
* Can we change the text following $$5 to make this clearer? “non-SUNY copy” or something along those lines.
* Maggie will experiment.