**December 9, 2019 – Academic Cataloging Group Notes**

Attending: Jenny (NDSU), Amy (NDSCS), Aubrey (Mayville), Drew (UND), Jasmine (NDJ), Julia (NMI), Laurie (UNE), Erika (UNF), Megan (ODIN), Phyllis (TBI), Shari (UNW), Shelby (UND), Lynn (ODIN), Susan(NMI?)

**Agenda:**

**Local fields mapping** – Final posted to Basecamp 12/2/19

**Final Migration Forms and P2E files** – Final documents submitted 12/2/19.

**Data Cleanup progress**:

* Questions or problems?
* Liz mentioned having 035 tags that started with $. Report was run and she was able to clean things up. Please put in a ticket if you would like similar report run for your library.
* Ben mentioned some records with multiple OCLC #s in the 035s (not vendor numbers but superseded oclc numbers). Shelby mentioned this had happened for a time after coming up on ALEPH. Lynn will try to isolate these records and send reports to libraries for manual cleanup.

**Posted deadlines and to-dos:**

* **Items due Dec 3**

NDSU Update non-CZ bib records with Normalization Job in Alma

NDSU Extract non-CZ BIB records & upload MARC file to MFT

\*\* Jenny has been processing and some processes have taken up to 8 hours.

* **Before the meeting on 12/3:**

Provide final migration forms by 12/2

Please review Alma Resource Management trainings

**According to Basecamp To-Dos** **00 - Key Alma-Primo VE Implementation Phase Milestones:**

January 13, 2020 – Alma Test Load Migration Start

January 28, 2020 – Alma Production Environments Delivered for Testing

February 11, 2020 – Primo VE/First Look Production Environment Delivered for Testing

April 10, 2020 -- SIS load testing completed

April 22, 2020 – Authentication Configuration Complete

April 28-30, 2020 – ALMA Onsite Workshop

July 3, 2020 – Critical 3rd party integrations completed

July 6, 2020 – Alma & Primo Certification Completed

July 24, 2020 - Fulfillment Freeze

July 12-26, 2020 – Cutover Load

July 29, 2020 – Go Live

Question was also asked if the new Basecamp Tasks could be broken down by library so they may check off completed items. Lynn forwarded to Joe and Heather broke down Training Lists and Task Lists for each library. Lynn will assign to each library lead this week so you can track your own progress.

**Catalog User Group Chair elections**:

 Please let Lynn know by noon on December 20th if you are interested. Will be having elections by end of year.

**Problem tracking** – Tracking link on ODIN website setup in progress. Will be ready by end of month, possibly by end of next week.

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**Next Meeting:**

**Monday, December 16, 2019 2-3 pm**

Submit any agenda items to Lynn.Wolf@ndus.edu (or to this list).

Meeting Connection info:

To join click on the following link:

<https://us.bbcollab.com/guest/90d20ccbea9a407399fd573431fd4372>

**Session dial-in:**
Call in anonymously. Attendees using this PIN appear as anonymous callers in the session.

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| •**Dialin:** | 571-392-7650 |
| • **PIN:** | 4111272841 |