

## **Prospector Cataloging/Reference Committee Charge** **Revised 02/15/2007**

**Established:** October 1999

**Type of Committee:** Standing Committee

**Charge:** The Prospector+ Cataloging/Reference Committee will examine matters related to bibliographic and display issues within the Prospector system. Purview of the committee includes: indexing standards, PAC displays, matching algorithms, overlay tables, and precedence tables. Within its purview, the Committee will resolve problems and determine best practice recommendations for Prospector member institutions.

**Frequency of Meetings:** Bi-monthly or as needed.

**Membership:** Prospector Libraries may appoint one member each to serve on the Committee. A Chair of the Committee will be chosen by the Committee from the Committee membership to serve for a term of two calendar years. A Recorder of the minutes of Committee meetings will be chosen by the Committee from among the Committee membership to serve for a term of one calendar year. Chair and/or Recorder vacancies in office will be filled by the Committee as needed for the duration of the vacated terms.

**Communication of the Committee minutes:** Minutes of the meetings will be posted on the Prospector Web site.

**Background:** This Committee replaces the Prospector Cataloging/Reference Delivery Task Force formed to develop Prospector policies and procedures through September 1999.

Created on 08/16/99; revised 02/15/2007; posted 3/1/2007