

BRIDGES CATALOGUING COMMITTEE

December 15, 2005

Draft Minutes

The Committee met at Covenant Theological Seminary. Denise Pakala, Committee Chair presided.

Attending were:

Denise Pakala, Covenant Theological Seminary
Brady Shuman, Covenant Theological Seminary
Elaine Trost, Missouri Baptist University
Anne Calhoun, Missouri Baptist University
Linda Orzel, Harris-Stowe State College
Corrie Christensen, Lindenwood University
Catherine Lucy, Fontbonne University
Sharon McCaslin, Fontbonne University
Julie Portman, Fontbonne University
Joel Shedlofsky, Logan College of Chiropractic
Kathy Nystrom, Eden-Webster Library
Mary Ann Mercante, Maryville University
Eileen Condon, Webster University & Chair, Bridges Site Coordinators

INSTITUTIONAL NEWS

Lindenwood University: A newly graduated MLS, Amy Hannaway, has been hired and will be coming from out-of-state to take Corrie's current position at Lindenwood. Though Corrie is moving to Columbia, Missouri, she will continue to work for Lindenwood from home on a part-time basis. Her work will be totally Technical Services. She can continue on the Authority reports rotation schedule and will still come to Bridges Cataloguing Committee meetings. The Committee was very pleased to hear this information. The Committee presented Corrie with a Bridges gift basket containing various items with the names of Bridges institutions. Corrie will be keeping her Lindenwood email and so can be reached at the address we currently have.

Fontbonne University: The Library will have a new intern for the Spring semester. The University has received more Senator Eagleton donations, including a monetary donation.

Logan College of Chiropractic: The University is chopping down many of their trees as part of a project to fill in a sink-hole. This is just the first step in a major construction project of the 47,000-square-foot William D. Purser Center.

Covenant Theological Seminary: The University is currently in their exams period. At Covenant, students can take their exams at any one of several daily scheduled exam periods over a one week plus one day set time. Exams are distributed in the lobby of the Library and are taken in one of the larger rooms in the building. Instructors get exams

each day and so are able to grade throughout the exam period. The Library has to establish a curriculum collection to support a new program (the M.A.E.M. program). Denise has finished cataloging the kits, etc., which were a new and interesting experience.

Missouri Baptist University: The Library has hired a new evening reference person (part-time)

Harris-Stowe University: The University may be doing something about their heating system.

MCDAC Report (Kathy Nystrom)

MCDAC met on Nov. 4, 2005.

Training Task Force: A Training Task Force has been established. A subgroup met for a brainstorming session in mid-October. A report is due to the Executive Committee in March 2006. Centra online training modules are now available at the MOBIUS Website.

Release 2005: Release 2005 is being installed on the various cluster servers. Bridges is to be updated on Wed. Dec. 21.

Authority Control Grant: MOBIUS has received a \$60,000 LSTA grant for Authority Control. Pat Logsdon from Washington University noted that the 2005 annual central catalog authority update was not done, so some of the money may be used for this.

970 TOC indicators: BNA has changed the first indicator values it uses in the 970 tag. The indicator values were changed in January 2003, but BNA did not provide any notification of the change.

Prior to 2003, there were three first indicator values defined for the 970 tag. Indexing decisions were made on the basis of these values. Value 0 stood for non-distinctive titles that weren't to be indexed (such as Preface, Introduction); Value 1 stood for general chapter-level titles that go into the keyword index ; and Value 2 stood for distinctive titles (such as titles of short stories, poems, musical pieces) that receive indexing in the title index as well as the keyword index.

From January 2003 onwards, BNA uses only two first indicator values in the 970: Value 0 continues to stand for non-distinctive titles that aren't to be indexed at all; Value 1 now stands for all other titles, both general chapter heading titles and distinctive titles.

A complete description of the Blackwell TOC process is available at the Blackwell website: <http://www.blackwell.com/pdf/TOCEnrichment.pdf>. The website, dated May 2005, explains first indicators 0 and 1 and shows an example on p. B1 of a MARC record using indicators 1 and 2. The site does not seem to explain or note any historical differences in

indicators or their meanings. Not all examples have been updated, so there are some still showing a first indicator of 2.

Three clusters (Archway, MERLIN, and Washington University) are currently paying for the BNA TOC service) Some indexing changes may need to be made at the Mobius catalog level. These will be decided on at the next MCDAC meeting, after the three currently subscribed clusters discuss this and develop a recommendation.

Mary Ann reported that she had discussed the use of the 970 tags with Jim Dutton several months ago as Maryville was preparing to work on adding TOCs to records. Jim said that within the Bridges cluster, we could use 970s or 505s for our TOCs. He said that in the 970 we could continue to use the older indicator values and definitions. If we wanted to change to the newer indicator values/definitions, we might need to take a look at the Bridges 970 indexing. Maryville decided to continue using the older version of the indicators for its 970s. Mary Ann will send a copy of the older 970 indicator/subfield information to the Committee.

Holdings Task Force:

Steve Wynn chairs this task force which submitted a preliminary report to MCDAC. The Task Force identified four categories of holdings display problems in the central catalog:

1. Large multi-volume monograph sets (eg.: Psychology of art)
2. Serials (eg.: Journal of algebra)
3. Electronic materials only available by subscription (eg.: Absolute beginner's guide to personal firewalls)
4. Electronic materials that are freely available and that have various cluster-level shared location codes (eg.: Missouri sunshine law).

The Task Force has been looking at other consortia, such as OhioLink, for possible solutions. The Task Force sees three possible courses of action:

1. Asking MCO to do something to try to fix the displays.
2. Defining and submitting an enhancement request
3. Identifying something that can be done using checkin records for holdings and using suppression codes for item records.

Most felt that number 2 was not likely to be a successful course of action, given our experience with previous Inn-Reach enhancement requests. Number 3 appears to be the best possibility to explore, but any method adopted can only be recommended to MOBIUS members so there may be a few libraries that for various reasons won't comply.

Reverse Suppression Code: In exploring possibility 3 above, the idea of using a "Lib Has" type of summary statement for the central catalog is a possibility. For titles with a serials checkin record, the library can suppress its item records from the central catalog

and display them locally only. The serials checkin "Lib has" statement would then be the only holding showing.

For titles without checkin records, the concept of a Reverse Suppression Code for item records has been discussed. This code would allow an item record to be displayed centrally, but not locally. For example, for a large multi-volume set a library could create its normal item records for each volume, but set them to Display Locally, Suppress Centrally (we would want to Suppress Central so they would be sent to the central catalog and be counted, but not be displayed) The Library could then create one item record with a summary statement of its holdings and use the Reverse Suppression Code to Suppress it Locally but Display it Centrally. Arthur has such an item suppression code: code "q."

Any usage of the Reverse Suppression code would only be on Non-Requestable items. When doing year-end statistics, libraries may want to exclude any item records with a reverse suppression code from their count.

The Bridges Cataloguing Committee recommends the addition of code "q" as an item Suppression Code to Suppress Local, Display Central.

While requesting this, Eileen will check to see if the language displayed for item Suppression Code "l" can be changed to read "Supp Cen/Disp Local"

Authority Redirect: It appears most clusters have decided that while the display of the authority scope notes sounded good in theory, the way it is implemented in III at present is bad.

Removing Stopwords: The question of whether to have initial articles stripped from patrons' searches by the software (the current setting) or to rely on the MARC filing indicator values to do this will be put on an agenda for a future MCDAC meeting.

Ebook Limit for the MOBIUS Union Catalog: All cluster catalogs have the ability to limit by ebooks, but this does not exist in the central Catalog. Jim Dutton will investigate the feasibility of adding this to the central Catalog.

Search Limits by 007: Mark Scharff from Washington University did a presentation on how they have implemented search limits by 007 values.

710 Display Issues: Problems with displays in the 710 in cluster catalogs and in the union catalog can result if the subfields in the 110 and 710 are not indexed the same. Author searches can result in confused displays. Clusters have to decide in which indexes to include certain subfields, such as subfield n. If a decision is made to change the indexing in the central catalog, each cluster will need to be reindexed. In Bridges you can see the problem by searching the author "World Council of Churches Assembly." Bridges has \$n indexed in the 110 and not in the 710.

Because of the complexity of the issue, Denise will add this to a future Cataloguing Committee agenda.

OCM Prefix on OCLC Control Numbers: MCO has fixed this problem which was a result of a mistake during a recent authority control record load.

Cooperative Cataloging of Selected Collections: This topic concerns sharing of MARC records when a library or cluster has created MARC records for a specific type of collection, such as free Internet resources. Is there a way these records could be made available to other clusters? MLNC has been contacted regarding any OCLC issues.

Possible Broken Links During Record DeDuplicating: Denise brought to MCDAC's attention the possibility that deleting bib records may break links which some libraries have created. There did not seem to be much concern on MCDAC about this.

AACP Flip Problem: Washington University reported that this problem appears to be fixed. However, this does not mean that records previously affected have been fixed.

Gap in OCLC Holdings: Washington University has found huge gaps in their OCLC holdings (OCLC records which should show the Washington University OCLC symbol do not show the symbol) It is not clear whether there has been a problem with their EDX loads (not through MOBIUS) or whether there is some other problem at OCLC. OCLC is doing a one-time no-charge record reload for them.

MARS Reports

We will continue to receive the Unmatched Primary Headings Report and the Deletes Report. There are so few significant changes on the Changes reports that it does not seem to be a good use of time to go through pages and pages of reports that have no problems.

MESH Split Report Headings are a problem in Bridges. We have been giving them all to Logan, but some of them are not generated from Logan's work, but are the result of MESH headings retained by other cluster members. Joel alerted us to the fact that MESH no longer uses form subdivisions, but instead uses the 655 7.

LC Split Headings are not being handled correctly by the processing. In many instances the old heading is being kept on the record as well as the new ones. Even if the processing works correctly, the processing puts all the new headings on the record, since the software can't determine if only one applies, though often all new headings do apply. Each library should process these reports as it wishes.

MARC Validity Table

Joel had raised the issue of whether fields which we use in Bridges, such as the 229, should be added to the MARC validity table so that the field tag won't show in red in Millennium. Kathy preferred to have the red display as an alert that this was non-MARC

standard. Mary Ann pointed out that this was a good reminder should we ever be looking at exporting records to another system or to another sharing group. After discussion, the Committee agreed on the general principal that new MARC fields should be added to the MARC Validity Table, but non-MARC fields used in Bridges should not. Denise will notify MCO to remove the 229 from the MARC Validity Table.

Eileen will check to see if the MARC Validity Table can be edited by Bridges or whether MCO needs to edit this, so we know whether we should be responsible for adding any new MARC fields or subfields to this table.

Coded Information in 773 |7, 780/785 |x & w, etc.

Eileen has sent in our request from the previous meeting to suppress the “funny” coded information which has displayed in the 773 |7, 780/785 |x & w, etc.

Field Protection in Bibliographic Records

Mary Ann has been in contact with Jim Dutton regarding bibliographic record field protection during overlays. Jim provided her with a listing of current Bridges loaders and their field protection. Mary Ann distributed to the Committee two handouts: 1) A page from the Innovative Loading Manual giving an example of the various kinds of overlays and 2) a document recommending changes to the current overlay protections in the loaders (this document includes a listing of the fields currently protected in the various loaders) The document is attached as Appendix One to these minutes.

After discussion, the Committee recommended changing the overlay protection as outlined in the document.

Eileen will bring this matter to Site Coordinators for discussion.

Machine Generated TOCs

Denise has found some that show you “Chapter One”, “Chapter Two”, etc. and nothing else.

Reverse Suppression Code “q”

See above discussion and recommendation under MCDAC Report

949 Field

Denise distributed a handout of 949 field usage possibilities

Cataloguing Problem From Covenant

Denise brought to the Committee a cataloguing question she is not sure to handle. As part of Covenant's curriculum collection, they have purchased a series of study group materials from Redeemer Church (New York). Redeemer Church does not sell paper copies; they sell one-time access to zip files which are intended to be downloaded and printed. The question is how to catalogue these once they are downloaded. Covenant double-sided and comb-bound the copies, but of course, other groups purchasing these files may print them in some other format. What to do about the 300? What notes should be added to the record? [Note from Denise: look at OCLC nos. 62710253 and 62715905 to see what I decided to do. I welcome any other suggestions.]

Next Meeting Date

The next meeting of the Bridges Cataloguing Committee will be held Thursday, Feb. 16th at Covenant Theological Seminary.

BRIDGES CATALOGUING COMMITTEE MINUTES: Dec. 15, 2005

Appendix 1: Bib Record Field Protection During Overlay Recommendations

OVERLAY PROTECTION -- Summary

Information from Jim Dutton Nov. 17, 2005 email:

"I agree that it would be better to have all of the loaders protecting the same fields--just for the ease of knowing what is happening with each if nothing else. Just send a message to the Helpdesk specifying which fields you want protected and they will take care of it.

You will need to specify which fields are to be protected on the target (original) records and which on the source (incoming) records. You may also specify straight overlay protection which will retain both fields

My understanding is that records returned from authorities processing overlay the entire record with only the updated headings fields changed. The only time there might be a problem is when someone doesn't notice that it has been sent for AP and edits a record while it is out."

Current Loaders for Bridges: (per emails from Jim Dutton)

- Authority Processing
- NetLibrary
- NetLibrary MU
- PromptCat LU
- OCLC Record Import
- CatExpress

Recommendations:

Local Fields: For all loaders, protect on the target record (the record already in Bridges)

59x

69x

962 (Millennium Media attachment tag)

Any others used by cluster members?

Contents Notes: For all loaders, protect on the target record (the record already in Bridges)

505

970

971

The current overlay protection parameters for these fields were established when we had the BNA Table of Contents service. There is no protection for the 505 in any loader. because the BNA TOC process was to replace the 505s with the 97x fields. Now that we no longer have the automated TOC service several of us are adding/cleaning up 505s and in some instances are using the 97x fields. We need to protect our work until such time as there may be a resumption of an automated TOC service.

856 fields:

Currently, the Authority Control loader protects the 856 on the target record and does not add any from the incoming record. Keep this as is.

Currently the two NetLibrary loaders provide straight overlay protection (keeping any 856s on the target and adding any 856s on the incoming record) Keep this as is.

The PromptCat, OCLC Import, and CatExpress loaders do not have any 856 protection, which means that we will lose any 856s on existing records if they are overlaid, even if there are no 856s on the incoming record. At Maryville, we've been adding 856s to records if we discover a free e-version of something we have in print. We don't want to lose these links during an overlay. Doing straight overlay protection does mean that we might in some instances end up with duplicate 856s, but there does appear to be a function in global update to remove duplicate variable fields and Melissa is willing to commit to cleaning up any dup 856s on a monthly basis.

655 fields: For all loaders, protect on the target

None of the loaders currently protect the 655 genre heading fields. At Maryville, we've started using this for "free Internet" so that we can retrieve a listing of these in our webopac. We currently have these on 2,392 records. We decided to use the 655 rather than a 5xx or 69x so that the field could go up to Mobius when we are the master record (as we are with the National Academies Press titles)

Special NetLibrary Considerations

In keeping with decisions previously made, anyone loading NetLibrary records should be sure that during the load:

the 856 subfield 3 is removed
the 245 subfield h reads “electronic resource”

Batch Overlay Alert

If a library is doing a batch record load which may overlay records of other Bridges libraries, we recommend that the library put a notice out to Bridges site coordinators and catalogers approximately a week in advance, so that any special concerns will have time to be addressed and so that those affected can be alerted to spot check records after the load.

DETAILS OF CURRENT LOAD TABLE PROTECTIONS

Default for fields not listed is that the incoming (source) replaces the existing (target) version (this also means that if a tag is on the existing record but not on the incoming, it disappears at overlay)

Fields listed without a **:d** or **:k** at the end have straight overlay protection, meaning that the tag is protected on both the target and on the source

:d at the end provides protection for the field on the target. It does not load the field from the incoming (source) if the same field already exists on the target.

:k deletes fields in existing record (target) if there is any field in same field group tag on the incoming record .

Authority Processing Load Table

Current:

<CAT DATE>
<MAT TYPE>
PUBLISHED(p(260:d))
INNOPAC #(7)
HOLD(8)
ORIG REC #(h)
ADD KEYWOR(k(690,691))
MISC MARC(y(856:d))
ADD KEYWOR(k(970,971))

NetLibrary Load Table

Current

<CAT DATE>
<BIB LVL>
<MAT TYPE>
INNOPAC #(7)
HOLD(8)
ORIG REC #(h)
MISC MARC(y(856))
CONTENTS(f(970,971))

NetLibraryMU Load Table

NNOPAC #(7)
HOLD(8)
ORIG REC #(h)
LC CARD #(l(010))
STANDARD#(i(020))
MISC MARC(y(049))
NOTE(n(520))
LOCAL NOTE(v(59.))
MISC MARC(y(856))
CONTENTS(f(970,971))

PromptCat LU Load Table

Current

INNOPAC #(7)
HOLD(8)
ORIG REC #(h)
ADD KEYWOR(k(970,971))

OCLC Record Import:

Data Not Overlaid (m2btab.b)
RECORD TYPE FIELD NAME
1 > BIBLIOGRAPHIC INNOPAC #(7)
2 > BIBLIOGRAPHIC HOLD(8)
3 > BIBLIOGRAPHIC ORIG REC #(h)
4 > BIBLIOGRAPHIC ADD KEYWOR(k(970,971))
5 > BIBLIOGRAPHIC MISC MARC(y(962))

CatExpress

Data Not Overlaid (m2btab.catex)

RECORD TYPE	FIELD NAME
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1 > BIBLIOGRAPHIC	INNOPAC #(7)
2 > BIBLIOGRAPHIC	HOLD(8)
3 > BIBLIOGRAPHIC	ORIG REC #(h)
4 > BIBLIOGRAPHIC	ADD KEYWOR(k(970,971))