Minutes of MQCC Meeting for October 20, 1999

Present: Norma Fair, chair (MU), Christopher Gould (LSO), Vianne Sha (MU),
Pat Logsdon (WU), Anna Zaidman (SLU Pius), Patrick McCarthy (SLU Pius),
Wendy Fritzel (MU-HSL), Gary Harris (LSO), Kathleen Schweitzberger (UMKC),
Anna Sylvester (UMKC), Janet Jackson (LSO), Ellen Grewe (UMSL), David Owens
(UMSL), Allison Holdaway (UMR), Richard Amelung (SLU-Law), Darcy Jones
(MU-Law)

1. Announcements
    -None

2. Minutes from September 8 meeting
    -Approved

3. LSO Update
       Gary:
    -Gary is attending training at III at the end of the week regarding
how to set up load files. After the training, we will be able to have LSO
set up these profiles.
    -Gary sent another draft of the GPO RFP to Vianne because some
formatting changes had to be implemented.
    -The first MOBIUS cluster is up, but only Lincoln University records
have been loaded so far. Lincoln's webpac is at arthur.missouri.edu.
Stephens College sent records to WLN for smart barcoding, and they will be
able to begin loading Stephens and Columbia College records in earnest in
the next couple of weeks. This cluster will go live on January 3, 2000.
    Christopher:
    -Title, name, LCSH, and MESH changes and deletes reports from WLN
have been distributed to libraries. No match and partial match reports have
also been distributed.
    -There still problems with the local ERS scheme for the 655 $2
reports, and WLN is working on the bugs.
    -The next set of reports from WLN will contain page numbers for
statistical record-keeping.
    -All of the authority records that were in the bib. file have been
deleted. After loading the next set of authority records, he will look for
more bibs with the zzzzz location.
    -After records for deletion have been sent to WLN, and once
Christopher has received confirmation from WLN that they've received the
records, Christopher will delete the records from the system.
    Janet:
    -Janet has been working on the conversion from the current tracking
system at the LSO Help Desk to a new call tracking system called the Action
Request System, which LSO will roll into production at the beginning of
2000.

4. Review Action Items
-III has updated GUICat. Versions older than 2.7 cannot be updated from the
existing workstation installation. If you have a version older than 2.7
loaded, you need to remove it and download the new software from the LSO FTP
site. We need all our workstations to be updated before III can help us
with GUICat problems. We can also get files we previously could only obtain

from the LSO FTP site from the LSO web site.

-Action item: Janet is to update the instructions for getting to the LSO FTP site for downloading GUICat software.

-#1438, Vianne reported that the GUICat-inability to use Backspace and Delete keys in last variable length field is still a problem.

-#1585, Vianne reported that the GUI-Cat Authority Record Browse Display still a problem

-Christopher reported that some of the transaction file problems have been narrowed down to problems with GUICat, because some records that are processed in GUICat will hang in the transaction file. III Programming is currently working on the problem. Kathleen asked if Christopher could find out whether this GUICat problem could be traced to a particular campus.

-#1630, Set up the Z39.50 interface in GUICat has not been completed.

-#1918, Add Standard 4.8 Facsimiles, Photocopies, and Other Reproductions to the Web is still in progress.

-#1827, Corrected and approved standard 5.1.4 has been completed, although it has not been added to the web site (#1918)

-#1812, Authority records with bib. numbers should be removed until we find further problems.

-#1510, Revisit the URL checking technique completed until we run the check again.

-Kathleen asked if changes on the MQCC Standards and Action Items web sites could be made before a certain designated time before MQCC meetings so committee members are able to review the same items before the meeting. After discussion, Norma requested that changes in the MQCC Standards web site be a priority and done by the Friday before the meeting, and have changes in the MQCC Action Items web page be completed by 5:00pm the Monday before MQCC meets.

-Anna Zaidman requested that an action item about standard 8.2.5 be added to the list

-Janet requested that we send her e-mail if we find any dead links on the MQCC pages

5. MU Autographics Project
Vianne: When MU used the Auto-Graphics records for government documents, some titles with both serial and monograph records for the same title were found. Richard and Kathleen suggested that monograph records could be deleted. Both SLU and UMKC opt for serial records when cataloging government documents.

6. Standards and Guidelines
a. 5.3.1 Standards for LC Subject Authority File
-5.3.1.3 - Insert "include" before |w nne
-5.3.1.4 - Insert "include" before |w nne. Kathleen requested that we add a statement to this standard about 040 |d. We need a standard for adding local fields for all authority records. If we add notes to authority records, they wouldn't be LC, and we would need to alert everyone.
-5.3.1.7 - 8.2.4.1.2.1 should be 8.2.4.1.2.3
-Action item: Norma will post these revisions to the MQCC list.
b. Ending periods in 1xx-5xx fields in series authority records and the corresponding bib record files
-Anna Sylvester noticed quite a few authority records that did not have periods at the end of the 4xx fields and asked if we should be putting periods at the end of these fields since WLN does.

-Richard Amelung gave the history of terminal punctuation in authority records. Traditionally, the 1xx in authority records always had punctuation and the 4xx and 5xx fields did not. However, people couldn't keep it straight, and it was decided that all authority records would have terminal punctuation at the end of the 1xx, 4xx, and 5xx fields. The terminal punctuation would serve as a visual reminder that the cataloger was working in the authority file. Authority records in OCLC have a mixture of records with and without punctuation. Authority records now exported from OCLC do not have terminal punctuation.
- It was decided that we will not include ending periods for our original local authority records
-Anna asked if we should ask WLN to stop putting periods at the end of authority record fields 1xx, 4xx, and 5xx
-Action item: Christopher will contact WLN and verify whether they are adding terminal punctuation in authority record fields 1xx, 4xx, and 5xx. If so, he is to request that WLN discontinue adding the terminal punctuation.
c. Proposal for changing the structure of Appendix C
-Vianne reported that we have more reports than the previous Appendix reflected
-Need to include a link from 5.4 to c.1.3 and text from 5.4.3.5 to c.1.3.
-Vianne asked that Christopher put distribution algorithm at beginning of each section.
-Christopher suggested we break up c.2.1 to include a breakdown for name/title, LCSH, and MESH
-Action Item: Vianne and Christopher to re-write Appendix C.
d. Recommendation to include call number normalization rules in the standards
-Vianne suggested we need a standard because we can only find the information in the Getting Started manual
-Kathleen suggested the standard should be added as an appendix - Vianne suggested it should Appendix F.
-Robin has normalization rules for MOBIUS - we should have her send them to include as MERLIN standard.
-Action Item: LSO to add Call Number Normalization Rules tot he standards as Appendix F.
e. 5.6.2 ACODE2: Proposal to eliminate codes
-Vianne said we need to reconcile pull strategies for authority add/deletes review files
-It was determined that Christopher has been using a different pull strategy than was originally thought.
-Vianne thought the original strategy was pulling records from last load until the next load date - the strategy being used is actually pulling records from the 1st of the month until the end of the month
-Vianne would like to create a review file of records with 010s and 040s that have been marked for deletion and see if WLN is deleting from both the local file and the national file
-Action Item: Vianne will create a list of authority records with both 010 and 040 in the local (where 010 or 035 has UMS) authority record.
-We will continue using ACODE2 until we see how big this file is.
f. 8.2 Proposed Revision
-8.2.4.1.5.2 should state that we just use a bare url for federal government documents and public domain sites, and put nothing in |z.
-8.2.4.1.5.2 - Richard asked if we could really delete what we think are

extraneous 856 fields not knowing if other campuses have access to them. It was determined that we should keep the 856 fields, and we should always put our campus code in |z of the titles we have access to.

7. ECO PSP 856 concerns
-Patrick said there are 3 considerations he feels the ad hoc committee should analyze: 1) Providing accurate user information, 2) The efficiency and workflow issues with constantly changing the holdings info. for these titles, and 3) What displays in MOBIUS and will the info. be misleading to MOBIUS users
-It was noted that we should look at how other consortia handle their electronic resources and that the issue could be mentioned to Peter Murray to discuss at ALA Mid-winter.
-The Ad Hoc Committee members from MQCC will be Patrick, Wendy, Norma, and Vianne - Norma will contact Laura Gayle Green and Resa Kerns about volunteers from their committees.

Advisory Group for MOBIUS
-George Rickerson joined the group and discussed the Catalog Design Advisory Group for the MOBIUS consortium. This group will deal with cataloging standards and presentation. Each of the MOBIUS committees has a representative from each cluster. Since the committee needs both catalogers and public services members, and since Washington University is sending a cataloger (Logsdon), he suggested we contact Laura Gayle Green for a volunteer.
-Norma asked who we report issues to regarding MERLIN if it's a MOBIUS issue. He said we should contact Martha Alexander, who is the chair of the UM Library Directors.
-Norma requested that the name of the committee that the MERLIN functional committees report to, and the current chair of that committee, be posted to the LSO web site. We need to know what individual should be contacted to refer MERLIN issues to the 'director' level. If we have a MERLIN question, we are to report to the chair of the MERLIN committee, Francis Benham. If we UM System question, we are to report to the chair of the UM Library Directors, Martha Alexander.
-Richard asked about the MOBIUS collection development committee. George said the collection development committee came out of the MIRACL Board of Governors, but there are also representatives from law libraries and health science libraries as well as the main campuses. Like MRSC, they will make recommendations to members of MERLIN groups, and the recommendations could come on all levels. For instance, the UM System has substantial amounts of money for electronic journals, and the collection development committee can decide in an organized fashion how to best spend it.

8. Protected fields in authority records: implementation of 4xx and 5xx second indicator 9 and 690 fields for local editing
-Anna Zaidman asked if we should protect these fields. She thinks we should, because even if we don't use overlay protection in the future, it's still useful to see if anyone did work on a local record.
-Action Item: Kathleen will determine whether the 2nd indicator 9 in 4xx, 5xx and 690 fields are in the authority record validation tables.
-Action Item: LSO will ask III to implement protection of authority record tags 4xx and 5xx, based on the presence of 2nd indicator 9.

9. Printing spine labels

-Norma mentioned that Robin said there is a work-around to use the # of queues
-Richard thought that the problem is that you can't send your labels to a particular queue
-It was mentioned that Robin suggested we could each use a code in the OPACMSG, and these codes would go into particular queues.
-It was decided that everyone would use the same code as each campus' OCLC upload code
-Action Item: LSO to contact III to set up codes in the OPACMSG field of item records to identify queues for printing spine labels.

Norma gave us a reminder that we need to notify other campuses if we change the main entry on a current serial.

Norma asked that we set up dates for MQCC meetings through June. The following dates were chosen for February through June 2000:
February 9
March 8
April 12
May 10
June 21
Respectfully submitted,
Darcy Jones