MERLIN Quality Control Committee
Minutes—November 12, 1997

Present: Ellen Grewe (UMSL); Jane Addison (UMC-HSL); Vianne Sha (UMC-Law);
Linda Hulbert (SLU-HSC); Richard Amelung (SLU-Law); Laura Hunter (UMR);
Ting James (UMR); Vivian Lee (LSO); Alice Allen (UMC-Ellis); Nancy Stancel
(UMKC-Law); Anna Sylvester (UMKC); Kathleen Schweitzberger (UMKC); Patrick
McCarthy (SLU-Pius); Robin Kespohl (UMC-Ellis); Gary Harris (LSO); Janet
Jackson (LSO); George Rickerson (LSO (part of the meeting));Norma Fair
(UMC-Ellis) recorder.

1. Introductions and announcements.
a. Kathleen will formalize the rotation for recorders before the next meeting.
b. Laura Hunter announced that she will be temporarily replacing Gloria Ho
on MQCC for UMR. Gloria will retire next month.
c. The election for 1998 MQCC chair will be at the December meeting. The
new chair will take over at the January 1998 meeting.

2. Review minutes of the 10/8/97 meeting.
a. Under item 2, paragraph 3, delete sentences 3 & 4 regarding OCLC numbers
in Autographics records.
b. Under item 5, rephrase the next to last sentence regarding tag 655
indicator 7 to indicate uncertainty about its use that will be investigated.
c. Under item 9, include last name to identify Anna Sylvester.

Vianne sent some corrections to the minutes via the MQCC list. Ellen will
incorporate all corrections and repost the corrected 10/8 minutes to the
MQCC list. Gary will post them on the LSO Web site.

3. LSO Update.
a. Autographics load. Vivian reported that she had loaded 1¾ of the 10
Autographics tapes into MERLIN. Because of problems with the first tape,
Vivian asked Autographics for a replacement. It is actually the 2nd tape
that has been fully loaded and the replacement 1st tape is now being
loaded. Vivian reported that on the 2nd tape, 288 of 40,000 records had
MARC errors. She had been identifying these records and reporting them to
Autographics. Identifying the records takes a lot of time. Gary suggested
sending the tapes back to Autographics after the load and let them find the
problems. Linda suggested to forget about the bad records. They
constitute only about 1% of the load. The committee agreed with Linda.
George said Vivian will not continue to identify bad records for Autographics.

Heading reports. Vivian printed reports of invalid headings (headings
which are SEE references) from the Autographics records and divided them
among cataloging centers by formula. Robin suggested not even printing the
reports. If the bib records are used, the CAT DATE will be changed
triggering them to be sent to the authority vendor. Committee concurred
with Robin's suggestion.

b. OCLC EBS load. Janet received a message from OCLC reporting records
billed and holdings set. For all campuses there were more items billed
than holdings set, but no explanation. She will post the report to the

MQCC list. No holdings were reported being set for UMKC although they have been coding records for the EBS extraction. Janet will check on this and on the reasons for holdings set being fewer than records billed. Schedule for EBS: OCLC expects to receive records weekly.

c. Release 11. Gary said the list of Release 11 problems given the the Acquisitions/Serials group have been resolved.

Scoping. The scoping problems of 11/11/97 were not related to Release 11., but to a corrupt file on Laurel. The slow system response is due to a network problem because the concentrator in the token ring is going bad. III itself is not the problem. George said that if we lose connection with the token ring again, call LSO immediately so they can call III to start a new session. Replacement of the concentrator is scheduled for Sunday, November 16.

OCLC Connectivity. George was asked the status of his inquiry of MLNC regarding OCLC connectivity. He said it was a moot question because of a misunderstanding on his part. OCLC transactions do not go through the Internet, as Passport is connected to individual workstations. Records go

from the workstation to III on Laurel.

Interactive download. George said he did not think export problems were related to Release 11, and that as long as there is a problem with the token ring it probably is not worthwhile to further investigate problems with export. Robin reported that III is actively working on the problem and has asked her to work on a special port so that they can track the export problems. So far, every export transaction has been unsuccessful. Kathleen noted that authority record export has not worked at all since Release 11 installation and thus seems related. The message says that the system is not using the correct table.

Duplicate item records. Robin reported that sometimes when an item record is created with a 949 in the OCLC record and the export transaction message is "bibliographic and item records will be created," the item record loads into MERLIN but the bibliographic record does not. A search by title or OCLC number will not retrieve the record; if seached by barcode it says the bibliographic record does not exist. There is no way to delete the orphan item record. When the bib and item are subsequently successfully loaded, there are duplicate item records. Gary said that he had asked III to continually resolve duplicate items. There is a an open call on it.

ACTION: Gary, Robin, and Janet were asked to explain this problem in writing and explain the necessary setps that staff must follow to Prompt synchronization.

Vianne said that MU Law has no problems with export, but the response time is slow. Patrick said that Janet had suggested changing the delay setting from 2 to 20. III suggests the following settings: timeout 10, retry 0, delay 20. Numbers in timeout and delay refer to seconds. Raising the retry setting may result in duplicate record creation.

Export charges. Jane asked about the cost of continually re-exporting a record. It costs 0.10 per transaction.

Release 11 WebPac. Gary said it will probably take the rest of this month to set up the Release 11 WebPac for public use. The MERLIN version will not have frames (decision of MRSC).

Rearrange and scoping. Robin said it looks like rearrange by volume now works. Janet reminded us that an update to an item or order record does not trigger the program that synchronizes the bib location required for correct scoping. For example, if the item location is changed to the "y.." code for withdrawn (which is intentionally unscoped), that record will continue to retrieve with currently held items until the next quarterly run of the program that rearranges the entire database. Workaround methods: (1) use the Move command to move the withdrawn item to the bottom of the list; (2) update the bib "update date"; (3) create a list of bib records for a review file to update. One cannot create a list using the item record number (.ixxxxxxx), but can use other information in the item record to create a bib review file.

Release 11 handout. Janet distributed INNOPAC Release 11 release notes on the interactive OCLC interface. It contains the Passport for Windows software configuration and local system settings for exporting records to the local system. LSO had previously distributed this document to another MERLIN committee, but it had not reached MQCC members.

Gary said LSO had lost their Passport session. Robin said MU-Ellis will give them a copy of the diskettes.

d. OCLC Authority Control. Janet distributed OCLC booklets for its authority control service. It probably describes the product before OCLC's acquisition of the BNA authority product. Alice asked if we are locked into using OCLC just because we used BNA. George said it would be impossible to select a new vendor before the OCLC takeover of BNA. He received a letter saying that OCLC would contact LSO about the MU project, but no-one has.

ACTION. MQCC requested LSO to set up a meeting with MQCC and someone from OCLC regarding the OCLC authority control service, preferably before January 1998

Questions for LSO to ask OCLC:
(1) Did OCLC receive the MU local authority files from BNA?
(2) Do they have a list of headings that BNA has supplied to us?
(3) What is the estimated turn-around time for records sent for authority control?
Is there a service comparable to BNA's ASAP.
(4) Do names used as subjects come back as subject authority records?
(5) Can they provide us with a list of their authority control customers prior to their acquisition of BNA's authority service?
(6) Is there a profile document? (The above mentioned booklet includes a profile form, but it is very brief).
(7) Can OCLC allow institutions who are OCLC users (such as ours) to enter authority records into a local authority file directly in OCLC?

e. LSO Office move. The LSO office is moving on November 25 to the new
campus computing location on Locust Street. All LSO meetings in December
will be held in their old Clark Hall conference room, as the conference
room on their floor in the new facility will initially be used for
furniture storage. Scheduling for the new conference room will be more
difficult, as more offices will need to use it.

4. Ad Hoc Committee on Electronic Resources—Update. Richard distributed a
revised version of the subcommittee's recommendations, (to which further
additions had been made during lunch). X.3.3 was changed to: Choice of
bibliographic format, and renumbered with sub-points. The 1st sub-point
will be that serials which, in their electronic format, lack designations
will fall under Web sites and be treated as open monographs. Recommended
subject access is by using topical heading(s), e.g. Legal research,
combined with an LC-approved term as a genre heading, e.g., 655 7 Web
sites $2 lcsh. The standard will include a list of LC-approved terms that
can be used in tag 655. Richard will post the revised document to the MQCC
list for members to vote on approval. Vianne and Norma will attend the
December 3 MRSC meeting to discuss subject access.

Electronic locations. Janet will add the campus electronic locations to
the system, but they cannot be used until she notifies us that III has done
their part. Requests for to changes or additional bib locations for
electronic resources must be to Janet by Friday, November 14.

ITYPE. Vianne asked if the terminology for item type for electronic
resources could be revised. The two closest established terms are computer
files, and databases.

ACTION. MQCC asked Janet to establish a new item type, ITYPE 149
Electronic resources. (Accomplished immediately).

5. GUICat problems and training. Robin said that indexing in GUICat is
now working. She commended Jane for identifying many problems by going
back to check the records.

Kathleen asked if Janet had received any more information from Sean
regarding documentation for the GUICat product. She has not.

Kathleen said that III management needs to know there is a service problem
with GUICat if Sean is the only person who knows about the product. Sean
requested that problems be reported directly to him rather than to the Help
Desk., and he cannot keep up.

ACTION. LSO will convey to III management our concerns about the GUICat
service problem.

Training. Vianne said the 1st week of January would be the best time for
GUICat training if we want to use the MU Law facility. Robin suggested
that if people are not using GUICat maybe we shouldn't have training at
this time. Most people said, "If you have it, we will come." Kathleen and
Robin will be the trainers. The consensus was that the format should be
process oriented, e.g., how to export, how to do bibs, how to do authority

records, etc.

DECISION. GUICat training will be at 10:00 a.m., Wednesday, Jan. 7, at the
MU Law Library. There are 11 workstations with 15-inch monitors, and a
large display screen. Two people could be at each workstation. Maximum
attendance will be 24 people—2 per processing center, excluding the
trainers. Send names to Kathleen. ---The training session will be in lieu
of a January MQCC meeting unless urgent business comes up.

GUICat problem reports. Kathleen distributed a format for reporting GUICat
problems, based on Sean's message about reporting problems to him. She
requested Gary to put the form on the LSO Web site and use dropdowns for
problems 1 through 10. In the meantime report problems to Janet and she
will forward them to the MQCC list. Janet said examples are _very_ important.

ACTION. Next week (Nov. 17-21) Gary will put the GUICat Problem Report
form on the LSO Web site, retrievable through the MQCC page. He will use
dropdowns and design other features as he sees fit. MQCC will critique the
form. Completed forms will be sent to Janet to forward to III. A copy
will be sent to the originator who can then forward it to the MQCC list.

6. MERLIN standards. Two approved standards have not been posted on the
LSO Web site: (1) Name Authority Records (Stancel); and (2) NLM Subjects
(Hulbert). Nancy and Linda will send the approved versions to Gary by
e-mail or in an ASCII file.

a. Holdings (Kespohl). MQCC made several suggestions for revision. Robin
will incorporate revisions and resend to the MQCC list. It will be
reviewed again at the next MQCC meeting.

b. LC subject headings (Ho). MQCC recommended deletion of several points
because they were developed explicity for LUMIN when we had to key in all
authority records. Under 5.3.1.6 for subject heading splits, MQCC decided
to continue the same standard as in MERLIN—retain the obsolete heading on
old records and make SEE ALSO references between the old and new headings.
MQCC recommended splitting 5.3.1.11 into separate points: 5.3.1.11 For
genre headings (655) see standard 5.3.3; and 5.3.1.12 For local subject
headings, see standard 5.3.4. Links will be made in the Web version. Ting
will revise and renumber the standard and post to the MQCC list. Kathleen
will set a cutoff date for approval votes after it has been posted.

7. Limits in MERLIN using BCODE1 and BCODE2. A subcommitte was named to
address MRSC-requested revisions for BCODE1, BCODE2, and limiting in
MERLIN. Additionally the subcommittee will address terminology used in the
labels (e.g., hardly anyone asks for "projected media"). Members are
Kathleen, Robin, and Vianne from MQCC, and Laura Gayle Green from MRSC.

MRSC has also expressed interest in limiting by information in the Nature
of Work fixed field. This involves turning on an index for a fixed field
and would require re-indexing the entire database.

Agenda items postponed. 6.c. Standards: Fixed Fields for Bibliographic
Records; 6.d. Bibliographic records for music; 6.e. NLM subject authority;
8. Form of entry conflicts; 9. 1988 Enhancements for MERLIN cataloging

subsystem (due to coordinators in March 1998). Look at past MQCC information and the proposed list from last year.

Meeting adjourned.

Next meeting: Dec. 10, 1997