

Merlin Quality Control Committee Meeting
Minutes for June 9, 1999 (revised 7/21/99)

Present: Rachelle Leutzinger (UMK-Law), Patrick McCarthy (SLU-Pius), Bob Heidlage (LSO), Richard Amelung (SLU-Law), Laura Hunter (UMR), Allison Holdaway (UMR), Pat Logsdon (Wash. U), Anna Zaidman (SLU-Pius), Gary Harris (LSO), Darcy Jones (MU-Law), Vianne Sha (MU), Norma Fair (MU), David Owens (UMSL), Ellen Grewe (UMSL), Anna Sylvester (UMKC), Kathleen Schweitzberger (UMKC), Christopher Gould (LSO), and Janice Carter (SLU-HSC), recorder.

1. Introductions and announcements:

Patrick McCarthy (SLU-Pius) announced that they purchased the Early American Imprints in microfiche format and not microopaque. The records for the first series (Evans) are from American Antiquarian Society and records for the second series (Shaw-Shoemaker) are from OCLC. Vianne will find the large load standard and send it to LSO.

Janice Carter (SLU-HSC) announced that their cataloging center will be adding 500 videocassettes to MERLIN. All of which are original tapes coming from a project funded with a grant and are called the NIA Project.

2. Minutes of May 12 meeting were approved as corrected.

3. LSO Update:

A. MOBIUS

Gary Harris (LSO) announced that the Central East cluster implementation has begun and they will start with Lincoln University. The first cluster machine should arrive in July. III will move Lincoln University to the new machine first. The testpace should be done by September and they will be using Lincolns data to check profiling and indexing. Training is scheduled to start in October starting with cataloging and serials will be next. Other libraries in the cluster want to put data in their checkin cards. Circulation training is scheduled for December 6. They hope to have the cluster up by January 4th or 5th of 2000. Central East includes William Woods University, Columbia College, Stephens College, Lincoln University and West Minister.

The first cluster is implementing Millenium standard INNOPAC software. They wont get Serials module since it is still in Beta. They will get unlimited user licenses for their WebPac access. The new advanced keyword may require re-indexing of the database. MERLIN will not be updated to the New Millenium until sometime next year.

B. WLN Bibs

Christopher Gould (LSO) says that he has talked to both vendors about the process. We send bib records to WLN, WLN then sends them to BNA, and then BNA sends them back to WLN.

C. Headings Reports

We have the option to receive First Time Use Report. Half of us want them and those of

us dont want them should let Christopher know by June 7th. Rotation schedule for getting blinds references, zzzzz, and duplicates is placed on the Routine Maintenance Operations Web page with URL: <http://merlin.missouri.edu/lso/rmo.htm>.

D. List Archives

Bob Heidlage(LSO) talked about using Web Glimpse to index list archives. The Web interface part is not working properly. If there is something we want to search we should send it to Bob and he will do the search for us. The URL for the list archives is <http://sequoia.lso.missouri.edu/~listarch/>.

4. Review Action Items:

Janet is working on pulling the file for URL checking. Limiting by genre/form still dont know the status. 1511 is still open. 1518 was assigned to Anna Sylvester (UMKC) and is done.

5. GPO Records Committee update:

Vianne Sha (MU-Ellis) reported that the committee is in the process of finalizing the GPO contracts RFP. Bob will offer his expertise on the issue of mother/daughter map records. MQCC members suggested to have the option of selecting and excluding daughter records by item numbers.

**Action item: Vianne will revise the draft about this issue and submit it to MQCC by the July meeting.

6. Review use of ACODE2 (Standard 5.6.2):

There was a concern about whether these codes are needed in processing by WLN. The committee suggested that we do away with all codes except the hyphen.

**Action item: Vianne will work with Pat Logsdon (Wash. U.) to work out search strategies and post them to MQCC list.

7. Review use of the BCODE3 = b:

BNA/Vendor mentioned. The question here is did WLN and BNA add their holdings symbols to the records in 040 \$d? BNA did that for enrich records with those. Its 040 \$d is OrLoB-B. The committee decided to get rid of b, m and t.

**Action item: Anna Sylvester will rapid update these records to - and Christopher Gould will investigate the c issue. Kathleen Schweitzberger (UMKC) will update the ACODE1 records to - expect b for blind references.

8. Revisions to Standard 5.4, Blind references:

Blind references standard revision approved as revised.

**Action item: Move 5.4.4 in its entirety to appendix C and hypertext link to standards. Send to Janet Jackson (LSO) and let her know what we want her to do.

9. Standard 4.8, Use of bibliographic record for paper version to also represent reproduction(s):

Ellen Grewe reported change local symbol location. Use 590 tag in lieu of 533 when paper record is used for reproductions. The change is approved with the understanding that this is a may standard not a must.

**Action item: Janet will change everywhere BNA occurs to authority vendor except Toc enrichment.

10. Standard 3.1.1 Monographs. Add requirement of same OCLC number in bib records before transferring related records:

Nowhere in the standards does it say whether or not it should have the same OCLC number. Sometimes there is a better choice for records problem raised of records being merged and shouldnt have been. The committee decided that the records should have the same OCLC number otherwise consult the cataloging centers. Records that have no OCLC number are okay to merge.

11. Revisions to standard 8.2, Cataloging Guidelines for Electronic Resources:

Vianne passed out new revised handout of the standards. She changed the whole format with general principles section before specific guidelines for item and bib records. One question is in regards to the subfield 3 option in the 856 field for release 2,000 enhancement. What do we want to do with \$3 data? One option would be to turn it on so that we will not re-key the information in both \$z and \$3.

**Action item: Richard Amelung (SLU-Law) will set up a heading for the OCLC ECO titles similar to JSTOR and Project Muse.

Vianne revised section 8.2.5 item records.

**Action item: Vianne will clean up the records in Merlin with \$3 data. Revise 8.2.4.1.3.2. E-mail MRSC about whether \$z is necessary for public domain resources.

Standards were approved as revised and will be sent to Janet.

12. Pulling and reloading WLN bibliographic records:

LSO periodically pulls records from the entire database, so that records with an old CAT DATE can be caught. Christopher will hypertext link the procedures to or from 10.7.1 standards.

13. GUICAT Z39.50-access to LC, OCLC (for setting holdings), RLIN etc., (Action item 1557):

Kathleen Schweitzberger (UMKC) announced that they would like to test the set library holding symbol option through GUICAT Z39.50 for OCLC. Kathleen will send Gary setup for investigation.

14. Undifferentiated names (MU):

There was a discussion about how names were being cross-referenced in the name authority file. Changes to names should be reflected. It was suggested that maybe the committee should have a standard for this.

**Action item: Richard will write up a standard as 5.1.4 or add it to 5.1.

Richard made several suggestions about what we could do to solve this problem. We could change the 400 tag to a 500 tag and use 667 to indicate the cross-reference changed.

15. Review Heading reports rotation schedule:

Christopher talked about the rotation schedule and suggested that we put the schedule on Appendix C.

16. MQCC minutes rotation schedule:

Norma Fair (MU) said that the rotation schedule is currently arranged alphabetically and maybe this needs to be standard. And the arrangement is MU, MU-Law, UMKC, UMKC-Law, UMR, UMSL, SLU-Pius, SLU-HSC, and SLU-Law.

17. Items on the floor:

Several were brought up at the end of the meeting and included discussions on the following subjects. It was suggested that we add 6.6 Checkin Records and 6.7 Order Records to the table of contents. Someone wanted to know how the 9.4 is used in Merlin. The 9.4 is used for circulation records. We want to try to encourage other folks to do some standards. Richard will talk to the chair of Circulation committee (MCRC). How can we communicate with other committees? On-the-fly records are created by circulation.

Another question raised was the use of thesauri and if there is a standard for its use. There should be something under 4.5.

Richard announced that in the May 99 issue of Technical Bulletin, OCLC will be automatically adding a 994 field to all the bibliographic records. The purpose of the field is to store library's institutional symbol and type of transaction performed (such as update, export, produce). Another reason for the field is that they're running out of symbols. L\$2 is for African library holdings. The three character symbols may not be unique and symbols will be extended to 8 characters. The question is how this will affect the GOVDOC services, OLIN, PromptCat, and Z39.50 output.

The field was implemented June 6, 1999. Is the online system happening now? Not on the load it was stripped off. Is it going to matter in the future? FTS overnight FTP effects those it uses FTP. What does this mean? What happens when the record gets overlaid? How does it effect us reporting our holdings back to OCLC? Are they looking at information in the 994 for holdings? Christopher will call MLNC and talk to Susan Lewis and ask her about the 994 field and figure out what the impacts of that field will have on MERLIN database before we decide what to do.

Respectfully submitted;
Janice Carter