

MERLIN QUALITY CONTROL COMMITTEE (MQCC) MEETING MINUTES

JUNE 21, 2000

PRESENT: Richard Amelung (SLU Law), George Rickerson (MCO), Gary Harris (LSO/MCO), Patrick McCarthy (SLU Pius), Vianne Sha (MU Ellis), Nancy Stancel (UMKC-Law), Jeanne Sarkis (UMKC-Law), Pat Logsdon (Wash. U.), Anna Zaidman (SLU Pius), Wendy Fritzel (MU HSL), Wendy Sistrunk (UMKC), Ann Dykas (UMKC), Norma Fair (MU Ellis), Alla Barabtarlo (MU Ellis), Cindy Shearrer (MU LAW), Ellen Grewe (UMSL), Frances Piesbergen (UMSL), Allison Holdaway (UMR), Jean Eisenman (UMR), Geoff Swindells (MU Ellis), Janet Jackson (LSO/MCO)

N. Fair called the meeting to order and welcomed everyone especially those attending to participate in the MARCIVE profiling discussion.

LSO/MCO Update:

G. Rickerson-- WLN BNA agreement and processes are in order for new MOBIUS sites. Christopher Gould, who knows the most about these processes, is not in the office today. Apparently, he is waiting for MQCC to give the green light for continued loads. MQCC members felt that it had already been given and that records could continue to be loaded in 5000 increments. It was requested that duplicates still be copied to a review file to determine if there are ongoing problems. Zaidman wondered what would be an "acceptable" level of duplicates. Fair said that recent loads were showing about a 2% duplication rate. Some pointed out that the 2% duplication rate might not be indicative of the entire backlog.

Concerning the minutes from Mar. 8th, C. Gould suggested via email that the procedure for WLN processing be added to the routine maintenance list. The minutes of that meeting were accepted as distributed and have already been posted to the web.

G. Harris-- C. Gould is in Emeryville for training on how to make changes to the load profiles. Upon his return, he'll give everyone an update on the WLN processing. The new MERLIN computer will be installed on July 30th. It currently takes four tapes and 12 hours to run the backup. The new machine is the same model used to run the OhioLINK central site database of 14 million records.

Harris is making his annual assessment reviews with the MERLIN sites. So far he has scheduled: 6/23 at UMKC, 6/27 or 28 at UMR, and 6/30 at UMSL. He is looking at the current Service Level Agreement document and is considering any changes that should be made. Right now the criterion for an acceptable level of service is ill defined.

J. Jackson-- Jackson is in the process of bringing up the report function for Remedy under the Crystal Reports product. Statistics may be available.

Jackson is cleaning out old files of stray webpages that don't appear to be current but will retain them in case it becomes necessary to reload them later.

Zaidman asked how long it takes to put the standards up on the web since some were approved on Apr. 26th but didn't get posted to the web page until June 12th. Jackson replied that she doesn't always receive them the same day that they are approved. Fair encouraged Jackson to get them up ASAP. Amelung asked if she was "on call" to do work for other clusters too. Jackson replied that she was.

MARCIVE:

Jackson distributed the MARCIVE profile documents and highlighted the areas that were common to all sites. Sha asked if MERLIN would need a new load table. Jackson was unsure, but perhaps Gould could make changes to one of the existing tables. Sha asked if it would be possible to put changed records in a review file at first and then if all was correct to have them integrated into the same file with the new records subsequently. Jackson will ask and will also ask if MARCIVE indicates exactly what the change was.

Amelung asked if the 035 (used as the match point) remains on the changed records as well. The match point should be in the following order: 035, 001, and then title.

The "Annual periodical supplement" is current as of July 1999. Jackson will ask if MARCIVE supplies the most current version of the serial record from OCLC. Swindells stated that, if this is the case, then we'll want to load them and overlay the existing records.

Other aspects of the profile included:

- not to set up a separate subscription for all URL records
- topographical maps should be a local decision
- multiple local holdings codes are a local decision
- we will want item records created at two different points. 949s need to go on shipping list records for paper and microfiche. However, for titles which have 856s added to them when the "enhanced" record comes (p. 4 of profile), a generic MU 949 will need to be added at that point. Swindells and Sha will supply Jackson with this information.
- shipping list records should be loaded without a CATDATE. Full bibs. will overlay the shipping list records and set the CATDATE to the current date thereby triggering their inclusion in the WLN pulls.
- records for serials should be excluded from the shipping list service

There doesn't appear to be any place on the shipping list form to include 949 information. This information, however, should be included since that is the point at which items will be created for the most part.

On p. 6 of the profile, we do want MARCIVE to set the libraries' holdings in OCLC.

Jackson will ask about how one supplies the call numbers for the "series classed together" and if one can specify a Dewey number.

Answer from MARCIVE concerning the 035: The TEMP number stored in the 035 should never be removed from the record. This number will always be the MARCIVE match point. If it is no longer present, the system will insert the record as a duplicate.

McCarthy suggested that a listserv be set up, not only for the purpose of MARCIVE implementation, but also for ongoing discussion of MARCIVE questions. This purpose of this list would be to provide people working in government documents but who are not necessarily on another MERLIN list a forum in which to discuss current issues.

ACTION ITEM: Set up a "MARCIVE" list.

Jackson will send a line-by-line summary of the profiling documents stating which decisions will be consortial and which will be local. She asked that we have the profiles completed by Monday, June 26, 2000. The purchase order cannot be set up at MARCIVE until they receive the completed profile documents. Be sure to include the authorization signature.

MOBIUS Update:

Logsdon-- The URL for the MCDAC website is:
<http://sequoia.lso.missouri.edu/mobiusl/mcdac.htm>

Minutes from their meeting of June 9th will be posted shortly. Their discussion included:

- authority control. When will the other clusters' records be sent out. The response being ... As soon as MERLIN is sure that the process is operating correctly.
- the MOBIUS web page is being redesigned
- liaisons from interested parties may be appointed as non-voting members of the committee
- the question about the display of the 856 at the central site was tabled since III is working on an enhancement
- Advanced Keyword Searching is due to come up on MOBIUS in January 2001. They will work on the reindexing questions at their Sept. 2000 meeting
- They are discussing the "campus use only" feature. This is item status code "c". Only persons on that "campus" could borrow such items. Robin Kespohl suggested that at the central site, the name of the "campus" would appear rather than the enigmatic "Campus use only" legend.

Logsdon reminded everyone that Raleigh Muns is the MERLIN representative to MCDAC should we have any concerns that needed to be brought forward to that committee.

GUICat caution:

Fair transmitted a request from MASC. They are investigating the possibility that order and checkin records may be orphaned when one uses the transfer capability in GUICat. Everyone is asked to exercise extreme caution when making transfers that include attached checkin or order records from other accounting units.

ADDITION / DELETION OF LOCATIONS:

Amelung stated that we should add to Appendix E.2 that a new location should also be included in the site's circulation loan rule table, if appropriate. Such maintenance, while not crucial, should also be done should the location be withdrawn.

He also stated that some adjustment may need to be made to this standard when the AGENCY field is brought online.

ORDER DATA IN ITEMS:

McCarthy informed the committee that MASC was testing the ability to store brief order record data in item records. This would allow for ready access to such historic information instead of archiving the order record. Consequently, if staff begin seeing these fields on item records, they shouldn't be concerned. These fields are protected and cannot be deleted. They are most useful on monographs.

REINDEXING:

ACTION ITEM: Does the data base reindexing include the authority records? If so MQCC would like the 010 to be indexed in "z" and the 4XX and 5XX second indicator 9 [in the case of the 430 and 530 it would be first indicator 9] to be protected fields.

Muns had mentioned at MCDAC that MRSC is coming up with recommendations for the reindexing. Amelung will consult with him.

MOBIUS requested that we quit stripping the children's headings from MERLIN records. Although MERLIN does not index them, they would be indexed in the MOBIUS database.

ACTION ITEM: Change the load table to accept all 6XX fields.

ACTION ITEM: Consult with MRSC since all 6XX's are now being loaded, should some be suppressed (e.g., French, Portuguese)

ANSWERS FROM MARCIVE:

Jackson reported the following information from MARCIVE:

- * MARCIVE always matches on the 035 Temp number regardless of the type of bib. Record being subsequently loaded.

- * MARCIVE cannot do Dewey. The library provides the base LC call number.

- * Electronic locations will be recorded on the consortial profile sheet.

- * We still need to have the 655 genre headings added:

To all records: 655_7 \$aNational government records\$zUnited States.\$2aat

To records with 856's: 655_7 \$aElectronic government documents.\$2local/ers

[Agenda item 13. a-c was skipped since Gould's participation is necessary. Fair will post draft standards (13. d-f) to the MQCC list for comment.]

W. Sistrunk provided examples of the reorganization taking place in the dance music headings in LCSH. UMKC who has many of these headings on their bib. records will be going through to make the changes as time permits. She was also asked by K. Schweitzberger to remind everyone that if someone uses the suppress/delete code on authority records to remove all of the 4XX's and 5XX's since although the hdg. has been suppressed, the cross reference structure continues to function.

ACTION ITEM: Change the wording in Standard 7.1.5.1 from "published volumes" to "physical volumes".

Concerning Standard 3.1.1.3 Zaidman will revise the section to provide greater explanation on when records with different OCLC control numbers can or should not be merged.

With the new release of the III software there is an Automatic Authority Control feature. Fair asked that we look through the documentation on this product in preparation for a discussion at the next meeting.

The next MQCC meeting is scheduled for August 9th, 2000.