MERLIN QUALITY CONTROL COMMITTEE

Minutes of the meeting May 3, 1996

Members present: N. Stancel (UMKC-Law), T. James (UMR), G.
Ho (UMR), N. Fair (MU-Ellis), S. Coleman (MU-Ellis), R.
McBride (SLU-Pius), L. Hulbert (SLU-HSC), V. Sha (UMC-Law),
R. Amelung (SLU-Law), R. Rexroat (UMC-HSL), D. Owens (UMSL),
J. Huang (SLU-Pius), J. Jackson (LSO), V. Lee (LSO), E.
Grewe (UMSL), V. Inness (UMKC), D. Schmidt (LSO), K.
Schweitzberger (UMKC), R. Kespohl (UMC), A. Allen (UMC), J.
Addison (UMC-HSL), recorder.

1. Introduction of Alice Allen, new UMC Associate
Director, Technical Resource Systems and Services.

2. LSO ANNOUNCEMENTS, Dean Schmidt:
* Word re-indexing is now complete; look at U (TOC) index
for 505 & 511 in bib. record 1952088
* Scoping for authority records was not working, III turned
it on (takes at least 24 hrs. to run and is not stoppable);
this program de-blinds by location, e.g. if you don't have
Art, African (in the library) the reference from African Art
will not be displayed.
* Local authority records are not yet loaded, hope they will
be by end of May; there is no authority overlay.
* Campus scoping is not working because of errors in bib
locations created during loads; a program will synchronize
bib and item locations; LSO will run this program once a
week; will be OK before MERLIN comes live.
* All systems will be live at end of June.
* LSO requests comments re taking down system at midnight
May 28, instead of 1:00 p.m. Wed. May 29.
* LUMIN will be unavailable from May 29 until the following
week.
* No cataloging or maintenance activity on MERLIN May 20-29.
* OCLC cataloging with 949 does not need to stop during
cutover, but no OCLC direct transfer to MERLIN should be
done until cutover is complete.
* OCLC FTP loads will continue long as we need them. LSO is
to check with OCLC to see if we can load OCLC differently by
catalog center (some to do direct transfer and other to do
FTS).
* BNA: There are errors in bibliographic records from the
BNA machine review gap tape, some series headings were
changed to subjects. These will be corrected in the BNA
manual review tape in June. BNA Notification Service is
scheduled for quarterly updates, first one will be in June.
* zzzzz location errors in bibs: Do not create lists of
these, there will be lots of false drops; only a small no.
of items need clean up.
* Authority work: There will be clean-up to do for
authority work; BNA will not correct the MESH they mis-

corrected; BNA notification program can create duplicates;
system does not distinguish between name and subject files;
can BNA protect certain fields?; III has an updated
authority control program; BNA problem - if a heading is
overlaid, there is no way to tell what was overlaid;
reminder, we are suppressing authority records from public
display that have no x-refs.
* Robin: George said LSO is generating reports for clean-up,
when will they be distributed? Dean to check, doesn't know
of any lists.
* Errors from LUMIN are being cleaned up by LSO, e.g. bibs.
without items were loaded.
* Robin: In LUMIN/MERLIN transfer, LSO was asked to keep
bound/withs data for different campuses; D.S.: this has not
been done, the way to do this is to create a list using 945
|n (barcode no.)
* 945: The 945's are temporary, do not need to correct
during maintenance, the info. in 945 may be different from
the item itself; LSO has asked III to move the 945 to a
different field, because |n in circulation causes a message
to appear.

3. 590 PREFIXES, Kathleen: (see handout); change SLU to
SLU-Pius, and change SLU-HSL o SLU-HSCL; do we need a UM
System Archives 590 in addition to MU Archives? (Robin will
check, and Kathleen will review all cat. centers & 590s).
Robin: Should SHS cataloger be a member of MQCC? D.S. to
talk to George.

4. TEMPORARY BIB. RECORDS PROPOSAL, Kathleen: (see Creation
of Temporary Records in MERLIN handout). They can be MARC
format, or not; indexing of the call. no. presupposes MARC
format; MARC format will prompt for 100, 245, etc.; decision
made to require MARC; record should always have a title, but
title could be a subject, or equipment; can we agree on a
template for all campuses?; Robin: We need a default for
each library, will save inputting time; also for serial or
monograph type; D.S.: Could be also for material type;
Robin: Item type must be correct for circulation loan
period; Kathleen: Would also be used for Reserve items;
Rich: problem with number of templates?; Robin: We can have
up to 150; the inputter would get accustomed to asking for
e.g. no. 147; comments: Need to describe if a photocopy or
p. from a journal; different libraries need different fields
(e.g. personal copies); need a message field, e.g. 500;
(D.S.: this will all be part of circ. training); if all in
uppercase, publ. serv. staff will have questions;
suppression from public display when not in use will remain
in the policy but will go to publ. serv.; in MERLIN suppress
bib. = suppress item; but suppress item does not suppress
bib.; minimum fields will be in item record as well as bib.
record; review files must be run periodically, and on-the-
fly records removed; Rich questioned the need to delete
bib. records; D.S.: records stay in the system until someone

deletes them; deleting takes a long time, we will create
files of deletes & LSO will delete; under ca. 20 records we
would do; over ca. 20, LSO would do; system response slows
if you do deletes one at a time. Kathleen will send on our
recommendations to Publ. Serv., Circ. & Acq. Committees for
review.

LSO ANNOUNCEMENT, George Rickerson: Libraries using the
TN270 access to LUMIN from PC's must use the assigned
passwords; using LIBCICS in password will cause system
failure.

5. NAMING PATTERNS FOR OCLC BATCH FILES & CREATE LISTS
REVIEW FILES, Janet and Vianne: (see handout). Need to
identify creator of the file because files are used up fast
and we run may out of space and need to clean out a file. We
have at present 80 review files for UMC 4 campuses; (D.S. We
can buy more files if necessary; a file must be empty before
changing its size); Vianne & Janet created differentiating
codes for each inputting campus library department + date.
Info. will go to all groups needing using review files, e.g.
Circ.

6. WITHDRAWN FILES, Robin: (See handout) BCODE3 acts
differently in patron and staff searches. If a staff member
tries to add a copy in staff mode it won't be obvious the
bib record is suppressed. D.S.: Icode 2 of n (suppress) does
not work until Circ. module turned on. Robin: Should we
distinguish between withdrawn and lost, and have them both
suppressed?; this could affect other campuses using the same
record; no clear answers at present; LUMIN standard was last
Cat. Cent. to clear item record deleted bib. as well; hope
for a Lazarus file whence a record could be reintroduced;
also wants stats on withdrawns (e.g. large numbers, 7,000
since June 1995). D.S. BCODE:3 We want suppression turned
on for w (withdrawn). Robin: For statistical purposes, would
like to begin new withdrawn standard at beginning of fiscal
year. Auditors need record of what MU withdraws (state
money). Kathleen: Each campus do what they usually do until
July 1, and then have 4-campus standard in place.

7. 229 FIELD: 229 must be input in MERLIN record, cannot
be downloaded from OCLC. Problem: In journal/newspaper
index, single word search for e.g. Science, Brain, or Cell
brings up multiple hits. How does patron get to one-word
title? Trouble is qualifier in parenthesis, III removes all
punctuation for filing. 229 comes from algorithm hierarchy
of 222, or 130, or 240, or 245. Solution is to add the first
229 based on the algorithm and add a second 229 of single
word as requested.

8. GENERAL PROBLEMS:
* Rich: Record has more than 3,000 items, and he is blocked
from adding another. Solution is to copy the bib record and

move all items from one campus to that record; keep items
from each campus on the same bib record if possible; the
number of piece records possible is affected by the byte
size of the bib record plus items; there will be more than
one bib. record for an OCLC number.
*   Rich: impossible to back out once you are working on an
item. D.S.: Try the ESC key.
* Jane: 111 and 711 |n was not indexed, so we cannot search
for a numbered conference without limiting, or doing a word
search.
* D.S. All scoping will work when the loads are complete.
* Robin: Release 10 will have password improvements; not
sure when we will get Release 10;
* Vianne: How does 949 work if |z is blank instead of 050 or
060? Robin to try it out on the test records.

9. STANDARDS: Kathleen: Are we ready to work on standards?
We have some already, e.g. 229s and 590s; Vianne will
restructure the outline; D.S. LSO will maintain new
standards; they should reflect a shared environment.

10. SPELLCHECKING: Vianne has details on 2 versions; LSO
does not want to consider this at present.

11. TEST BIBLIOGRAPHIC RECORDS: Each cataloging center can
now create test bibliographic records, with a 245 of "test
record", to practice on. Do not create authority records.

12. AUTHORITY 6XX FIELDS: Notes in these fields are only
available to staff; the patron just sees the x-refs. Is this
what we want? If it is a local 040 |d, is it overlaid? Need
to review Acodes of authority records.

13. BNA TOC: These are coming in quarterly. BNA now has
120,000 titles, they are adding approx. 650 titles and
12,000 authors per week. In the original load, BNA added
37,000 TOCs to our bib records. We did not index TOC authors
in the author index because they were not in the authorized
form. This fall, BNA will put these in authority form in |r
and reissue them (free). Other libraries at IUG indicated
that they overlay just the TOC. Before the re-issue, the
Reference Committee should re-consider our decision not to
index the |r, giving consideration to the increase in
authority work it could cause.

14. ENHANCEMENTS/IUG: Kathleen: how do we grade and OK
enhancements?; D.S. will talk with George; UMC 4 campuses
count as a single vote, but we are not a member anyway until
we become operational; enhancements will be categorized and
go to the pertinent committee; can we have more than one
vote, we are so large?; enhancements are not prioritized and
III does not explain how they came up with them; many come
from Ohiolink which has a huge contract with III; III system
will not be redesigned, but Windows environment will be

superimposed.

15. BIB MAINTENANCE: Kathleen: we should do no bib.
maintenance until BNA manual review tapes are loaded; OCLC
FTP load should come before circ. transactions are loaded
into MERLIN.

NEXT MEETING: JUNE 19, 1996