

Merlin Quality Control Committee Meeting
Minutes, September 9, 1998

Present: Richard Amelung (SLU Law), Vianne Sha (MU), Anna Sylvester (UMKC), Kathleen Schweitzer (UMKC), Vivian Lee (LSO), Ellen Grewe (UMSL), David Owens (UMSL), Patrick McCarthy (SLU-Pius), Cindy Shearrer (MU-Law), Nancy Stancel (UMKC-Law), Anna Zaidman (SLU-Pius), Linda Hulbert (SLU-HSC), Gary Harris (LSO), Janet Jackson (LSO), Norma Fair (MU)

1. Minutes of the July 8, 1998 meeting were approved as submitted. Minutes of the August 19, 1998 joint meeting of MQCC and MRSC (MERLIN Reference Services Committee) were reviewed. Corrections: On p. 1, under Introductions (Judy), change Jeff to Geoff. On p. 5 (or p. 6, depending on the printout), change the statement attributed to Janet, from: If its a Columbia item its in all scopes, to: If its an electronic location its in all scopes.

2. LSO Update. Action item review. Guidelines for using BCODE 1 and 2 for limiting have not been completed. Kathleen, Laura, Robin, and Norma will revisit their previous discussions and make a proposal. III has completed changes to GUICat search menu and re-indexing for field 773. Gary has received the Linkbot software for the URL checker, but has not worked on it.

Janet reported that withdrawn item codes (y) have been mapped to reflect the appropriate bib location code, but are not scoped.

Scheduling of WLN/BNA extraction and loads. Vivian has sent all LC names to WLN for the authorities history file (200,173 headings in 5 files). Yet to be sent are subjects and local name files. Bibliographic records cannot be sent for authority control until all the history file has been processed. Once the authority files are done, the first bib records to be sent will be those that have already been to BNA for TOC processing. Finally, LSO will begin sending to WLN the bibs for both authority and TOC processing.

III Release 12 is available for installation: There are few changes for the cataloging module, but many for circulation. ACTION ITEM: Gary will ask coordinators to determine the best time to install Release 12.

3. Deleted bibs. & items. Janet McKinney is working to download from OCLC all the shared bib records that were inadvertently deleted from MERLIN. MERLIN should be searched before downloading from OCLC as there may be a SLU Law bib that had not been merged, or another library may have already downloaded a new copy of the deleted bib. Helpful hint from Richard: When searching OCLC, if you sign on with a union list authorization, you retrieve only bibs with your library holding symbol. Nancy will post a message to the MQCC list when all the shared bib records have been downloaded. For titles located at the UM Depository, June Dewese has offered to run a one-time program to identify. Check with Robin for details.

4. Large load/sets procedures and guidelines (See meeting handout). Vianne and Robin have begun drafting a standard for projects of loading

bibliographic records for collections. This will be section 10 of the standards and will include moving Appendix E Autographics to the section 10. Discussion ensued regarding the content of the standard. Section 10.1 should contain general guidelines for all proposed projects. Later sections will describe specific projects, such as the Autographics load. ACTION ITEM: Vianne and Robin will proceed with drafting the standard 10.

5. Electronic resources. The committee reviewed Viannes 98/9/3 draft of standard 8.2 Cataloging guidelines for electronic resources. It was decided to not include the URL in the 530 note. At a minimum the 530 note should include the statement: Issued also on the Internet. There was discussion as to whether the proposed wording was too restrictive. For monographs with related materials on the Internet, the 856 subfield z should include wording to indicate it is not an electronic version of the print material (such as . Related resource, or Access to related resource). Vianne will revise the draft, incorporating changes. The draft was approved with the agreement to add examples that Kathleen will draft and send to Vianne. The standard will be reviewed again in six months, after seeing how it works.

PSP titles. If a PSP (Print Subscribers Program) title is held by a single library, the holding library is responsible for cataloging. For the approximately 250 jointly held titles, the workload will be divided alphabetically by title among the 5 institutions, with UMR responsible for the fewest titles. For example, if the list is 10 pages, MU, UMKC, UMSL & SLU will each do 2 pages; UMR will do 1 page. (Recorder's note: This doesn't add up to 10). Dividing the list alphabetically will result in some Cataloging Centers working on titles to which they have no access, but they will add the e-location code for one holding library with a current subscription and the 856 subfield |z information for all institutions having a current subscription. ACTION ITEM: Vianne will get a list of "who subscribes to what" from George, incorporate it into a spreadsheet, and send copies to cataloging centers.

All libraries testing the OCLC ECO PSP direct access URLs have difficulties with the URLs with Internet Explorer 4. UMKC has no problem with direct access URLs using Internet Explorer 3. Netscape is working for these direct access URLs.

Issues regarding public access were discussed. ACTION ITEM: Richard will ask MRSC for decisions concerning PSP journals: 1) Which screen of e-journal to send patrons to; 2) Implement time out feature (how long?); 3) Once the search is completed, to which screen should patron be returned (referred)?

6. Initial articles in 229 fields. The filing indicator in the 229 for foreign language titles does not result in correct retrieval of titles. That is, the titles can be retrieved only by including the initial article in the search key. English titles with initial articles do retrieve correctly, but this may be because the articles are stop words rather than because of system observance of the filing indicator. Vianne prepared a chart of initial articles by language, indicating the number of titles affected by each (total 481). ACTION ITEM: LSO will ask III if 229 filing indicators can be turned on in MERLIN and MIRACL. In the event that 229

filing indicators cannot be turned on, the list of foreign initial articles was divided among the cataloging centers for correction. Correction will consist of deleting the initial article and changing the 2nd indicator to zero. If 229 filing indicators are turned on, it may introduce retrieval errors in English titles if the filing indicator is incorrect. This applies only to 229 fields generated for initial loads into MERLIN. 229 titles for current cataloging are entered without initial articles.

7. In-active checkins holding standard: bibliographic vs. physical vols. The MERLIN cataloging standard states that inactive checkins are needed only if a title has more than 5 bibliographic volumes. Recent MRSC minutes indicate they understood it to mean 5 physical volumes. The main complication occurs when 5 or fewer bibliographic volumes are bound into more than 5 physical volumes (e.g. 3 v. in 6), resulting in incomplete display of holdings in the character-based system. It was decided to retain the wording bibliographic volumes (i.e., as reflected in field 300). However, Standard 7.1.5.1 will be revised to provide for the exception that if a title is bound in more than 5 physical volumes, it is appropriate to add a checkin record and notify other holding libraries. Richard will draft the additional wording

Meeting adjourned.
Norma Fair, recorder

Next meeting: October 21, 1998.

NB: Review the WLN document, Table A, Content Designation Correction, for discussion at the next meeting.