

**SWAN Cluster Cataloging Committee minutes, August 14, 2001, 1 p.m.  
Drury University**

Present: Drew Beisswenger (SMSU), Gwen Gilpin (OTC), Linda Henderson (MSSC), Phyllis Holzenberg (Drury), Susan Huston (MSSC), Becky Kiel (Cottey College), Marilyn McCroskey (SMSU), Wendy McGrane (MSSC), Coleen Rose (SBU), Rose Scarlet (SMSU-WP), Barbara Schade (Crowder), Michelle Turvey (SMSU).

**MCDAC (MOBIUS Catalog Design Advisory Committee) Meeting Highlights**

BNA 520 enrichment: Reviewed prior decision in light of new information that clusters may request that existing 520s be retained. Other clusters have chosen to go with enrichment. SWAN cluster decided we still do not want to add this feature.

Authority control at INN-Reach level: III has proposed a yearly load of authority records from the largest cluster (MERLIN). No maintenance would be performed on the authority records at the INN-Reach level. This is still open for discussion—all MOBIUS clusters would have to agree. SWAN catalogers were in favor of the proposal.

Michelle discussed the new 856 display options at the INN-Reach level. The new options for 856 display are as follows:

1. Display 856 in bibliographic record only
2. Display 856 in bibliographic record and 856 in holdings
3. Display 856 in holdings only

If option 2 or 3 is chosen, 856 |z (public note) could once again be turned back on to display cluster specific information. Michelle will find specific examples for the next SWAN meeting.

**Updates**

Wording for messages appearing in the 856 field was discussed at the SWAN Coordinators' meeting. Coordinators have approved the wording of the notes in the 856 field in SWAN. Michelle will contact David Adams to obtain the final document.

Questions were raised concerning 856 link maintenance. Wendy will check with MCO about software, such as LinkBot, to check URLs for broken links.

Coordinators have officially decided to have the public note display in the item record turned on.

It was confirmed that automatic authority processing has been turned on for SWAN. Also, the copy command in item records in GUICat is now working.

MSSC: Will continue to analyze individual volumes of Reference sets. They are also still having problems with printing circulation notices.

Crowder: MCO has assigned a new part-time employee the task of merging Crowder's MARC records that have no OCLC number. Also, MCO is loading Crowder's LDRs for serial records this week. For current subscriptions, there will be duplicate holdings statements in the OPAC until Crowder does cleanup work on these.

SBU: Coleen mentioned a bug in Millennium Serials—there are sometimes 'garbage' characters in the public display in SWAN. There is an open call on the problem.

OTC: Gwen asked about OCLC migration from Passport to the new interface. Rose will forward the message from MLNC with an article and link to the OCLC website with information regarding the migration.

**Authority Error Reports**

Drury took the list of no match at any level (n001) errors and will provide feedback at next meeting on how they go. Gwen took the deleted authority record errors. The remaining error reports were divided among the libraries.

For Deleted records, Significant change, and Replacement records error reports, the general procedure for this batch would be: 1) Export correct record from OCLC and code to upload to the vendor's file 2) Code old authority record for deletion 3) Check bibliographic record(s) to make sure correct form is used.

It was agreed that work would be done on the most recent error reports first and then go back to error reports from the initial load as time permits.

### **Authority Processing**

The issue of whether or not SWAN should have authority records for all headings was discussed. At this time, the consensus is yes. If authority records were not provided for all access points, how we would decide what needed authority work and what did not? Michelle will check the MERLIN documentation to see how they are handling the issue.

- Authority work at SMSU is done on the back end, after WLN authority processing, working from the error reports, except for original cataloging.
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- Karen Letarte and Michelle Turvey's authority work guide created for SMSU can be used when working on error reports and when creating local authority records. It will be put on the SWAN Cataloging Committee Web page and can be updated as needed.
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- Michelle will look for MERLIN documentation for local authority record processing.
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- **Cataloging Issues**
- Remaining duplicate/triplicate records: Slow going for most. Approximately 600 or so records remain in the review file.
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- MARC field 229: Need to create a list to see how many serials records do not have a 229 field (artificial MARC field used in III to index journal titles) but should by definition. Wendy will check on how to formulate a create list search to find these records.
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- Call number index errors: Will wait for Millennium Cataloging that allows for the replacement of MARC tags.
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- SCAT table: Victoria has input the SCAT table. Everyone should look at it and send comments to Victoria. The second SCAT table for SuDocs has not been input.
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- Advanced Keyword Searching: Has been installed for INN-Reach—will be installed for SWAN Aug. 31.
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- Millennium Cataloging should be available this fall. Coordinators decided not to receive training for Millennium Acquisitions because the layout and functionality is similar to MilCirc. The SWAN Cataloging Committee would like training for Millennium Cataloging. It was suggested the committee request additional Create List training at the same time.
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- **Next meeting**
- The date for the next SWAN Cataloging Committee meeting is September 25, 2001, 1 p.m. at MSSC in Joplin.
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- Adjourned 2:55 p.m.
- Submitted by Rose Scarlet
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