

SWAN Catalogers Meeting
9/15/06

Attending:

Phyllis Holzenberg (Drury)
Marilyn McCroskey (MSU)
Coleen Rose (SBU)
Raegan Wiechert (MSU)
Lisa McEowen-LeVangie (MSU)

Donna Campbell (MSU)
Rose Scarlet (MSU-WP)
Mary Largent (Crowder)
Linda Henderson (MSSU)
Gwen Gilpin (OTC)

- Authorities: It was mentioned that there are headings in the SWAN catalog which do not have authority records, but *should* have them. They should have been caught in earlier loads. Consensus is that it would cost too much to go back and do a full sweep of the catalog to create authority records. It would require grant funding.
- Authorities: Also, we were reminded to be sure to code the *acode2* correctly for newly downloaded authority records so they would be picked up by the vendor for our history file.
- Authorities: There are some problems with Authority Reports containing ‘errors’ that are not really errors. Problems with the software searching non-controlled fields and prompting for changes. Marilyn will follow up with Christopher (Gould?) at MCO to have Backstage tweak our profile to keep this from happening.
- Merging records: Discussed the records with “OCLC Dedupe.” Agreed that we could merge records that were obviously for the same item. It is also safe to move 590 information into a note field (*|n*) in the item record for the owning library.
- Discussed records with 856 fields for Table of Contents. Those should be removed at time of cataloging if there is already a Contents note. 856 fields for links to freely accessible online versions of the same item can be kept.
- Diacritics: Sometimes the ASCII text for a diacritic [###] still show up instead of the diacritic itself. This can be replaced with the diacritic by using the drop-down file menu.
- Coleen asked for the III “Known Issues” list to be made available. It is no longer accessible on the CSDirect site.
- Donna brought handouts and discussed how to interpret series authority records. She also discussed cataloging of Scores, and brought examples. She explained the difference between Publisher number and Plate number. Will have a synopsis posted on the MCO website.
- MCDAC: Phyllis and Gwen talked about the MCDAC meeting. MCDAC may begin using Centra for conducting some of their meetings in the future. Phyllis mentioned that we should be thinking about who might want to be the MCDAC representative when her time on the committee ends.
- We were reminded that suppressing periodical item records in the central catalog helps to keep the records looking better.
- Phyllis emailed information on when and where the next meeting will be held. (Missouri Southern, 10:00 a.m., Dec. 1—Coordinators meet at 1:00 p.m. with Beth Fisher)