

BRIDGES CATALOGING COMMITTEE

April 11, 2007

Minutes

The Bridges Cataloging Committee met April 11, 2007 at 1:00 p.m. at Harris-Stowe State University Library. Committee Chair Denise Pakala presided.

ATTENDEES

Mary Ann Mercante, Maryville University Library
Kathy Nystrom, Eden-Webster Library
Linda Orzel, Harris-Stowe State University
Marty Knorr, Harris-Stowe State University
Wendy Schlegel, Eden-Webster Library
Brady Shuman, Covenant Theological Seminary
Joel Shedlofsky, Logan College of Chiropractic
Denise Pakala, Covenant Theological Seminary
Elaine Trost, Missouri Baptist University
Julie Portman, Fontbonne University
Catherine Lucy, Fontbonne University

INSTITUTIONAL NEWS

Covenant: A new building that will house the University administration and classrooms is going up. This will free space in the Library. Covenant is in the throes of ATS (Association of Theological Schools) accreditation. The ATS visit will occur in October. Covenant is still a non-supplier for OCLC ILL as their ILL assistant is still extremely ill.

Logan: Logan's new building is nearly completed and is scheduled to open in two weeks. Graduation will be held in the building. It will be the first time graduation can take place on their campus. All Senior Research Project bibs are now displaying only in Bridges. They will no longer display in the central catalog. People were not reading the records correctly to note that they were online; Logan was receiving too many MOBIUS requests to borrow them.

Webster: Nothing to report.

Harris-Stowe: Marty is retiring as of June 30, 2007, after 38 years at Harris-Stowe. Linda reported that Julie found a Harris-Stowe bib record with all kinds of slashes in the call number field. Many other Harris-Stowe records have this problem. The records are from the days when Harris-Stowe used the Library Corporation's Bibliofile product. After an upgrade, there was an approximately 6 month period when slashes had to be put in call #s in order to get line breaks on labels. If we find records with slashes in the call # field we can remove the slashes.

Maryville: Renovation of the Library first floor will begin on May 7th. Maryville has been a 17 percent federal depository, but is going to electronic depository status. The current print Gov Docs collection is being moved into the Circulating Collection, Reference Collection, listed for exchange with other depository libraries, or being discarded, as appropriate. The documents shelving will be removed. The current Reference Collection has been streamlined and 2,783 volumes have been moved into the Circulating Collection. This has required a re-shifting of the Circulating Collection. The Reference Index Table Collection is being integrated into the main Reference Collection. A new information commons area will be placed where the current Reference shelving is located and the lobby of the Library will become a lounge area.

Fontbonne: Jane Theissen is doing a presentation at IUG. Catherine is finishing a project to reclassify their DVDs and videos from Dewey to LC.

Missouri Baptist: Missouri Baptist is beginning a Library renovation May 1. Their holdings will not be available to other libraries during May, June, or July. They still will be borrowing for their own students. Nitsa Hindele is retiring. She wants to leave at the end of April, but the Administration is trying to talk her into staying through the renovation.

ATTENDEES AT IUG

Jane Theissen, Kathy Nystrom, Joel Shedlofsky, Julie Portman, and Denise Pakala are attending IUG from Bridges.

MCDAC REPORT

Agency Software: The grant request for Agency software has been verbally approved. Written approval will follow soon. The Agency software will allow patrons to choose libraries directly without first having to select a cluster.

Authority Control: It is time to re-bid the contract for Authority Control. A task force of MCDAC and MCO is working on the RFP. Task Force Members are: Kathleen Schweitzberger (UMKC), Andrew McGarrell (Missouri Western State University), Stephen Wynn (Truman State University), Jim Dutton (MCO) and Adrienne Detwiler (MCO). The document is almost ready to be released. In discussion on the MCDAC ListServ as to what reports to keep, a lot of people want to keep the “no-match” report so it will be part of the RFP. There was no response on the MCDAC ListServ to the question of keeping series headings listed on separately on the quarterly headings reports from the name/uniform titles.

Dutch Subject Headings: Jim Dutton confirmed that III cannot suppress subject headings based on subfield 2; subject headings can be suppressed only on indicators, so that is not a solution to the problem of the weird Dutch headings that are numbers. After reviewing the current MOBIUS Subject Cataloging policy that “all properly formatted” subject headings are to be retained in the Union Catalog, MCDAC decided that the Dutch

headings did not meet the requirement of being properly formatted and could, therefore, be deleted.

Language Limits: Since it is not possible to have a two tier language limit with an initial set of 5 languages and an “Other” button to get a longer list of all languages, MCDAC decided to include in its language limits all languages with more than 200 records in the central catalog. The list will contain 40 plus languages. The languages will be listed in alphabetical order with the exception that English will be listed first. (The current list is organized by what was felt to be the most common languages)

There are a very large number of bad language codes in many cluster catalogs. Many clusters are not as fortunate as we are in having Wendy monitor the code lists and make changes for us.

EndNote Settings. Work is being done to increasing the export settings when this format is used (similar to what MERLIN has). MCO is now testing this on the central catalog test database.

State Library Digital Archives To see an example, search the 'Missouri Sunshine Law' in Arthur. Any cluster can load the State Library's records for the digital archives into the cluster catalog. MCO, however, is too busy to take on loading these into individual cluster catalogs. The State Library will send the OCLC record #s to the MOBIUS list for libraries that want to download them from OCLC, or they can be Z39.50'd from Arthur. Once the State Library begins distributing these OCLC numbers, we will discuss the best way to do this for Bridges so that we are coordinated and don't have multiple people starting to do this.

III ENHANCEMENTS

Denise reminded the committee that enhancement ballots were due May 4th. She also reminded us of the MOBIUS Enhancements Discussion List. More than one person from an institution can be on the list.

Wendy had submitted an enhancement request which didn't show up. Denise reported that in each module (Cataloguing, Serials, etc.), there is a maximum number of items on the ballot. There is a method whereby the IUG winnows the list to get the final ballot.

NON-ENGLISH SUBJECT HEADINGS

At the last meeting, the Committee decided to get feedback from our reference staffs and report back about whether there were any problems with removing foreign language subject headings from our subject heading index. No one reported any problems, so these will be removed (based on 2nd indicator) from indexes for the Bridges cluster catalogs and the individual scopes.

WebPACPro

Denise generally likes WebPACPro, but showed a problem Covenant is having. Some of their lines between records have disappeared in search results displays. It is the bottom line that has disappeared from their item box in the search results list. She suggested we check this.

Denise showed Spell Checker in WebPACPro on the Bridges Test catalog. Denise tested how many words she could get the suggestion boxes for but stopped when she reached 15.

It is not clear what triggers spell-check. It will spell check and suggest alternatives at times when it has come up with a hit or hits for what you typed. It won't make suggestions if it doesn't have a near-match in its dictionary. The question was asked if we could add words to its dictionary. Denise will check.

Bridges.missouri.edu:2082/ is the URL for the Bridges test server. 2082/ is the ending for all MOBIUS test servers.

The MORE and semicolon in the first screen when the spell checker comes up with suggestions appears confusing. It was suggested that maybe we should just skip this screen and go to the second screen immediately. The Bridges WebOPAC Redesign Committee which stopped its work while waiting for WebPACPro, is looking into this.

OPAC WORDING ON TITLE AND SERIES TITLE

Joel pointed out that the wording on the main search screen of the Bridges catalog for Title and for Series Title seems to suggest a keyword search rather than an exact title search. Currently the instructions for Title: say: "search for a word or words in a title ..." and the instructions for the Series Title say: "search for a word or words in a series title..."

The Committee recommends changing this to:

Title: "Search for a title"

Series: "Search for a series title"

Denise will pass the Committee recommendation to the Site Coordinators.

It was suggested that individual libraries that use only one type of subject heading, such as Library of Congress subject headings, might want to remove the source designation from the index name, and just call it Subjects in their individual PACs.

MATERIAL TYPES AND ITYPES

Limits in Keyword Searching come from the 008 field and the MAT TYPE (BCODE2).

The "Book, Serial, Other" limits come from the 008. The limits in the drop-down box come from the MAT TYPE code.

Fontbonne has requested changes in the MAT TYPE codes in order to be able to limit a search to their digitized slides.

The MAT TYPE code is tied to the MARC format and to the Leader. To add any new codes requires our using a value that isn't currently used in the MARC format. This is risky, because in the future, if new codes are needed in the MARC format, a code we pick could be assigned a different meaning in the MARC format.

In Bridges, we have already made two deviations from the MARC format. We slightly renamed code M as Electronic Resource and we assigned a value to an unused code (2 for Electronic Books, hoping that the number values would be least likely to be used by MARC). There is a hesitancy to deviate again from the MARC format unless there is no other way to accomplish something needed.

Denise suggested that Fontbonne might consider setting up a location code for the digitized slides and limit in that manner. Julie agreed that would be a way to get the limit Fontbonne wants.

Discussion turned to the 007 limits that the Cataloguing Committee had requested previously. Because III cannot combine MAT TYP values and values from the 007 in the same drop-down limit box, we had requested a two box setup, similar to what Washington University has. The 007 limits were never implemented because doing so required the use of Style Sheets and MCO was not able to work with Style Sheets. Our request then got tied into the WebPac Redesign work in Bridges. Mary Ann will ask Melissa about the status of the 007 request. [Note: The Bridges WebOPAC Redesign Committee is working on this].

SCOTTISH LITERATURE HEADINGS

Denise brought up the recent discussion on the AUTOCAT listserv about Scottish subject headings. LC has done away with Scottish Literature as a heading and now only uses English literature--Scottish Authors; likewise they are using English fiction--Scottish authors. This has created quite a controversy, since it seems to have been done without much thought. It is a worrisome trend. LC does not create cross-references from the old heading.

Richard Amelung from St. Louis University Law Library is on the LC task force looking at the future of bibliographic control at LC. It was suggested that we might invite him to talk to a future Bridges Cataloguing Committee meeting.

MILCAT GMD IN INDEX BROWSE

Kathy asked Committee members if the GMD formerly showed on a search results list consisting of listing of single titles in MilCat? Kathy thinks that it did, but no longer does. She wondered if Release 2006 changed the display. No one could remember with any certainty if the GMD did appear previously, though the MOBIUS manual seems to show it displaying.

LANGUAGE LIMIT IN CENTRAL CATALOG & BRIDGES CATALOG

The current Bridges language limit consists of: English, Chinese, Dutch, French, German, Greek, Hebrew, Hungarian, Italian, Japanese, Korean, Latin, Polish, Portuguese, Russian, and Spanish. Since the Central catalog is changing its limits, should we change any of ours?

Webster suggested that Arabic and Thai would be helpful for their library. Denise suggested that those libraries wanting additional languages make their suggestions to the Bridges Cataloguers List.

The Committee discussed how the language limit works. It appears to work off the 041 tag, falling back to the Fixed Field Lang code if there is no 041. Using the 041 causes a limit to pull up not only items in a language, but also items translated from the language.

DEMONSTRATION BY JOEL SHEDLOFSKY

Joel demonstrated how he uses Create List review files with Excel and with Word's Mail Merge function to create Table of Contents pages for Logan's Senior Research Papers.

Background

Logan students work on a Senior Research Project and turn in a Senior Research paper to their faculty advisor. The paper is then sent to the Research Department and finally to the Library. The Library receives these papers on a trimester basis (April, Aug. and Dec.) as one big stack in alphabetical order by student surname. If students worked as a group, turning in only 1 paper, the name closest to beginning of the alphabet is the sort factor. In Dec. 2006, the Library received 47 papers (the largest number the Library received at one time was 94 papers).

The stack of papers is divided into smaller stacks in order to divide the papers into multiple volumes for binding (several papers to a volume). Papers range from 10 pages to 50 pages. Joel numbers the papers sequentially. In a 501 tag on the bib record for each paper, he puts the number of the paper, the class month and year plus the volume # and the numbers of the papers included in that volume. The 088 field is used to enter the report # (a purely arbitrary # made up of the year, mo. and the paper #) The 088 is used for sorting purposes).

Demonstration

Joel demonstrated how the Table of Contents pages are created using Excel and Word, following the detailed steps in the handout he distributed..

In response to a question about usage, Joel said that the papers are used by Logan students. Some are really good papers; some are not so good.

WEEDING/USAGE

The Committee spent a few minutes discussing usage/weeding in academic libraries and how usage measures differently than in public libraries. Julie had heard a figure that the average circulation over all books for academic library books is 1 circulation every 80 years. It was also stated that the 80-20 rule also applies to usage of academic library books. It has also been found that if you weed, circulation tends to increase. If you weed stuff that is not used much, you can give the Library collection a newer look, but you have to weigh the intrinsic value of some unused material.

NEXT MEETING DATE

The next meeting will be held July 18th, 2007 at Harris-Stowe, at 1:00 p.m.