

Minutes from the SWAN Cataloging Committee Meeting

September 25, 2001, MSSC

Those attending: Michelle Turvey, Marilyn McCroskey, Penny Richeson, Coleen Rose, Linda Henderson, Patti Beard, Wendy McGrane, Phyllis Holzenberg, Barbara Schade, Becky Kiel, Susan Huston, Gwen Gilpin.

1. The SMSU Cataloging Dept. is having problems with the creation of new checkins in Millennium Serials and wondered if others were experiencing problems. None were. OTC is having problems printing claims on serials.
2. The Merlin standard on the creation of local authority records was circulated. The document may be found under 5.0 Authority Records at http://sequoia.lso.missouri.edu/lso/standard/mqcc_standards.htm.
3. Wording of notes in the 856
Wendy will check with David for a copy of the document approved by the Coordinators and will pass it on to the Cataloging Committee. Copies were made of the present draft.
4. Michelle shared handouts created for SMSU on three types of error reports (OCLC Significant Change Report (LC Name), OCLC Deleted Records Report (LC Name), OCLC Replacement Records (LC Name)) and how to correct them.
5. Automatic Authority Control Processing will be turned on as per SWAN request after program has been determined to be functioning properly.
6. WLN Error Reports
MSSC & SMSU took reports to work on.
7. Status of triplicate and quadruplicate review file
SMSU has merged all remaining serials in the review file leaving only a handful of remaining monographs.
8. Marcive records
Phyllis and Tammy (SMSU) are working on merging duplicates resulting from the Marcive load.
9. Z39.50
No one is currently using Z39.50 to capture bibliographic records.
10. The question was raised whether one should use the 050 or the 090 tag for LC call number in the bibliographic record. 090 is locally defined by OCLC and does not exist in MARC21. The consensus was either is acceptable in the bibliographic record.
11. No more information was available on the status of the second SuDocs scat table.
12. Linda raised the issue of the creation of local authority records for a special collection. It was suggested she check the OCLC authority file for examples of authority records for large, well-known special collections.
13. Problems with initial articles being left in on-the-fly records were noted. It was requested that these either be coded correctly or initial articles be omitted from on-the-fly records.
14. Wendy will ask MCO about training on Millennium Cataloging, Millennium Acquisitions, and Create lists.
15. Next meeting is December 4, 2001 at SMSU at 1:00 p.m.

Submitted by Gwen Gilpin