CATALOGING STANDARDS COMMITTEE MEETING
summary of meeting of Sept. 25, 1992

Participants: Sharon Quinn Fitzgerald (Chair, UM), Gretchen Brissette (UMPI), Joanne Brooks (BPL), Kelly Conner (UMFK), Jane Edwards (LEG), Sam Garwood (UM), Diane Hanscom (UMM), Albert Howard (USM), Sharon Johnson (UMFK), Judy Leighton (BPL), Marilyn Lutz (Systems), Priscilla Rancourt (UMA), Susan Robertson (UM), Judy Steere (UMF), Lynn Wilcox (UMLAW)

Absent: Mary Saunders (MSL), Suzanne Knowlton (USM)

Meeting held in Bangor, from 10 AM to 2:30 PM

1)Business: Following discussion re: Committee chair should be rotated among campuses, Sam Garwood (UMO) elected Chair as campus representatives who had not yet served declined invitations to chair. Priscilla Rancourt (UMA) is secretary. Bangor Public Library representatives introduced and welcomed. Section of Release 8 pertinant to cataloging distributed to Committee. Directors were mailed copies of Preliminary INNOPAC RELEASE 8 ENHANCEMENTS sometime in June. Orono requested volunteers to help with duplicate record clean-up. Gretchen Brissette (UMPI) volunteered. Request that Create List demo be on agenda of next meeting. by Marilyn Lutz

2)System update: Operating System will be upgraded Sept. 28 and 29. Staff machine will be shut down at noon on Sept. 28. Public Access will be shut down at noon on Sept. 29. Connect to? option in PAC now has a choice of CONNECT TO OTHER LIBRARY CATALOGS. Choosing this option takes you to another machine with Sonoma software which allows access to other library catalogs outside the system. Maneuvering in and out of these catalogs is dependent on the Library system to which you are connected. System is waiting to receive new disk drives Monday. IAC will be loaded Weds and Thurs, continue with ERIC load through October. Expect to load Release 8 in February, followed by VACQ/PAC merge. MULS will probably be released next week and should include a link between EAI and the University of Maine holdings and Colby, Bates and Bowdoin. Systems has begun work creating an image database. Project will start with archival materials, some from the Northeast Folklore Center and Fogler Special Collections. Patron profile almost completely updated. Circ-on-Fly records and VACQ "z" records purge almost complete. Discussion ensued whether terminals will need to be upgraded from VT100 to take advantage of Release 8. Marilyn Lutz will look into terminals that need to be upgraded and the cost.

3)Library updates: Maine State Library is performing ongoing cataloging, loading cataloging for state codes, some reclassification, cataloging state documents and barcoding documents. UMaine Fort Kent is reclassing from Dewey to LC and loading Maine State Gov Docs utilizing records from Maine State Library, have been using BIBFILER to generate new materials list. UMaine Orono has some retrospective projects, barcoding Gov Docs, MULS project, adding holdings for Maine State Library Documents, cleaning up some MAT TYP error in Marchive load, have created new subcategory for Gov Doc on fiche called ORO DOC FICHE, and continue cataloging of Canadian documents. Retrospective conversion is 97% complete. Rare Books, some special collections materials, some dead serials, and some thousands of LC & Dewey recons, analytics for microform sets still to do. USM completing additons of score collection, authority work goes more smoothly since PRISM, quality of LC is not reliable. UMaine Machias has moved its card catalog out of the library, Vertical file items added to Ursus, Maine State

documents being added to Ursus. UMaine Presque Isle moved Tech. Services and experienced OCLC and Ursus downtime. Loading Gov Docs. Reported that PI does not show on Browse screen for items held by too many libraries. Is there is a set order to the Library code display? UMaine Augusta completed inventory. UMaine Farmington has re-structured staff, loading mostly serials. UMaine Law has new addition. Move require location changes in Ursus, retrospectively cataloging Canadian, British, Federal and State primary law materials, has been and will continue to load full MARC records for periodicals, discontinued shelflists and using Ursus for shelflisting, using LIB HAS field for cancelled multivolume orders. Bangor Public Library loaded its MARC tapes into Ursus, card production requiring double entry of catalog record into OCLC, terminals are fully utilized at all times. MSL has reported using a circulation records with a return date of DEC 1993 for items that are on hold and not available to the public.

4)Law Library concerns: UMLAW described past use of keyed in records for check-in materials and reminded catalogers to please not overlay these records.

5)Status of request for Subscription Service for Authority File: Discussion on out-datedness of authority file which was last loaded in 1988. III is developing an authority service. Marilyn Lutz will draft a memo to Directors outlining the importance of this service with the recommendation that a subscription service from III or elsewhere be implemented in the next couple of years.

6)MULS: Muls is behind schedule. Database has 20,000 bib records with approximately 48,000 holdings records. Database includes all of UMaine, Colby, Bates, Bowdoin and the majority of libraries outside the Ursus system. About 600 or so have to be keyed in or downloaded from OCLC and some new titles have to be added etc. Tentative plans for fine tuning, updating and maintaining MULS are: send a printout to each library with holdings in the MARC standard holdings format as supplied by III and have them reviewed and corrected, addition and editing of bib records will be centralized at Orono. Larger Libraries Group and Maine State Libraries are funding an OCLC interface for this purpose. Holdings will be maintained by each holding library. Expect MULS to be available in Public Access in the next couple of weeks.

7)Miscellaneous: request for clarification on use of 590 field.

DECISIONS

1)Send back unpurged records to Sam to purge.

2)Introduce Subscription Service to Authority File to directors.

3)Marilyn Lutz will investigate need to upgrade Ursus terminals for Release 8.

4)Next meeting of Committee on Dec. 4. Agenda will include Create Lists training and clarification of use of 590.