UMS CATALOGING STANDARDS COMMITTEE
FRIDAY, SEPTEMBER 28, 2001
FOGLER LIBRARY, ORONO
MINUTES

Present: Susan Robertson (ORO), Gretchen Brissette (PI), Judie Leighton (BPL), Lanny Lumbart (USM), Lynn Wilcox (LAW), Sheila Bearor (LLR), Judy Steere (FAR), Gabriella Howard (AUG), Marilyn Lutz (SYS), Peggi Loveless (AUG)

Absent: Ann Chamberland (FK), Susan Elliot (MAC), Representative from Maine State Library, Sharon Fitzgerald (ORO)

Minutes from the previous meeting were distributed via e-mail by Gretchen Brissette prior to this meeting. There were no changes to these minutes.

1. Indexes and Databases – Marilyn demonstrated the new structure of the online form to enter new indexes and to maintain information about existing ones. All fields are hyperlinked to provide Help topics. Once a record is created in the Indexes and Databases database, creating institution should contact Marilyn for the URL.
   There was major discussion regarding remote access and the need to determine from vendors if remote access is available and how they handle authentication issues. There is the option of setting up direct access first and then working out the remote access. Marilyn also asked that we troubleshoot authentication problems with patrons before contacting her.
2. MilAcquisitions – A few problems were reported from the locations who have tried MilAcq. Maine State Library has had the experience of not being able to view their own records. A problem with log-ins is suspected. Training will probably be at the State Library in Augusta on October 26th. Limited space but Marilyn will furnish details at a later date. She will also send notes on problems to the trainer from Innovative for discussion on that day.
3. LC Classification schedules online project (Fort Kent) – tabled until next meeting as no one from Fort Kent was in attendance.
4. Linking option for additional MARC fields – OCLC technical bulletin no. 244 (Sharon) – also tabled after a brief discussion as Sharon was not able to attend. We will discuss policy recommendations at the next meeting.
5. Authority clean-up status - the Authority file load is on hold until Marilyn has an assistant. There was discussion that this process may create duplicate records, one that has no holdings attached.
6. Other – A) GuiCat software needs to be updated to utilize image linking capabilities. (Handouts) Marilyn showed an example of how Fogler has used this feature to link image files of book covers of some special collections materials to item records.
   B) The System Librarian position description is being rewritten to be readvertised. Marilyn currently has a student assistant.
   C) Millennium Cataloging has not been installed yet – we are still in the queue.
   D) A new feature in URSUS is being able to search by place of publication. This would be especially useful in earlier publications.

E) A reminder to delete existing locations if you are using and unsuppressing an old bib record. Also, don't attach items to suppressed recordsunless you unsuppress and correct the branch (03) field.

F) Election of Chair – Congratulations to Gretchen Brissette (PI) who is our new chair.

7. Next Meeting – January 25, 2002

Respectfully submitted,

Peggi Loveless (secretary for the day)