

**UMS CATALOGING STANDARDS COMMITTEE  
FRIDAY, FEBRUARY 22, 2002  
AUBURN HALL, BANGOR  
MINUTES**

Present: Mary Saunders (MSL), Lynn Wilcox (LAW), Susan Roberts (UM), Lanny Lumbert (USM), Judy Steere (UMF), Gretchen Brissette (UMPI), Matthew King (SYS), Peggi Loveless (UMA), Anne Chamberland (UMFK), Leslie Kelly (UMFK)

Absent: Sharon Fitzgerald (UM), Susan Elliot (MAC), Marilyn Lutz (SYS), Judie Leighton (BPL)

Anne Chamberland and Leslie Kelly attended via compressed video from Fort Kent.

1. Minutes- The minutes of the last meeting were accepted without objection.
2. Millennium Cataloging- Matthew distributed the logins and passwords for the Millennium Cataloging subsystem. Mary inquired whether there would be training for MilCat. Matthew replied that none had yet been scheduled, but that training might follow after we had used the subsystem for a while. We need to look at it before we can ask meaningful questions. The group expressed the expectation that MilCat will have all the functionality of the ascii version. Matthew commented that MilCat does have new updating capabilities. Judy commented that she had experimented with it and that it seemed the same as GuiCat. She wondered whether we still needed to use the templates. Matthew replied that MilCat had integrated GuiCat into millennium, and he would check to see if templates were still needed. Susan asked if we could still use the ascii version. The consensus seemed to be that we could for now, but that ascii definitely would be discontinued at some point in the future and we should become familiar with MilCat before that happens. A discussion of the use of GuiCat and templates followed. The question was raised as to whether Marilyn could create permanent templates for us to use.
3. Authority Records- Matthew distributed a report on the status of the authority clean up. At this point the initial work on the URSUS database has been completed and reloaded. The bib gap tape had been loaded and the authority gap tape will be loaded shortly. Matthew's report also included a schedule for ongoing maintenance. In response to concerns about changes to bib records when the tapes are overlaid, Matthew stated that there were fields that could be protected from being overlaid. Matthew also

said that he could email a list of the bib record numbers in subsequent gap tapes, so we could be aware of which records might be affected. Susan had some concerns about the change reports that she had seen, but said she would study them more carefully and consult with the other authority committee members before raising any issues with the rest of us. III has said to ignore duplicate authority records in the database while the load is taking place; it's an indexing problem that will be addressed. Because the whole database is not updated when the new gap tapes are loaded, the Committee needs to look at our current procedures and determine what if any changes will need to be implemented in order to make corrections to the database. Bib records that have been updated will have delimiter d WaOLN in the 040 field.

4. Profile Update- A request has been submitted to add new item, material and form codes for such new media as dvd's, MP3 files, WAVE files, digital photos, etc. It was the consensus of the Committee that new codes need to be added as these new media are added to library collections. Gretchen will request the new codes, and will ask Marilyn if there is a limit to the number of codes we can have. If she has concerns about adding additional codes, Gretchen will also express the Committee's concern that we need these tools to do our jobs. Two other issues were raised during this discussion. One concerned the use of one bib record for all formats. Most of the libraries are using one bib only for book/microform/cd-rom where the content is identical; other formats are cataloged separately. There was discussion of this issue but no change of policy was decided upon. The second issue concerned the media type being displayed in the public display of the OPAC. Some members expressed a preference for the location being displayed rather than the medium.

5. Linking Option- This agenda item concerns OCLC TB 244. Sharon had requested that we discuss this. Since Sharon was unable to attend the meeting, the item was tabled.

6. MilAcq Problems- Updating the branch field still seems to be an issue for some campuses. There also are problems with posting and printing order forms in MilAcq at some campuses. Matthew said that he would follow up with III.

7. EBSCO Online- Various problems with EBSCO were discussed. Judy mentioned that there was a meeting scheduled for Monday with Marilyn, representatives from UMF, USM, UM, and EBSCO to discuss the situation. Matthew said that others had had access and holdings problems and they had discovered that the IP tables were not broken down by campus. A corrected IP list has been supplied to EBSCO and the problem should be fixed soon.

8. Other- Gretchen asked who was updating the standards manual. Susan said she was and would be updating the manual soon.

The next meeting is scheduled for May 10, 2002.

The Committee wants to extend its thanks and appreciation to Matthew for his help both at the meeting and whenever one of us calls with a problem.

With regard to changed GMD's the Committee decided to follow the standard in effect at the time of cataloging and not to do retrospective changes.

Several members gave campus reports.

Respectively submitted,

Sheila Bearor (secretary for the day)