

UMS CATALOGING STANDARDS COMMITTEE

MAY 10, 2002

~~AUBURN HALL, BANGOR~~

*Bangor Campus*

MINUTES

Present: Susan Robertson (ORO), Gretchen Brissette (PI), Judie Leighton (BPL), Lanny Lumbert (USM), Peggi Loveless(UMA), Sheila Bearor (LLR), Mary Saunders (MSL), Judy Steere (FAR), Leslie Kelly (UMFK), Sharon Fitzgerald (UMO), Stephen Salhany (LAW), Marilyn Lutz (SYS)  
Absent: Susan Elliot (MAC), Lynn Wilcox (LAW), Anne Chamberland (FK)

1. Minutes: Minutes accepted with minor corrections.

2. Duplicates:

Susan Robertson distributed a report on duplicate records and reported on issues still surrounding duplicates. There are issues with order records not being excluded in the Headings Report from III, a problem with Yankee loads creating duplicate records, and a problem with the CatExpress program creating duplicate records.

There was discussion as to the most effective method of dealing with duplicates, whether they should be assigned to one library and how often the work should be done. USM wants to be sure it gets to review its duplicates and that they are not corrected by others. Distribution of duplicates list to libraries is to continue.

3. Indexing of genre field (655 7)

Question was raised as to the ability and usefulness to be able to search/limit on genre field. Marilyn pointed out that we can currently search genre in the keyword field. We should see how it evolves with the Me Folklife Center.

4. Life after Passport

Lanny questioned what libraries planned to do when support for Passport went away in December 2002. Susan Robertson had requested information about this from Nelinet and will share informational URL's with cataloging standards members. Lanny will pursue the possibility of local Nelinet workshops in CatMe and Connexion.

5. Language Clarification in URLs / Standards Document Updates

Lanny questioned why each library puts a separate 856 field in a record for IP authenticated journals. He suggested that for most records, the same URL could be used with each Library adding their location in subfield "z"; i.e. (zRestricted access (UM, USM, FAR). The committee agreed to use one URL when appropriate.

This generated discussion about the need to update the Standards document for any recent changes. Everyone was asked to review the document and send to Marilyn any record of changes that need to be made.

6. Millennium Cataloging Training  
A number of staff reported on their experience in exploring /using the millennium cataloging module. There was concern that it was still an “incomplete” module with a number of issues. Several members questioned whether training from III would be provided. It appears that will not be possible, although it is possible that training might be “piggy-backed” onto Maine Infonet. Marilyn will explore that possibility.
7. Millennium Acquisitions  
Members reported on their library’s use of and issues with Millennium Acquisitions. Farmington reported problems posting invoices and with the “new” button. Fort Kent and USM reported that all appeared to be working fine. It was suggested that individual passwording might be at the root of some problems and that should be checked.
8. Special Collections Cataloging  
Marilyn reported that several libraries, principally Orono, USM and BPL, are now doing rare book, manuscript cataloging and that current cataloging standards do not meet Special Collections needs. This fact was supported in a meeting Marilyn had with USM Special Collections staff regarding cataloging issues for Special Collections. Marilyn will call together a special meeting composed of a subset of the standards group and special collections folk to review needs and issues with the expectation that this group will come back to the standards committee with recommendations for incorporating special collection needs into the standards document.
9. Authority Processing Update  
Marilyn handed out a paper with information on dates and record numbers for authority maintenance and information on the first gap tape. The information was confusing at best and Marilyn said she would send out a revised and clearer sheet on the authority history and loads. Authority work is up to date. There is an issue of why we do not get information in authority reports for authorities loaded. It is still unclear how III’s authority control processing is working.
10. DVD codes for itype, material type, form  
A new item type will be added for digital video (dvd) and audiobook. However the ever-expanding need for newer item and material types may require an expansion of the material and items type dictionaries, which Marilyn will address with III.
11. Other  
Free gov docs: Libraries should add their location to bib such records.  
Most libraries are going through journal cancellation projects this year.  
A number of libraries are experiencing staffing shortages and have ongoing searches for a variety of positions.  
Next meeting scheduled for September 20<sup>th</sup>.

Respectfully submitted  
Lanny Lumbert (recorder for the day)