

**UMS Cataloging Standards Committee Meeting  
January 24, 2003**

Present: Sheila Bearor (LLR), Gretchen Brissette (PI), Sharon Fitzgerald (ORO), Laura Gallucci (SYS), Lanny Lambert (POR), Judy Leighton (BPL), Peggi Loveless (AUG), Elisabeth Phipps (POR), Susan Robertson (ORO), Mary Saunders (MSL), Judy Steere (FAR), Lynn Wilcox (LAW), Leslie (FK)

Absent: Marilyn Lutz (SYS), Susan Elliot (MAC).

1. Minutes - from our last meeting with Peggi Loveless as our scribe were approved.
2. MARS Recommendations Draft – see [handout #1](#) (Lynn Wilcox)
3. Authority Control Processing – Coupled with above, Laura distributed a draft document for discussion regarding the current status of authority processing and proposals for future plans to monitor. (See [handout #2](#)). After a lengthy discussion of problems and proposals the following was agreed upon:
  - a. Problem 1 – divide into review files and each campus to address their authority problems that currently reside in the 1800 record backlog. It was clarified later in the meeting that these authority issues precede the OCLC authority service implementation.
  - b. Problem 2 – address problem 1 first which will hopefully inform how to tackle this issue
  - c. Problem 3 – Three sets of reports will need addressing on a regular basis for monitoring purposes:
    - i. URSUS heading reports – System to create campus specific review files as it was agreed this task should be addressed by individual campuses
    - ii. OCLC change reports – massive in nature, these are now available electronically and will be archives on the dladmin web site
    - iii. OCLC special reports – have been ordered and first reports available in April. Authority subcommittee will review these to determine future workflow procedures.
  - d. New Genre headings service ([handouts #3](#) and [#4](#)) – voted to accept both free services for GSFAD (works of fictions, drama, etc.) and MeSH form genre headings
  - e. Overlay Protection List (see [handout #5](#))

Questions posed during discussion:

Will adding/keying of authority records to URSUS interfere with the OCLC service?

What is the timeline for creation of national authority records from original bib records submitted to Worldcat? This will influence future addition of local authority records. Laura to check on both these issues

2. GPO loads – overlay keeps old date so records won't go out to OCLC though they may contain new headings. Close sequencing of clear record reports and GPO loads recommended.
3. Rare materials addendum – added by Laura and Sharon to Cataloging Standards Document

4. Templates – 1000 now available through Millennium. Templates created in ascii version are available in Millennium under admin. Systems office will create some blank samples to be posted on dladmin. Further down the line the Mil interface will be able to deliver scoped lists of preferred templates. Bugs need to be worked out.
5. Catalog Digital Photos – Leslie (Fort Kent) – Fort Kent is poised to begin a scanning process using the Innovative image linking software and would like to know if others have tried this and what, if any standards, to follow. Storage and performance issues will determine image size and resolution. Laura will check on Maine Art Collection project particulars and see what the recommendations are. For an example see the title: St. John Valley: It's Culture and Beauty. Collection consists of about 200 photographs from 1890 to the present.
6. Mil Ser – outstanding issues, discussion and future plans
7. Mil Acq – outstanding issues, discussion and future plans
  - a. Items 6 and 7 were discussed in tandem. See [handout #6](#). Laura presented a spreadsheet which will be available on the dladmin web site for the Open URSUS Issue Log Report. Release 3 of the software being given a big push at ALA mid-winter and should be out in the first quarter.
  - b. Telnet interface - Laura encouraged us to think of the telnet shelf life as finite and do everything we can to get on board with the Millennium interface.
  - c. Communication - There followed a discussion about how we might best communicate our successes and solutions with other Committee members on progress with Millennium. One proposal was a listserv. Both Farming and Presque Isle noted very high performance since the latest software release. Laura to explore the workstation and network specs to see if we can generalize.
8. Global Update Demo on Millennium – there was widespread interest in this demonstration. This will be tied to our next Standards Committee Meeting in May.
9. Form Code Adjustment – see [handout #7](#). Note that a form type, used in order records, has been proposed for DVD. Laura will add directly after the meeting.
10. Other
  - a. Cat ME – who is using? BPL and Augusta. Both experiencing printing label problems.
11. Next meeting – to be held in Orono at Fogler Library classroom to facilitate demo. Proposed dates: May 29 or 30<sup>th</sup>.

Respectfully submitted by Scribe of the Day,

Sharon Quinn Fitzgerald