

**UMS Cataloging Standards Committee Meeting Minutes  
February 6, 2004**

Present: Lynn Wilcox (LAW), Elizabeth Phipps (GOR), Lanny Lumbert (USM), Judie Leighton (BPL), Leslie Kelly (FK), Sheila Bearor (LEG), Mary Saunders (MSL), Wei Dai (ORO), Sharon Fitzgerald (ORO), Gretchen Brissette (PI), Judy Steere (FAR), Laura Galluccu (SYS), Peggi Loveless (AUG).

Absent: Jean Clemons (MAC), Susan Robertson (ORO).

The meeting was called to order at 10:00 am by chair Gretchen Brissette.

- I. The minutes of the September 19, 2003 meeting were approved as written. The minutes of the January 8, 2004 Meet Me call were approved with the addition of Sheila's name to the list of attendees.  
\*\*Done. LG
- II. Leslie Kelly (FK) agreed to serve as chair for the next two years. She will set up the rotation schedule for the future.  
\*\*Spreadsheet sent to Leslie, 4/12/04. LG
- III. Serial Solutions overview and URSUS impact (handout1) – Laura showed several sample records she had received from Serials Solutions (SS) and reviewed the three categories of files we will receive from them. (See handout.) These records will address part of the previous discussions we have had re: multiple formats sharing one bib. record. Laura said this is also being addressed by OCLC and Library of Congress. We will have separate records for print and electronic versions of journals.

Laura anticipates receiving a test batch of 10 records this coming week. After those have been assessed, the “real” records will be loaded. These records will contain an 016 field which is the SS control number and a 130 field which designates the online version. Members were asked to show the sample records to their public services staff and ask for comment regarding the way this will display in public access. Leslie asked about creating a new material type for electronic journals but there are no material types available in the dictionary (see later discussion on V). Leslie then made a case for retaining the 130 field to aid patrons in finding the electronic version more easily.

As the profile stands now, each holding library will have an item record automatically generated when the records are loaded into the system. As many locations do not attach items to serial records it was the possibility of having the item records created and suppressed was put forth. This might create problems with scoping as there is a glitch in the Maintain Records Link program in URSUS. It was agreed to let the item records created stand for the first couple of maintenance cycles and reassess and revisit the question later.

Laura will query the IUG about how other consortia are handling authority maintenance on SS records.

\*\*Other libraries keep it out of the authority maintenance file. LG

Lanny asked when the A to Z lists will be available for public display. Laura said they should be available during Spring Break as the proxy servers need to be in place first. Laura will send each location directions on how to create a screen capture of their A to Z list, which will then be sent to her to check against the lists created for the load. There have been some differences noted and these will be addressed. Sharon demonstrated the Orono list and recommended that libraries use the “Activate journals in EJS” feature found in the SS client center.

\*\*Implemented 4/04. LG

- IV. Science Direct and transition to Web-Editions – Web Editions cover current year only, in a rolling update. Previous access should still be available but each location needs to register individually. Laura will send information on how to do this. Once new links are in place, old ones will be suppressed.  
\*\*Completed by SEQ, LG.

After a short break for lunch, discussion resumed. Agenda was rearranged, as Shelia and Mary wanted to leave due to impending bad weather.

- VII. 856 subfield 3 display – this has been turned on. Discussion about possible revision to Standards document now that 856 fields are more prevalent, some of which seem redundant or lead to publishers’ advertisements. Sharon and Peggi agreed to gather information on what types of links are being included and possible directions for the standards.
- VIII. Connexion migration and training – the new Connexion Client is available but not fully functional yet. Laura will be monitoring OCLC progress and contact NELINET for training the minute the full version is available, possibly this summer. She suggested staff try out the current version in the meantime.
- V. Material type and Item type dictionaries (Handout2) – Laura presented a document listing material types currently used by URSUS and the associated item types. It was agreed that several of these are outdated and several could be combined. It was agreed to poll public services staff to see which codes they use when limiting a search and to bring prioritized suggestions re: merging or deleting codes. Laura will add a link to the DLADMIN page with the OCLC descriptions.  
\*\*Space made for Electronic Serials Mat type, implemented 4/04

- VI. Netlibrary – 7800 titles total, including Project Gutenberg titles.. Proxy servers will take care of access issues.  
\*\*Proxies did not help in this regard. Systems office employed the use of an extra URL that gives remote patrons the opportunity to create a NetLibrary account for remote access.
- ~~IX. Expanded eResources section in Standards document – it was agreed that the changes based on previous discussions need to be added to the document.~~  
\*\*Agreed that this item would be stricken from minutes, as Lynn Wilcox points out no decisions were made regarding this item and consequently no changes were implemented to standards document. LG 5/19/04
- X. Clarification of Electronic resources scope - Lynn will send Laura examples of instances where titles are to have been accessible by all but seem to scope to only one location. Laura will analyze and post.
- XI. Authority section of Standards Document – Laura related that the System Office is out of money to fund Authority Clean-up. The library directors have this item at the bottom of their “to fund” list. Members of the committee need to impress upon their directors that it is important to protect the investment already made in the retrospective clean-up and to maintain the integrity of the entire InfoNet system. Also to point out the lack of staff and time to correct at point of download. It was decided to table any changes at this point until the funding decision has been made.
- XII. ISBN pick – briefly discussed. Can be an option put into order template.
- XIII. Millennium Silver enhancements – coming but later than expected due to problems with 2003 Phase 3.  
  
\*\*Enhancements list posted on Library support.

#### Other discussions not on agenda

1. Laura brought up the disparity between the Cataloging Standards and Circulation Standards regarding circ-on-the-fly records in the system. The system office will collect and send notices to each location regarding their on-the-fly records and determine what should be done with them. Reminder that on-the-fly records should be suppressed.  
\*\*Disparity corrected, review file collected and distributed. LG
2. Yankee bib. records and 001 filed – Laura has been working on a clean-up and in close to putting this to rest. She will post examples when they are available.  
\*\*Not done as of 4/14/04 LG

3. It was agreed that the DLADMIN page should include sections for Serials and Acquisitions staff as they would not necessarily check cataloging pages.  
\*\*Renamed Technical services with Cataloging, Serials and Acquisitions split out.
4. We revisited the question of virtual bookplates that Orono had previously presented. They are already using the 561 field for notes regarding gifts, etc. Any location may do the same, each adding their own unique 561 field.

Date for the next meeting is Wednesday, May 19<sup>th</sup> at Auburn Hall.

Meeting was adjourned at 2:22 pm.

Respectfully submitted,  
Peggi Loveless  
Secretary for the day