**URSUS CATALOGING STANDARDS COMMITTEE**

**May 13, 2011 – Minutes**

 1)       Call meeting to order – 10 am.

Present: Mary Saunders (Chair), Gretchen Brissette, Bryce Cundick, Judie Leighton, Kang Cao, Sharon Fitzgerald, Elizabeth Phipps, Sheila Bearor, Lynn Wilcox, Venice Bayrd, Tim Pellett, Nelson Eubanks and Kathryn Donuahue via polycom.

 2)       Introductions – No introductions.

 3)       Appoint Secretary—Kang Cao

4)       Summon implementation update

Sharon reported Serials Solutions has scheduled to refresh and reindex the Ursus content to solve the mapping issues for the week of May 23rd. Venice indicated the goal thereafter is to have a weekly refresh of content loaded manually from Ursus (short term plan) or write a program script to automate the process (long term plan). Tim reported the overall satisfaction with Summon despite some frustration coming from the K-12 user groups.

 5)       E-books in Serials Solutions update

Venice reported the load profile for statewide SerSol ebook records has been set up. The 856 fields are to be in the bib records. A review file will be ready for consideration next week. Once finalized, those ebook records will be reloaded.

       6)   PDA experience at UM update

Sharon reported overall 16,000 Patron Driven Acquisition (PDA) records through ebrary have been added to Ursus. An un-purchased record has an order record instead of an item record attached to the bib record. Once a title is triggered for purchase an item record is added and the order recorded overlaid.

       7)   Case for brief SerSol records in URSUS – conf. proceedings

Sharon brought a set of very brief ASCE (American Society of Civil Engineers) records from SerSol for approval to be loaded into Ursus as an exception. Currently Orono sets the SerSol profile not to accept brief records. As there are no available better quality records for this set decision has been made, after consulting with the subject librarian, to use these “better than none” skeletal records.

       8)   Database Subject Headings Subcommittee update

Policies on cataloging, modifying/maintaining, and deletion of Mariner database resources has been drafted by the Database Subject Headings Subcommittee. Katie requested it to be included into the Cataloging Standards procedure. The subcommittee will revisit the issue and come up with solutions to ensure the quality control at the September meeting. In the meantime, Lynn and Katie are willing to take responsibility for assigning subject headings for newly added resources.

       9)   Reorganizing/Redistributing Review Files update

Venice indicated Maine InfoNet is to buy additional 800,000 list records using their budget. Individual libraries could purchase additional capacity in 625,000 record chunks for $2,500 per chunk. The idea of redistributing the existing review file to free up the use was also discussed.

     10)    StatRef! Titles

The topic was not discussed. Gretchen indicated she will call Tim with questions.

     11)   LYRASIS/OCLC

LYRASIS member libraries have been purchasing OCLC services through LYRASIS. Starting this July, LYRASIS will no longer handle OCLC billing. OCLC will invoice its members directly for OCLC services. LYRASIS offers other products and services for which it will continue to bill its members.

     12)   InfoNet/System news

* Nelson reported MaineCat migration is to start Monday from 8 am to 5 pm. The WebPac, the processing side, as well as URSUS’ in reach functionality will be affected. Notification for expected down time will be sent out.
* 856 fields in some electronic journals bib records not constructed correctly. The problematic URLs go back to pre-proxy days. Tim will rewrite the procedure.
* Tim explained how to embed a customized Summon search box into various web pages. The string "YOURINSTITUTION" needs to be replaced by a specific code designated for that library.
* New staff member Albie Dunn came on board, who will help with general troubleshooting and solving Overdrive problems.
* Venice introduced James’ proposal of creating a combined Ursus listserv for staffs from cataloging, circulation, and reference. Some Web 2.0 feature such as a Twitter account will be built into the support page.
* Bryce and Sharon, two representatives from Cataloging Standards Committee, asked about the status of Interface Committee. James indicated in a later email that he is to schedule its first meeting soon. The focus will be the direct URSUS catalog interface instead of Summon.

 13)      Date of next meeting

 The next meeting is set for Sept. 23rd. Law Library will take over the rotating chair of this committee.

 Minutes submitted by Kang Cao