

# Minutes of the Cataloguing and Authorities Users' Group Meeting

## March 7, Robarts Library Room 4049, 10:00 a.m.

*Present:* Lisa Andrews-Attwater (*Rotman*), Elizabeth Black (*CDC*), Alastair Boyd (*Robarts*), Mary Canning (*UTM*), Joyce Chyrski (*Robarts CDD*), Astrida Ezergailis (*Regis*), John Fodi (*Music*), Elizabeth Glover (*Physics & St. Michaels*), Helen He (*Dentistry*), Diana Liang (*UTSC*), Vicky Lynham (*Mt. Sinai*), P.J. MacDougall (*Massey*), Mary McDiarmid (*Baycrest*), Nadia Moro (*FIS*), Felicity Pickup (*Robarts Ref.*), Stephen Qiao (*East Asian*), Kathryn Roberts (*Law*), Sirpa Ruotsalainen (*Trinity*), Mary Ruscillo (*Robarts*), Walter Schmanda (*Humber River*), Anna Slawek (*Robarts*), Arthur Smith (*ROM*), Carmen Socknat (*Victoria*), Eva Spevak (*Robarts*), Sarah Sung (*Fisher*), Stephanie Swift (*OISE/UT*), Chris Tucker (*Knox*)

*Regrets:* Susan Cozzi (*ITS*)

### 1. Approval of Minutes of meeting November 15<sup>th</sup> 2005

Approved as written.

### 2. Business arising

The question of whether cataloguers should delete **856** links to LC's online table of contents in LC records with actual **505** contents notes has been further discussed at Reference Services since our last meeting. When the bib record also contains a **505** contents note the link seemed to us unnecessary, and used to mislead catalogue users by giving them an "Online" button to click at the hitlist level. However, Sian Meikle (*ITS*) has replaced this generic button with the **856** subfield **J3** text ("Table of contents"), so people now know what to expect when following the link. Even though this may duplicate an actual contents note, reference librarians feel that because this link allows patrons to inspect contents without having to open the catalogue record, it is worth retaining. Some CAUG members have pointed out that the online TOC is often out-of-date or inaccurate. After some debate, there was a slight consensus in favour of continuing the status quo, i.e. retaining the **856** fields, pending further developments. LC announced some time ago they were going to start creating automated **505** notes in bib records instead of putting them online. If this actually happens, then the issue will go away all by itself.

### 3. Retirement of the Campus Database Co-ordinator

Before introducing the next agenda item (Report of the CDC), Alastair Boyd (*Robarts, Chair*) announced to the group that Elizabeth Black would be leaving her position as Campus Database Co-ordinator at the end of April. Anne Dondertman, the Chair of the Advisory Group to the CDC, was unable to be at today's meeting, but sent a message which Alastair read on her behalf:

Although many of you may have already heard the news of Elizabeth's impending departure through the grapevine, I wanted to take the opportunity of this CAUG meeting to make a formal announcement of the retirement of Elizabeth Black as Campus Database Coordinator effective at the end of April. I'm sure I don't have to stress to anyone in this room the importance of Elizabeth's role to all cataloguers, as the resource person for matters concerning standards and best practices. In her ten years as CDC she has been instrumental in many important initiatives, from post DRA cleanup to monograph concatenation to her present work on serials concatenation. Elizabeth has also worked very closely with ITS on many issues related to records for e-resources. Although she is moving on to greener pastures (with particular reference to golf courses) there is a proposal currently being considered for a full-time metadata administrator, who will take on all aspects of metadata planning and implementation including but not restricted to MARC. We have been most fortunate to have a person of Elizabeth's knowledge and dedication in this position for the past decade; she will be greatly missed. There will be a retirement party for Elizabeth on the afternoon of her last day, Thursday April 27, in the Fisher Rare Book Library. Please mark your calendars—more details will be forthcoming by email.

Alastair expressed on behalf of CAUG our gratitude for Elizabeth's tireless work, and her good humour and patience in dealing with the seemingly intractable problems we sometimes face.

#### 4. Report from the Campus Database Co-ordinator

##### (a) *MICROTEXT location*

Elizabeth Black (*CDC*) announced that the OPAC display of the Sirsi home location MICROTEXT no longer refers to Robarts; it is now be generic, so any library can use it. Also, the library AVLIBRARY will soon be changed to MEDIACOMMONS. Then, Robarts microforms currently assigned to Library ROBARTS will be changed to library MEDIACOMMONS. This process was to have taken place last month, but was postponed, and will now take place at the end of April.

##### (b) *Serials MARC Holdings creation*

The project to generate MARC holdings from **090** fields for serials without Holdings and Serials Check-in is proceeding. ITS is ready to run a program in the test database that will use subfield **090 \$b** and **\$d** information to create these holdings records. This will happen before the end of March. The ITS lab, Room 7029, has been reserved on March 30 from 9-12, so that interested parties can come and see how the transformed records will look, and verify that there are no errors or problems.

*Question:* Will this routine also take the call number from the **090 \$a** field, so as to put the call number in the Holdings record **852** field? Elizabeth said no. Arthur Smith (*ROM*) pointed out it would not be straightforward to do by machine, since the old **090** call number was formatted differently from the call number in a holdings record. *Question:* Some old **090** fields have a subfield **\$r** for differing locations for various holdings; what will become of those? Elizabeth said these could not be handled by machine, since the cryptic obsolete codes they contain will need to be translated into meaningful Location names. They would have to be dealt with manually. So would cases where libraries have used **590** local notes to give holdings information.

Elizabeth suggested we should adopt a standard approach for MARC Holdings: e.g. all serials should have a MARC Holdings record and at least one item record. The group agreed this was reasonable. Standardizing this makes future data migration and changes to OPAC design easier.

MARC Holdings are also being used for non-circulating monographs in multi-volume sets, in place of multiple call numbers. Some libraries which circulate their periodicals are combining MARC Holdings with multiple call numbers. Mt Sinai does this, but is experimenting with ways to suppress the display of all the individual call numbers in the OPAC. Alastair had suggested assigning the shadowed Home location ON\_THE\_FLY to achieve this. However, as soon as any issue is circulated, the Current Location becomes CHECKEDOUT, and then that particular call number becomes visible. If this is considered undesirable, and if libraries want to be able to distinguish between "genuine" ON\_THE\_FLY items and these shadowed periodical items, then such call numbers will have to be concealed in another way. Alastair will talk to Mt Sinai about this.

##### (c) *Serials concatenation*

This project is inching forward. We have a final list with titles that look like duplicates grouped together. ITS now knows how to move MARC Holdings and Serials Check-in records around, which removes the biggest technical hurdle.

Because MARC Holdings are being much discussed, Elizabeth offered to prepare a Holdings Format Outline, to accompany those she has prepared for the Bibliographic and Authority formats. She also distributed copies of the Authority Outline to those present who had come from outside Robarts. She will have more copies printed to meet the demand.

## 5. Report from ITS

Susan Cozzi (*ITS*) was unable to attend this meeting to present a report. Instead, Alastair reported some good news and bad news about the **100+240** field name-title indexing announced at our previous meeting. This went ahead as advertised over the Christmas break. Unfortunately the indexing ignored subfields **|s** and **|o** in **240** fields when creating the title part of the name-title entry. So for example a heading that should show in the Author browse list as STRAUSS RICHARD 1864 1949 SALOME VOCAL SCORE ENGLISH GERMAN shows misleadingly as STRAUSS RICHARD 1864 1949 SALOME ENGLISH GERMAN. Elizabeth has supplied Sirsi with all the details, but we are still waiting to hear about a diagnosis and a fix.

Another outstanding Sirsi problem: those cross-references which lead to a blank screen when the established heading ends with a hyphen (an open birth date). Sirsi's current patch for this is not for the version of Sirsi that we are running, but we still hope a fix suitable for us is on the way.

## 6. EIRC and cataloguing of e-resources

EIRC is in the process of making further recommendations to the Chief Librarian about improving subject access to e-resources. It would be a great step forward if a two-way update process between EIR and Sirsi were implemented, such as that outlined by Sian Meikle (*ITS*) which was presented to CAUG at our July 2004 meeting. This would permit full MARC records to be loaded into Sirsi first, and then used to create the EIR listing with a link back to the catalogue. The current delay in moving forward with this seems to be connected to the pending change to a different system (ERM) to replace the current EIR database. EIRC is meeting again shortly to discuss this, so with luck there will be some positive steps to report at our next meeting.

## 7. Other business

The question of 13 digit ISBNs was revisited. There are no difficulties with these in the Acquisitions module (which now allows editing of the ISBN field) nor in the cataloguing module. It is true that Workflows' ISBN validation routine does not yet handle them properly, but that need not prevent us from inputting them—we are already accustomed to ignoring bogus error messages triggered by ISBNs with qualifiers. If you are in the position of choosing between a 13 digit and 10 digit ISBN to use as a title control number, it is still safest to use the 10 digit one. This is because OCLC is still carrying 13 digit ISBNs in the **024** field, coded as EANs, so SmartPORT will not match such records on the long ISBN. To be consistent with LC's practice, we should put the ISBN-13 first, followed by the short one.

The next meeting is tentatively scheduled for sometime in May, to be confirmed at a later date.

***Meeting adjourned at 11:30***