Minutes of the Cataloguing and Authorities User Group Meeting
Monday, 5 May 2014
Alice Moulton Room, Gerstein Library
10:00 – 11:30 am

Present:

James Mason , (Music), P. J. Carefoote (Fisher), Anne McGillivray (Knox), Mary Reynolds (Knox), Humayun Rashid (Law), Michael Bramah (SMC), Carmen Socknat (Vic), Elisa Sze (iSchool), Mary Jaques (SMC), Marlene van Ballegooie (Robarts), Juliya Borie (Robarts), Lisa Andrews-Attwater (Rotman), Lana Soglasnova (Robarts), Irene Wu (ROM), Dong Xia Wang (UTSC), Kate MacDonald, Chair, (Trinity), Alastair Boyd (Robarts), Wendy Li (Hong Kong Library).

1-Agenda approved.

2. February 2014 Meeting minutes approved.

3. FAST headings (Alastair Boyd)

Alastair discussed the proliferation in WorldCat of FAST headings. FAST terms are a controlled Thesaurus-like vocabulary based on LCSH. Starting last September OCLC has been machine-generating FAST terms in existing records, by splitting apart LCSH headings. Because these headings work better than LCSH with the keyword-based faceted searches most used in Endeca, we plan ultimately to convert all our Sirsi records. Until then, Alastair asked people not to remove these new FAST headings from incoming derived records, in order to avoid the effort of restoring them later on. He and Marlene will talk to ITS about suppressing the display of FAST headings in Endeca to avoid the cluttered and confusing look of the duplicate terminology. He will send round links to FAST documentation via the CatInfo list.

4. Fields to be deleted from derived bibliographic records (Lana Soglasnova)

Lana presented an updated version of this list of fields that need to be removed from derived records. Over the years it had grown, more for some cataloguers than others, and so some cataloguers were following different practices. The revision, now available on the Cataloguing Libguide, is shorter but has more annotations. Alastair explained that Endeca gives us much more control than the old Sirsi web catalogue over what to index and display to catalogue users, so there is now less need for cataloguers to remove fields at the cataloguing stage. Responding to a question about 856 URL links in records for print items, he said more often than not they should be removed. Any link to an external site such as a publisher's website will need to be checked constantly in case it breaks, so there has to be something of real value at the other end of the link. LC table of contents links are an example of stable external links.

5. Updates from the CAUG Training Subcommittee: Cataloguing Libguide (Juliya Borie)

Juliya talked about the new Cataloguing Libguide, which the training subcommittee has been developing, based on responses to last summer's survey, now up at http://guides.library.utoronto.ca/cataloguing. Reminding us that it remains a work in progress, she demonstrated the layout of the various categories and tabs, and links to the contents. She drew particular attention to the serial cataloguing guidelines, something that was not part of the documentation at the old Cataloguing Department web site. Juliya asked that we take a closer look at the whole guide over the summer, and contact her with suggestions. These could be about the layout and categories, or new content, etc. There remains the question of how best to maintain and update the guide. It was suggested that there should be a regular CAUG meeting agenda item about the guide.

Next meeting: September 8.

Submitted by Alastair Boyd