

# Minutes of the Cataloguing and Authorities Users' Group Meeting September 20, 2005, Robarts Library Room 4049, 10:00 a.m.

*Present:* Elizabeth Black (CDC), Alastair Boyd (Robarts), Michael Bramah (SMC), Mary Canning (UTM), Susan Cozzi (ITS), Astrida Ezergailis (Regis), Helen He (Dentistry), Jack Howard (ROM), Diana Liang (UTSC), Felicity Pickup (Robarts Reference), Stephen Qiao (East Asian), Sergio Quibus (OISE/UT), H. Rashid (Law), Dean Seeman (SMC), Arthur Smith (ROM), Eva Spevak (Robarts), Sarah Sung (Fisher), Stephanie Swift (OISE/UT)

*Regrets:* Carmen Socknat (Victoria)

## 1. Approval of Minutes of meeting June 7<sup>th</sup> 2005;

Approved as written.

## 2. Business arising

- Stephanie Swift (OISE/UT) has volunteered to be the alternate CAUG representative on the Reference Services Committee
- Concerning the deletion of holdings from AMICUS by libraries who withdraw items: Arthur Smith (ROM) sent an e-mail to CatInfo on July 7 with contact information for getting the AMICUS over-the-phone tutorial, and passwords.

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

### (a) Indicators for subject headings in 650 fields

Elizabeth Black (CDC) said she is still finding subject headings with second indicators of '4'. Please do not use these. If you cannot find an LCSH heading, and want to use the heading in the 650 with l2=4, move it to a 690. (Simply changing the indicator 4 to 0 doesn't automatically make the heading a valid LCSH one, but will bring the 650 into the scope of the Sirsi validation routine, so unauthorized headings will be marked as such.)

Canadian subject headings are to be used only for topics that cannot be expressed with an LCSH heading. The list of these is quite short. Elizabeth is supposed to be maintaining authority records for these, but notices that additional authority records are finding their way into the file. She handed out an updated list of Canadian headings suitable for our use [*attached as Appendix I*]. If you find you absolutely have to have additional ones (i.e. there is no possible LCSH equivalent) please let Elizabeth know.

*Question:* One of the headings on this list is "Native peoples—Canada". Does this mean that "Native peoples—Ontario" (etc.) would be acceptable too? Elizabeth said yes, this should also be allowed. However, a couple of cataloguers present said that their libraries were also using LCSH equivalents: at the ROM, "Indians of North America—Ontario"; at Law, "Indigenous peoples—Ontario".

*Question:* Should we be deleting French headings as we import records? *Answer:* Please do, since we cannot find and remove them automatically using the indicator value, the way we could in DRA.

### (b) Serials concatenation

Several volunteers have been working over the summer on the lists of serial titles prepared for the FIS student practicum last year (this project for identifying duplicate serial records was discussed at our March 2005 meeting [*item 2 (d) in the minutes*]). This project is out of Elizabeth's hand at the moment. It is tied in with other important issues such as the handling of electronic serials and the future of the EIR database. There will be a meeting of the group directly concerned this autumn, to decide if and how the EIR database will be replaced.

(c) *EIR*

Elizabeth has been providing specs for the load of new MARC files into the database for some EIR resources. She expressed concern about the lack of coordination on this front, and frustration that the incoming records are so diverse it is impossible to have uniform standards for their load, without manual editing. There is also the issue of duplicate records, which is likely to get worse as ITS looks for more and more suitable candidate records for loading. Already we are being given records for resources we have previously catalogued.

There was considerable discussion (inconclusive) about multiple 856 fields. Only the first such link shows as an "Online" button at the hitlist level in the OPAC, so catalogue users who don't actually select a record from the list can't tell what the link is for and where it will take them. However, there were apparently objections to removing the "Online" button from the hitlist altogether, even though it is impossible for the display to spell out the links at this level. Impasse.

Also on the subject of 856 links: please report URLs that don't lead where they should to ITS, and remove invalid ones (e.g. OCLC resource links rather than U of T).

*Question:* is there a Sirsi report identifying broken URLs? Elizabeth said that Wen Ran (*ITS*) has run a report for URLs that "may not be working" and given her printouts of the results.

Alastair reminded the group of the guidelines for cataloguing resources before they appear in EIR that Sian Meikle (*ITS*) provided us in July 2004. Officially nothing has changed. Alastair will find out if the automatic scripts for creating EIR listings based on new catalogue records are by now actually being run.

Still on the subject of URL links: Alastair wondered if there was a consensus about deleting TOC 856s from LC records, at least in cases where a 505 note was also present. No clear decision was reached. Alastair will take this to Reference Services, to find out their views.

(d) *Title control keys*

Elizabeth reminded the group to use the proper prefixes on title control numbers (e.g. "i" before ISBNs). NLM records will pose a particular problem. This database has been added to SmartPORT for the benefit of the Hospital libraries who are gradually joining Sirsi. NLM records have 010 fields incorrectly formatted to include the dash. Since many (most?) of these records are also in LC, we will ask everyone to prefer the LC record to the NLM one whenever the choice exists.

(e) *Hospital libraries*

Elizabeth and Alastair trained some hospital library staff on Workflows this summer. So far, only Baycrest has started using the system. Its Library name is currently CON\_BAY. There is a new location, HOSP\_DEPT, for doctor's offices locations and the like.

#### **4. Report from ITS (Susan Cozzi)**

In her report Susan elaborated on the subject of the Hospital libraries who are finally joining the union catalogue after two preliminary attempts. There are 30 of these libraries, of which 10 have firmly committed to joining Sirsi, 10 have declined, and 10 are still considering it. Their materials will circulate only to their own staff, but will be available via ILL in most cases. (It should be clear from the OPAC that their holdings are not generally accessible). We expect something in the order of 50,000 to 100,000 new records in the database. Library names will be set up in Workflows in October, after ITS gets training from Sirsi in how to do this. Right now, only Baycrest is already in the system.

There is a potential problem: some of these hospital library cataloguers may not be as conversant with MARC coding and current cataloguing rules as we are. We are hoping to reach an understanding with them about this, and about sharing information concerning our database standards. There are discussions with other libraries who are considering joining our Sirsi

catalogue, e.g. the Institute for Christian Studies. Susan will, at our group's request, notify us via CatInfo when a new library comes on board.

*Question:* can we add our holdings to a Hospital Library record? *Answer:* Yes, we should do this just as we would for any existing Sirsi record.

## **5. Feedback from the Reference Services Committee**

Alastair reported that the Reference Services committee had endorsed our proposal for putting multiple ISBNs in a local note field in lieu of stuffing hundreds of 020 fields into certain Robarts continuation records.

Concerning the uncontrolled name headings in T-Space records, Reference Services also has several concerns about such records masquerading as bib MARC records in our catalogue. Elizabeth Black has been looking into using the Dublin Core format for these instead, since Sirsi supports it. We will start loading T-Space records into the database in Dublin Core format as soon as we work out with Sirsi how we can do this in batch mode.

## **6. Automatic update of bib record headings with Authority update**

At our previous meeting Alastair had undertaken to monitor the performance of the routine that flips headings in bib records overnight whenever an authority record is overlaid with an updated form. In the first test, there were 24 bib occurrences of a name heading, of which 4 remained unflipped the following day. In the second test, 70 out of 160 occurrences of a subject heading did not flip. On the other hand, updating the heading for Fidel Castro successfully flipped all 301 name occurrences and 168 subject occurrences. Sirsi's Help Desk looked into this inconsistency, and found that during the migration from DRA some unknown number of records had not been properly marked for authority control with "auth keys" in the fields concerned. It is these records that do not flip. Since there is no way to see the presence of these keys in Workflows, we cannot note their absence. ITS and Sirsi are looking into a fix for them.

## **7. Potential nominees for Chair**

Alastair reminded the group that these days we must elect our chair annually. By our next meeting he will have presented our Annual Report to Library Council and will be finishing his third year as chair. While willing to serve one more year, he welcomes nominations for someone new. If anyone would like to take over, please let him know before our next meeting.

## **8. Other business**

- There are occasional problems with libraries who modify other people's Order call numbers instead of adding new call numbers for themselves. We have discussed the issue before; instructions on how to do it were included in the minutes of our April 2003 meeting and circulated on CatInfo. The difficulty is that not all campus libraries attend our meetings or subscribe to CatInfo. If you report the problem to Alastair whenever you find your Order call number has been inadvertently hijacked by one of these "independent" libraries, he will try contacting the offender on behalf of our group, and explaining the ramifications.
- At present, any OPAC search limited to a specific library will by design return results for all matching e-resources as well. The number of e-resources records is much greater now than when this policy was set up, and the number will continue to rise. A couple of our members wonder if this behaviour is still a good idea, given that hits for e-resources can swamp those for material actually on the shelves of the specified library. Since this is not a cataloguing issue per se, Alastair will take the question to Reference Services, and/or the OPAC display subcommittee.

The next meeting is scheduled for November 15<sup>th</sup>, at 10:00 a.m. in Robarts Room 4049.  
Agenda to follow.

***Meeting adjourned at 11:35.***

## Appendix

### CANADIAN SUBJECT HEADINGS Status as of September 2005

<b>Heading</b>	<b>Title control key</b>
Bilingual districts - Canada	xx1071201
Bilingual schools - Canada	xx1071198
Cabinet ministers - Canada	xx1071208
Cabinet officers - Canada	xx1071207
Canada - Appropriations and expenditures, Provincial	xx1071203
Clergy reserves (Canada)	xx1124214
Colleges of applied arts and technology	xx1591116
Federal-provincial conferences -Canada	xx1071288
Federal-provincial fiscal relations -Canada	xx1071249
Federal-provincial relations	xx1323378
Federal-provincial relations - Canada	xx1071274
Federal-provincial tax relations -Canada	xx1071267
Goods and services tax	xx547825
Goods and services tax - Canada	xx547828
Hibernia Oil Field	xx1071337
Huron Indians	xx1960833
Huron Indians - Antiquities	xx1080198
Native peoples - Canada	xx1071351
Regional county municipalities	xx1172771
Telidon (Data transmission system)	xx1586798

#### **CSH headings deleted**

Boundaries, Provincial - Canada	<i>Used only in CIHM</i>
Citizenship courts - Canada	<i>No bib records</i>
Inuit - Canada	<i>Heading Inuit established in LCSH</i>
Provincial governments - Canada	<i>Heading Provincial governments established in LCSH</i>
Victoria Day	<i>Heading established in LCSH</i>

#### **Features of Canadian Subject Headings in SIRSI**

Authority records have format CANSH in control tab, and Sys/Thes value 'k'

Authority records are in the LCSUBJECT index, if the heading is a 150, or the LCNAME index, if the headings is a 151 or 110

6XX headings in bibliographic records have second indicator value '5'

SIRSI authority control will skip CANSH headings if they are properly coded