

Bridges Cataloging Committee Minutes

Wednesday, November 5, 2008

Meeting called to order 1:05 by Denise Pakala, Committee Chair in Covenant Theological Seminary's Founders Hall's conference room.

Attendance

Denise Pakala, Covenant Theological Seminary
Brady Shuman, Covenant Theological Seminary
Wendy Schlegel, Eden-Webster University
Kathy Nystrom, Eden-Webster University
Julie Portman, Fontbonne University
Linda Orzel, Harris Stowe State University
Elaine Trost, Missouri Baptist University
Joel Shedlofsky, Logan College of Chiropractic

Institutional News

Maryville University New librarian started Monday, November 3. Main responsibilities will be reference.

Covenant Theological Seminary Founders Hall, a new building, in which this meeting is being held replaces an original building located on Conway Rd. Most of the faculty, now have their offices in Founders Hall. In addition, all the offices of admissions and enrollment were relocated to Founders Hall, providing a one stop for students registering for classes.

In October, the library celebrated the 3rd annual Theological Month. The library was able to obtain a \$500 grant from ALTA. Part of the grant went towards candy. Part of the grant was used to purchase the ESV Study Bible, which was offered as the prize in a drawing. To enter the drawing, students had to recommend a book for purchase which the library doesn't already own and which is within the subject scope of the library collection. The library will look through all the non-winning suggestions and evaluate them for adding to our collection.

Covenant is moving towards complete online registration.

Logan College of Chiropractic New employees include a Vice President of Academic Affairs and a Director of Enrollment.

Fontbonne University Library interns have been signed up through 2009.

Books are being collected for their used book sale.

Fontbonne is seeking a new IT department head.

Harris Stowe State University Library Director, Barbara Noble, attended a conference for African American Archivists.

For the Wolf Jazz collection, Harris Stowe has started cataloging 78 rpm records that are home recordings. These were done before reel to reel tapes were available. All the cataloging has to be original.

Linda Orzel is starting to catalog the pop-up books collection.

When the library was built, funding from Southwestern Bell required the public be allowed to use the library and the conference rooms. AT&T recently agreed to cease the requirements. Consequently, as of May 2008 the library has been closed to the general public. In addition, approval was granted to have the conference rooms become unavailable for use on the weekends to the public.

Barbara Noble is discussing a new building or an extension on the current building.

Harris Stowe is seeking a technical services/cataloger. They are having difficulties finding an individual.

Webster University When Kathy Nystrom retires in Spring 2009, there will be some redefining job responsibilities. Eileen Condon is scheduled to assume the responsibilities of technical services and systems.

Webster is trying to order online with YBP, but have not got all the pieces working together yet.

ChiroSH

Joel Shedlofsky gave a PowerPoint presentation on the history and use of chiropractic subject headings.

Interest was expressed for a PubMed presentation, which Joel can do at another meeting. For now, Logan has a tutorial on PubMed under the LRC's Information Tutorial web page.

Electronic resource vs. e-book limits Webster University is using Mat Type '2' for e-books. This allows them to search for e-books quickly for their E-book Express. This works well but there are a couple of problems: 1) Mat Type '2' is non-standard, so it isn't used in the Central Catalog; 2) It is hard for patrons (and library staff) to understand the difference in the catalog limits between 'e-books' and 'electronic resources.' The most significant e-book collections are held by four of the nine Bridges libraries. If this issue is of sufficient concern to these four libraries, we suggest they meet separately to discuss possible solutions. The committee will be happy to consider any recommendations that come out of their discussions.

Genre Headings Genre headings are not indexed in Bridges. Consequently, Denise Pakala is suppressing the genre heading authority records so they will not appear in the Bridges catalog. However, these records still appear, along with the subject headings in MilCat. This could create problems with processing authority reports if we are not careful. In MilCat it will look as though there is a duplicate authority record and one needs to be deleted. However, a closer look will show that one of the records has a 150 and one a 155 for the authoritative form of heading. Both should be retained. Then in the future, if we add a genre heading, we will just have to unsuppress and move the genre headings to the new index. An example would be “Action and adventure films.”

Alternate window displays in Millennium In each module of Millennium, there are fixed-length fields that may contain a code or a description or both. When only the code is displayed, clicking on the displayed code or in the box will generate a new window displaying the available codes in alphabetical order. When only the description is displayed, clicking on the displayed description or in the box will generate a new window displaying the available descriptions in alphabetical order.

If both, code and description are being displayed; the window that will be generated is dependent on where one clicks. Should one click in the space where the code is, one will get a list of codes in alphabetical order. Should one click in the space where the description is, one will get a list of descriptions in alphabetical order. Those who have both have to be careful where they click.

How information is displayed in selection fields is defined by the login one uses. Display format is controlled through the Login Manager. This may be found under Admin in the title bar. The steps are:

1. Click on Admin (in the title bar)
2. Click on Login Manager
3. Click on Manager-Controlled Options
4. Click on the tab Edit
5. In the Fixed-Length Field Display Mode, click on the radio button you wish; Show codes only or Show descriptions only or Show both codes and descriptions
6. Click on ok, then click quit when you are done.

The ability to make changes in Login Manager might require a site coordinator or administrator.

PCC Guidelines for Field 440 Program for Cooperative Cataloging has declared field 440 obsolete. Catalogers should not have to make changes to existing bibliographic records as automation systems are still capable of displaying and searching the 440 field. However, new records should use fields 490 and 8xx. OCLC is considering updating their bibliographic records by converting 440 fields.

In Bridges, both fields 490 and 830 will display in a record. Only one, the 830 will be linked to display other materials in the series. In an ideal situation, Bridges would like to have field 490 0- displayed and field 490 1- not displayed. Unfortunately, Millennium is

not capable of making the decision of displaying based on the first indicator, thus Bridges decided to display field 490.

Authority Records with non-unique 4xx Denise Pakala noted there are many 4xx duplicates that turn up on the authority reports. These 4xx fields are see references. Often they are acronyms because many corporate authors share the same acronyms. Nothing needs to be done to these records since there is no problem with the headings themselves; just the see references are the same. A duplicate problem only exists when the heading itself (1xx) is duplicated on two authority records.

Bridges System Messages File Denise Pakala and Kathy Nystrom are reviewing the 001 field reports in this file. For the time being, Denise will defer to Kathy in reviewing this file for 001 duplicates.

Lib Typos Listserv & Blog Denise Pakala surveyed the room to determine who visits Typo of the Day for Librarians, <http://www.librarytypos.blogspot.com/>. Several individuals indicated they don't visit the Web site, however they get the daily typo from autocat listserv. Denise recommends the site as more information is available along with past daily typos. She goes to the site about every two weeks to determine if our database contains any typos.

Denise showed a list of the listservs she subscribes to. She is interested in the listservs others subscribe to.

Next Meeting Date The next meeting will be February 4, 2009 at 1:00 p.m. to 3:00 p.m. at Covenant Theological Seminary.

Adjournment The meeting adjourned at 3:00 p.m.

Respectfully submitted,
Joel Shedlofsky, Logan College of Chiropractic