

BRIDGES CLUSTER SITE COORDINATORS MEETING MINUTES

JANUARY 19, 2001 COVENANT SEMINARY

PRESENT: Jim Dutton, Per Almquist, Denise Pakala, June Williams, Linda Orzel, Marty Knorr, William Toombs, Shawn Strecker, Jean Rose, Melissa Belvadi, Mary Ann Mercante, Fred McKinney, Elaine Trost, Eileen Condon, and Sue Wartzok

Marty Knorr announced that he has scheduled the Harris-Stowe computer lab for training. The schedule is as follows:

TestPAC training, March 26-30

Cataloging training, May 7-11

Circulation training, June 4-8

Jim Dutton announced that III has confirmed the training dates listed above. Julie Dore will be the trainer. It is probable that the Bridges Cluster will be divided into two sessions for training. Typically with two sessions, training will run Tuesday through Friday.

There was further discussion of the 590s, enriching records, and loading records. Logan, Maryville, Eden-Webster, Covenant, and Missouri Baptist all report some type of record enrichment.

A preliminary load order was established as follows:

1. Lindenwood
2. Kenrick-Glennon
3. Fontbonne
4. Harris-Stowe
5. Logan
6. Missouri Baptist
7. Maryville
8. Covenant
9. Eden-Webster

The overlay policy for each institution can be different.

On March 12th, records will be extracted for TestPAC. Each library is responsible for its own record extraction. The following libraries want to participate in TestPAC:

- Covenant
- Kenrick-Glennon
- Eden-Webster
- Maryville
- And possibly, Harris-Stowe

Each library will provide approximately 10,000 records.

On April 16th, full data extraction is due.

Field group labels and tags (BIB-1) were discussed. Children's subject headings, medical subject headings, general notes, and local notes (506, 590, 599) were requested.

Assigning MARC fields to field groups (BIB-2) was next on the agenda. It was suggested that the 130 tag be moved from U to T.

BCODE values (BIB-3) were discussed. It was suggested that “S” for slides and “T” for manuscript print be added.

The subject heading worksheet (BIB-9) was distributed. There was a lengthy discussion about the fate of the chiropractic subject headings.

The call number worksheet (BIB-10) was distributed. This is to be returned to Jim Dutton by January 31st.

The indexing profile and keyword index (BIB-11 & 12) were discussed at length.

The following new item types have been proposed:

Art reproductions, juvenile, corporate reports, state publications, periodicals (boxed), reference, curriculum, personal copy – subdivided, headphones, bones, x-rays, temposcopes, and folio

The following are our assignments for the February 2nd meeting:

Fill out BIB-10 (call numbers)

Think about load order

Review decisions made on BIBs 1-3, & 11-12

Catalogers check tags for ramifications of overlaying, deleting, etc.

Meeting adjourned