

## **BRIDGES CATALOGING COMMITTEE**

### **MINUTES**

*January 30, 2002*

The Committee met at Covenant Theological Seminary. Denise Pakala, Committee Chair, presided.

#### Attending:

Denise Pakala, Covenant Theological Seminary  
Kathy Nystrom, Eden-Webster Library  
Harvey Inman, Eden-Webster Library  
Mary Ann Mercante, Maryville University  
Lisa Schulz, Maryville University  
Elaine Trost, Missouri Baptist College  
Linda Orzel, Harris-Stowe State College  
Marty Knorr, Harris-Stowe State College  
Jean Rose, Logan College of Chiropractic  
June Williams, Fontbonne College

#### **Report on MOBIUS Catalog Design Advisory Committee (MCDAC) Meeting**

Mary Ann reported on the Jan. 25<sup>th</sup> MCDAC meeting.

#### New St. Louis MOBIUS Libraries

St. Louis College of Pharmacy and Rankin Technical Institute are new MOBIUS members from the St. Louis area. They will become part of the Archway Cluster.

#### Clickable Location Codes

This project is on hold for several months due to staffing. MCO staff are heavily involved with the launching and enhancement of the new MCO web page and with finishing the implementation of the original MOBIUS members.

#### 856 Display Issues

III has a "bundle" of software patches which should solve two of the three problems with the 856 display (the problem of only the first 856 displaying in the cluster level holdings and the problem of the 856 from the master bib displaying at times when there is no cluster level 856 to display) and may solve the third problem (856 updates not always being reflected in the union catalog). This bundle is scheduled for a mid-February release. MCDAC postponed further discussion of 856 display issues until its next meeting so that the effects of the bundle load can be known.

### MARCIVE Proposal

MCDAC approved the MARCIVE proposal to add text to the subfield z of the 856 tags on Government Document records which they supply to MOBIUS members. MCDAC chose the following text: "Free online access" MCO will then insert this text into the 856 of federal documents records in each of the cluster catalogs. From that point on, it will be the responsibility of cluster catalogers to add this subfield z text to 856 tags when cataloging new government documents (or adding 856 tags to existing gov doc records) A decision on when to implement this project will take place at the next MCDAC meeting, after the mid-February bundle has been loaded.

### Authority Control Proposal

Robin presented two options:

1. Load authorities from MERLIN (the largest cluster and a cluster with both LC and MESH headings.)
2. Load authorities from all clusters (This would involve extracting authority records from each cluster catalog, sending them to WLN to combine into one file which WLN would dedupe and from which WLN would remove all authorities without cross-references.)

MERLIN'S headings are nearly 18 months out-of-date because MERLIN is waiting for the Automatic Authority Processing product to work, but the load of MERLIN records would not incur any additional charges for MCO. Loading authorities from all clusters would cost \$16,000 the first year and \$6,500 each successive year. There is no money in the budget this fiscal year for this project.

III will provide the software needed to load the authorities and generate the cross-reference for the union catalog at no-charge.

MCDAC approved the concept of loading authority records in the Union Catalog on an annual basis, with the file being static during the year. Robin was asked to pursue having the no-charge III software installed. In discussing which of the two options to pursue, a suggestion was made to investigate the possibility of loading the Washington University cluster authorities for the first year. At the end of the first year, we could decide to use the MERLIN authority records for the reload or to go with the WLN work and load authorities from all clusters.

### Bib Lvl Limiter

MCDAC voted to restore the ability to limit a search by Bib Lvl.

### Change of Label for Status

MCDAC voted to explore changing “Unavailable” to “Unrequestable” for materials which cannot be requested through MOBIUS.

### Online Report Form

Robin presented a draft of a possible online form which staff could use to report errors affecting retrieval. MCDAC will continue to discuss this form and the logistics of getting the form delivered to the right location (not the MCO office)

### **Bridges 856 Policy**

The Committee agreed to modify the Bridges 856 policy to use “free online access” as the public note for sites that are available at no-charge.

### **Minutes**

Minutes of the Nov. 5, 2001 meeting were approved.

Denise proposed a new method of handling minutes. She will post the draft minutes to the Bridges Cataloging Committee ListServ and allow about a week for comments. After the week has passed and suggested changes are made, she will post the minutes on the new MCO WebSite without the word “Draft”

Denise provided a brief demonstration of areas of interest on the new MCO Web Site. She showed the Bridges Cataloging Committee area and the cataloging links which can be found under the Training tab. Denise reported that errors in names of Bridges Cataloging Committee members have been reported.

### **GUICAT Copy Record Icon**

Denise reported that our choices have been sent to MCO which has forwarded them to III. This is still an open order.

### **Distribution Plan for Authority Reports (WLN reports)**

Denise presented a plan for distributing the WLN authority reports. She emphasized that this is not a “hard and fast” plan, but that we would be flexible. People should not feel that they have to do every heading on the reports they are given. Especially in the beginning, if we come across a heading that appears very complicated, we should feel okay setting it aside and moving on to more straightforward headings. We can return to the complicated ones when we feel more experienced or we can bring them to the next Cataloging Committee meeting to ask about or to exchange.

Also, as we are working on a report and come to an area with “special collections” types of headings, we should set them aside and bring them to the next Cataloging Committee meeting where we can give them to a library with expertise in that area. Theological headings would best be done by one of the theological libraries in the group; music headings would be best done by Eden-Webster library.

As libraries finish their piles, the remaining pages will be redistributed. Workloads and staff sizes differ and it is too difficult at this time to take that into account.

Because of current staffing problems, Lindenwood will not be included in the distribution for now.

The distribution proposal for WLN headings is:

6xx Partial Matches and 1xx No Matches: divide by 4 distributing to Fontbonne, Harris-Stowe, Logan and Missouri-Baptist.

After discussion of some of the difficulties with 1xx no matches, the Committee decided to hold off distribution of these until our next meeting. The Committee agreed to the distribution of the 6xx Partial Matches as described above.

1xx, 7xx, and 8xx Partial Matches; 6xx, 7xx, and 8xx No Matches: divide by 5 distributing to Covenant, Kenrick-Glennon, Maryville, and Eden-Webster with Eden-Webster counting as two libraries.

The Committee agreed to this distribution proposal.

The distribution proposal for the MCO headings reports is:

Rotate these reports among Covenant, Kenrick-Glennon, Maryville, and Eden-Webster for the first year. Towards the end of the first year, arrange an authorities workshop after which the rotation could be expanded to others in the cluster.

Harris-Stowe asked to be added to the rotation for the MCO headings reports.

The Committee agreed to this distribution, with the addition of Harris-Stowe.

### Split Headings Report

Mary Ann described what she had discovered in the fifty-two page Split Headings Report from WLN. Eighty to ninety percent of the heading splits are such that the WLN policy of assigning all the new headings to a bib which had the old heading seems to make sense. Many of the splits are splitting actions and doers: i.e. “Nurses and Nursing” becomes “Nurses” and “Nursing”

There are some situations, however, where the WLN policy has resulted in inappropriate headings being added to bib records. For example, the split of “Tournaments” into “Sports Tournaments” and “Tournaments, Medieval” has resulted in a bib for a book on school athletics carrying the subject heading of “Tournaments, Medieval”. Looking at the Split Headings Report also shows that when the split involves a chronological subdivision, some bizarre results occur in the III software, such as

“Drama, Modern -- 19<sup>th</sup> century” split into:

Drama -- 19<sup>th</sup> century

European Drama -- 19<sup>th</sup> century

Drama -- 20<sup>th</sup> century -- 19<sup>th</sup> century

Drama, Modern -- 15<sup>th</sup> and 16<sup>th</sup> centuries -- 19<sup>th</sup> century

Unlike the other reports, the Split Headings report often requires an examination of the item to determine which part(s) of a split are appropriate and which are inappropriate. After discussing how to handle the Split Headings report, it was decided that Mary Ann would send copies of the full report to those libraries who want to see it (Covenant, Eden-Webster, Harris-Stowe, and Logan). Each library will evaluate which headings it considers to be problematic and change the headings for those bibs where it was a holder.

### **Global Updating Demo**

Denise demonstrated use of the Global Updating function in MilCat to update a batch of bib records needing the same heading changed. Global update is available in MilCat and Telnet, but not in GuiCat.

### **Local Authority Records & Other Bridges Authority Standards**

Denise said that the Committee would eventually need to come up with standards for local authority records (authority records which we would create when there was no record available in the OCLC authority file) but she felt we needed more experience in working with authorities before trying to write standards. Likewise, in looking at the Authority standards, policies, and procedures of other clusters, Denise felt that we were too new in the process to be able to draft standards, etc. at this point. The Committee agreed.

### **970 Table of Contents subfield f**

It appears that Bridges did not choose to index subfield f of the 970 tag in the author index. (Subfield f is the authority-controlled form of the name of the author of the title found in subfield t). The Cataloging Committee voted to request the Site Coordinators to see if this could be done. Denise will take this request to Per.

### **Vindication of Harris-Stowe**

Marty Knorr provided printouts from Bridges and OCLC documenting that the bizarre 300 tag found on a Harris-Stowe record during the Authorities Training was not initiated by Harris-Stowe.

### **Call #s vs. Authorities**

Marty provided several examples of how, even though we may work to clean up authorities and have all works by an author under one form of heading, individualized assignment of call #s may disperse the works physically in a library. Discussion followed about the differences between classification, where 050 call #s are informational and suggested as a possibility, as opposed to authorities where there is a prescribed form of entry.

### **Next Meeting Date**

The next meeting of the Cataloging Committee will be Feb. 14<sup>th</sup> from 1:00 to 3:00 p.m. Covenant is the most likely site. The meeting will include some “how to” instructions on working with the authorities.