

## Minutes of Meeting, Jan. 9, 2001

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The LANCE catalog committee addressed issues that had arisen in the email discussion. Stephen Wynn, representative from Truman State University, was named chair; Julie Andresen took notes.

The Committee should prioritize things that need to be fixed in the LANCE database. The first priority should be duplicate reports.

The Committee reviewed the draft home page, and discussed draft standards posted there.

1. Standards for merging bibliographic records in LANCE
  - This standard provides guidelines for resolving the duplicate reports.
  - Because LANCE does not use 690s, reference to 690s should be removed from the standard.
  - Dates may be a problem in deciding whether to merge bibliographic records. The standard should clarify that publication dates should match, though printing dates may differ.
  - The symbol NSD should be added to the order of preference as another example of a national level record.
2. Standard for enhancing 505
  - Catalogers should omit initial articles from an enhanced 505.
  - For common "titles," catalogers should have the option of coding as subfield g or omitting altogether.
3. Standards for adding paperbacks

In cases of doubt, catalogers can refer to OCLC standards.

The information currently on the draft homepage can be sent to MCO as draft documents.