

**SWAN Cataloging Committee Minutes**  
**April 25, 2003, Drury University, 1 p.m.**

Present: Phyllis Holzenberg, Wendy McGrane, Susan Huston, Gwen Gilpin, Linda Henderson, Betty Laflen, Mary Largent, Heather Moulaison, Marilyn McCroskey, Michelle Turvey

Interest was expressed in asking MCO about the possibility of refresher training for authority work. Wendy will look into the possibility and wondered if either Drury or SMSU would be willing to host.

Michelle distributed copies of some of the SMSU documentation for handling authority records and said she would try to get these posted to the committee's portion of the MCO Web site.

Automatic Authority Control Processing (AACP) is still on hold until MCO sees how it works with the next release from III. Release 2003 is slated for late fall (October/November).

Michelle asked everyone if they had received any feedback on clickable location codes and the wording. Clickable location codes are now in use in the MOBIUS catalog. A few at SMSU had expressed interest in re-wording and clarifying the pop-up box. Please check with others to see what they would like to see in terms of wording and send the suggestions to either Michelle or Phyllis.

Gwen mentioned that OTC's Technical Services will be moving in August.

Wendy stated MCO will add a list of each library's director to the MCO site.

Michelle mentioned a cleanup project of unclaimed 856 monographs. A number of publisher links as well as dead links are still in SWAN. SMSU will look at each link individually and email others if there are any questions.

Wendy mentioned that the MERAC (MOBIUS Electronic Resources Advisory Committee) had looked into the possibility of purchasing a link checker but had decided to hold at this time.

Michelle asked whether anyone was using MilCat for their cataloging. Gwen stated she had tried it, but that it was running very slow.

Phyllis then asked Linda to share some of her questions. Linda mentioned that MSSC has noticed a few books coming back without edits (CIP to full) and will run a list to see how many records are involved. Also mentioned were the SMSU zzzzz records (will always be with us as long as Marcive records are received), checking to make sure 891 is displaying as requested, whether or not there had been any additional discussion on

indexing the 086 from both the bib and item record, and how folks are keeping their withdraw statistics.

Linda also mentioned MSSC is having problems with additional links mysteriously being added to their records. She asked that anyone having ideas how to find this field would email her.

Mary told the group how one could print one page at a time as a NetLibrary participant (Drury, SBU, Crowder) and that there is an E-tool kit with helpful information.

Gwen mentioned OTC will be cataloging a number of musical sound recordings in the near future and asked how others classify them. Some class with LCC and others are using local accession numbers.

Linda and Michelle recently worked on another 229 clean-up project.

Finally, Michelle asked those using OCLC's CatExpress if they had any suggestions, tips, as Michelle will be training Shelley at the Forest Institute of Professional Psychology shortly on the software. Betty suggested being careful on the creation of item records. Also suggested was to make sure the record is not in SWAN by OCLC number before sending a record from CatExpress. It is also wise to keep track of the number of records downloaded to make sure everything you need arrives. Finally, it was mentioned that one cannot add and delete records on the same day.

Minutes submitted by M. Turvey

The next meeting will be held at OTC, July 17, 2003, 1 p.m.