

DALNET
Database Standards Committee
Minutes
April 21, 1988

- Members present: Anaclare Evans, Chair, WSU
Helen Ma, DPL
Ann Pogany, OU
Theresa Shen, WCCC
Ann Sargent, UD, attending for the first time. Address information:
Technical Services, Library
University of Detroit
4001 W. McNichols
Detroit, MI 48221
Tel.: 927-1073.
- Guest: Charlene Wecker, WSU/DALNET Librarian
- Member absent: Kathy Donahue Vredevoogd, Botsford Hospital

The meeting was called to order by Anaclare Evans at 9:45 A.M. in the Training Room of WSU Purdy/Kresge Library.

LC Subject Authorities in NOTIS: This is the final document that this Committee will present to the DALNET Board for approval.

OCLC Health Sciences Libraries Users Group Meeting in March: Anaclare attended the meeting and gave the following reports:

- OCLC Quality Control: Adds references to the authority records.
Creates authority records to break conflicts.
Records have 100% revision by LC.
- LC catalogs serials titles and their related authority records directly onto OCLC.
- Karen Markey was the keynote speaker whose topic was Online subject access. She suggested adding terms from the table of contents and index as subject access.
- OCLC update: M220 terminals: These dumb terminals cost around \$700 and have no downloading capability. Can be used in a stand alone situation such as reference searching on OCLC. However, since they do not have transfer ports, they can not be used for data entry with a local automated system.
Computer based ILL training available for \$40.00.
OCLC is planning the windowing capability which would allow transferring bib records and authority records at the same time.
Online reference searching of OCLC database: Has keyword and Boolean, subject ranging, printing and downloading capabilities. Updated daily. The increased capabilities might make the previously unsearchable records easier to retrieve.
- MESH will be available in MARC format this summer (2 years ahead of schedule).
NLM is moving from the current pre-MARC format to a MARC-based format.
- LC updates: New consolidated AACRII with all the changes incorporated will be coming out in hardback, softback and looseleaf editions.
There will be 2 major changes:
Qualifier to British place names will revert to country, such as England, Scotland, etc.
Pseudonyms: Will expand multiple name headings.
We need to watch for changes and how they are implemented.
Rules-based Expert System is under study to do authority work.
New MARC format will be issued at end of 1988 which will combine

all MARC formats into one. Implementation date by LC or bibliographic utilities is unknown. Codes and tags will be merged. 740 will be replaced by 246, etc.

Will try to resolve hardcopy and microform issue.

NLM wants to use hardcopy record, and treat micro as added copy.

LC wants to use the record input first as cataloging record and treat the later format as added copy.

Automated cleanup: OCLC is deleting dup records.

Machine cataloging with little human intervention: Under study but not yet perfected. It can do a lot except for description of books since the machine cannot always interpret title page intelligently.

- MESH: Uses annual update system. Supplements are usually 1 page of headings issued periodically.

Authority Workflow Change Proposal: The proposed changes include:

- Certain member records not be revised by WSU once the training period is over and the review process establishes the members accuracy in creating records.
- If not validating a record, it is only necessary to add 040 field symbol and not necessary to add 690 information.
- Members can start following the new procedures immediately.

Cataloging on NOTIS - Copy Holdings Records - #c vs ";" in the Call Number:

It is the correct MARC format procedure to use #c to separate segments of call numbers. However, this practice causes problems when printing labels since it displays call numbers in one line. It is suggested that should a library want to use NOTIS to print labels, then use ; to separate the call number segments.

Terminal Wipes: A special pre-moistened disposable cloth used to clean the terminal screens. Dry with soft cloth afterwards. Can be purchased from computer supply stores such as Inmac.

Memorandum: Anaclare went over this document with the committee which was presented to the Technical Services Head of WSU. During the discussion, Anaclare also offered the following suggestions:

- Catalogers should know acquisition codes to help them upgrade order records to cataloging ones correctly.
- Circulation: Do not implement internal charges except for bindery when sending a book to Technical Services. Use the facility of Temporary Location instead. This is done to avoid generating overdue notice should the Technical Service Unit keep the book longer than the allowed circulation period.
- NOTIS is working on enhancement to make "Provisional Record" NOT available in the public mode.
- New headings list will be generated for headings on provisional records also. Members can elect to delay creating authority records for them until the record is upgraded to cataloging record. The new headings list will only include name and series headings (not subject ones) for provisional records.
- Should look into the possibility of loading vendor tapes for acquisition/ approval programs as order records. The items not accepted can be deleted online. WSU selects only LC, NLM and some British records.
- Minimal level records: Should study and determine on how much authority work is to be done.
- Uniform titles: We need consistency in DALNET database. How to clean up?
- Authority records for foreign headings: DALNET members might have to share responsibility.

- Headings used for both name or titles and subjects: When Merged Heading Project is implemented, we need to resolve the authority record problems for these headings.

Name/Series Authority Policy: Anaclare went through the draft document with the committee. No changes were made. However, the members were urged to take the draft back to their institution for discussion and appraisal.

Minimum Level Cataloging: Theresa shared with the committee the 2 documents she prepared on LC's practice of MLC for monographs and serials.

Charlene Wecker:

- "GLOB": There are three techniques to do "GLOB" authority record changes on NOTIS.
 1. Performed by catalogers or terminal operators: Manually change lxx to 4xx or vice versa.
 - 2 & 3: Done by programming only. Ana Fidler is looking at these now which deal with entire strings or inbedded headings.GLOB for names and series will be available shortly.
- New authority service by BNA - "MAIL": Similar service to the one offered by UTLAS.

Procedure: BNA keeps the institution's authority records online (DALNET as one)
Runs LC updates against the institution's authority file.
Provides authority records for headings which were previously no-matches.
Lists authority record changes for headings which were in the institution's file.
Upgrades minimal records to full authority records should the inst. select the minimal record option.

DALNET should discuss whether we want this service. Check with each institution's administration. Charlene will investigate the cost for service.
- Joint authority project by DPL, OU and WCCC: Lawyers for WSU request that the libraries estimate the number of records which will be included in the BNA report feature so a tighter contract can be drawn. After much discussion, the following is the result: DPL: 2%; OU: 3%; WCCC: 1%.
It is agreed that when this product comes, there will be duplicate records and records with conflict with the ones already in DALNET authority database.

LC Updates - Additions:

- LC is putting terminals at each cataloger's station.
- LC is experimenting with having a small group of catalogers doing descriptive and subject cataloging together.

Next Meeting: Wednesday, May 18, 1988 at 1:30 P.M.; Training Room of WSU Purdy Library.

Agenda: Name/Series Authority Policy
Minimal Level Cataloging

The meeting adjourned at 1:05 P.M.

Submitted by Helen Ma