

**UHLS
DATABASE MAINTENANCE ADVISORY COUNCIL**

MINUTES

Monday, October 27, 2003, 9:00 a.m.

Attendees: Lisa Bouchard (BETH), Geoffrey Kirkpatrick (BETH), Lisa Pitkin (GUIL), Barbara Kubli (STEP), Carol Reppard (TROY), Peg Mello (COLN), Jane Minotti (SNLK), Debbie Canzano (COHS), Peg Alaxanian (WTVT), Julie Stump (VOOR), Mary Coon (APLM), Mary Ellen Bena (UHLS), Rob Carle (UHLS), Carol Lagassi (CDLC), Phil Ritter (UHLS).

P. Ritter called the meeting to order at 9:00 a.m. and thanked everyone for attending. He asked for corrections or additions to the minutes of the meeting of September 18, 2003. Hearing none, he declared those minutes approved as written.

A discussion ensued regarding Z39.50 and its usefulness in the searching for MARC records and the cataloging of materials. It was noted that all the functions are now working in Horizon 7.3, but the tool itself is still clunky and cumbersome. The consensus was that Z39.50 is not a cataloging tool, only a searching tool. There is definitely a need for better access to databases and to MARC records. It was agreed that we should look into all possible options and solutions as well as talk with vendors. It was suggested that we explore the possibility of importing records from Baker and Taylor, since most of our libraries purchase books from that company.

ACTION: B. Kubli moved and P. Mello seconded that the Database Maintenance Advisory Council recommend to the Automated Services Committee that they investigate alternative methods and sources for good MARC records. The motion received unanimous approval.

The Sub-Committee reported on its work, noting that they had prepared drafts of the standards and procedures for *Linking Items* and *Newcat Records*. These documents are just the beginning of a Standards and Procedures Manual for cataloging and adding items to the UHLS database. Everyone was urged to share forms, etc. Authority control was mentioned as a critical problem, and it was suggested that the best options for cleaning up the database should be explored.

ACTION: C. Reppard moved and B. Kubli seconded that the Database Maintenance Advisory Council recommend to the Automated Services Committee that the authority file cleanup be done as soon as possible. The motion received unanimous approval.

A question was raised about *Last Copy Delete* and the need to purge the obsolete records from the database. It was reported that Rawdon Cheng is working on this with Dynix and that a script is being written to do what is needed.

A question was raised about *Graphic Novels* and how everyone is handling them when they are adult items. The consensus was that they should be put under the appropriate call number. There was a suggestion that we may need a new collection code.

There was no other business.

The next meeting was scheduled for Monday, December 1, 2003, at 9:00 a.m. in the Meeting Room at UHLS.

The meeting was adjourned at 10:45 a.m.