

Database Maintenance Advisory Council

January 5, 2005

ATTENDEES: Mary Ellen Bena, Lisa Bouchard, Rob Carle, Sue Dague, Geoffrey Kirkpatrick, Carol Lagasse (CDLC), Peggy Mello, Lisa Pitkin, Carol Reppard, Julie Stump, Joe Thornton

MINUTES FROM DECEMBER, 2004 MEETING: The meeting began at 9:30. The minutes of the previous meeting were approved without discussion.

BEHAVIOR OF REQUESTS DURING BIB MERGES: Geoff explained that merged bib records do not merge requests correctly, but “zipper” the request dates instead of sorting them chronologically. The problem is “not horrible” but Geoff wants to know if others have seen the same behavior and, if so, if we should ask Dynix about custom programming to fix it. Mary Ellen said that everyone should use the Newcat Overlay profile when merging, which has to be configured in each stafpac client. Rob will check to see if the bad behavior can be fixed with a change to the profile.

DATABASE QUALITY: UHLS wrote a script to display the previous week’s new bib records, and Mary Ellen volunteered to examine them all and correct any mistakes found. Since there were 800+ records found by the script the first time it was run, Mary Ellen’s offer seems too generous and actually impossible, so Joe asked that she just look them over for now to try to get a sense of what the most common errors are and who’s making them.

Rob asked everyone to email problems to him, with the bib# in the subject line. Mary Ellen will correct all mistakes reported this way and Rob will notify the perpetrating libraries of the errors.

All agreed that the omission of a needed 245\$h is the most common error. Sue Dague said that she printed out the “245 chart” and put it on workstations, so the required fields are always in front of the catalogers.

Lisa Pitkin said that if UHLS gives the go-ahead to overlay existing bib records with Baker & Taylor records then things will be better. The potential downside is that B&T records possibly will overlay superior OCLC records. However, the B&T records are not bad at all, and we can always re-import the OCLC records at no charge. Carol Lagasse suggested that we check to see if it’s possible to look for an OCLC number in the existing record, and skip the overlay if one exists. UHLS will look into this.

Lisa and GUIL are also looking into using BWI, another vendor that does electronic ordering using EDIFACT. BWI says that they provide OCLC records at \$0.59 each, a little more than half the price that OCLC charges.

Joe said that we should wait for Dynix's response to our question about fine-tuning the import process before we decide to always overlay existing bib records on import.

Lisa reported on GUIL's progress with Acquisitions. They're using workslips now, which is good, but they still have to "receive" electronic invoices for money to go into the "spent" column, which is bad.

TRAINING: Should we (the Database Maintenance Advisory Council) mentor small libraries in cataloging practices, or keep the status quo, in which almost full responsibility falls to Rob? Rob said (and Joe agrees completely) that he could handle it alone, through workshops and personal training. Joe asked if we have specific evidence of recurring problems. Rob said that if we do it should be brought to his attention so he can address it. He also said that the small libraries do not cause most of the problems. He pointed out that the small libraries are willing to attend the upcoming workshop and that they are interested in learning and improving. Rob's view is that we should be more concerned with the large libraries, since they're the ones doing most of the cataloging.

Rob suggested that catalogers devote some of the time they've saved with CatExpress to editing records after they've been imported into Horizon.

Joe asked if people would be interested in helping Mary Ellen review the 800+ bib records that are added each week. Understandably, no one has time.

The decision is: no we will not mentor. That will remain Rob's responsibility, and we will all make an effort to send him problem records so he can better determine the sources of errors.

Lisa mentioned that SMART – the technical services section of NYLA – will recommend mentors for anyone (NYLA members or not) who asks.

AUTHORITY CONTROL: We all agree that sending the database out for authority cleanup would be a good idea, but the cost (~\$31 000) is the holdup. Lisa Pitkin asked if we should consider a grant, and Sue Dague suggested using library interns to clean up the database manually. Carol Lagasse informed us that the intern recently employed by CDLC was excellent, but that SUNY wants interns to have a real-world working experience, and not be limited to a single task such as cleanup.

Carol Reppard asked how SELCO does authority cleanup and Mary Ellen said that they do it in house. (Since SELCO comes up at almost every meeting, Joe asked if it would be

useful to meet with them. After being told that SELCO is in Minnesota, Joe withdrew the question.)

Mary Ellen said that libraries typically do authority cleanup every five years, and we're overdue. The consensus of the council is to look into employing an intern to do manual authority cleanup.

CATALOGING WORKSHOP: Rob described the Cataloging Workshop to be held on January 26. He would like linkers and CatExpress users to attend, but everyone is welcome. The workshop will cover the basics, with an emphasis on the 245\$h and 300 MARC fields.

MISCELLANEOUS: Julie asked about withdrawn items and bib records with no items attached: specifically, are they being deleted? Joe will check with Rawdon, who has had trouble with the deletion scripts since the last Horizon upgrade.

The next meeting is scheduled for February 16, 2005 at 9:30 at UHLS.