

Database Maintenance Advisory Council

January 23, 2008

Attendees: Lisa Bouchard, Rob Carle, Mary Coon, Sue Dague, Deidre Lisio, Peggy Mello, Lisa Pitkin, Joe Thornton, Candy Wilson

Minutes of the November 28 meeting: Approved without discussion.

Wiki: Rob guided us through the next section (Section III - Creating On Order Records) of the UHLS Cataloging Standards and Procedures wiki:

http://www.uhls.org/wiki/index.php?title=UHLS_Cataloging_Standards_and_Procedures

- We made some changes to the *How to create an On Order bibliographic record* page.
- Rob will copy the section on relinking item records from the *Training* wiki to the *Manual* wiki.
- Mary will draft a paragraph for the *Merging Bibliographic Records* section and send it to Rob for inclusion. We'll look at this draft as a group at our next meeting.
- We will continue to edit wiki pages at all future meetings. Rob will print the *Cataloging* wiki for anyone who needs it in hardcopy.

Subject Headings: Joe reported that ASC approved our recommendation to require that all bib records contain at least one subject heading. There was no discussion about this.

Serials summary holdings. There's a discrepancy between some summary holdings statements and their related item call numbers. How should we keep them consistent? UHLS rewrote the *Serials Summary Holdings* report on the web reports page (<https://horizon.uhls.lib.ny.us/reports/>). It now shows the call number field of the copy record's related item record, so discrepancies can be spotted. UHLS will correct these discrepancies, but the libraries must notify us of any changes to their serials subscriptions.

Search list order: Peggy had asked:

Can we discuss the order of the items in the search list of Horizon? Could we put UPC Browse Exact and Dewey Call Number search higher up in the list? It would be really nice to have the UPC Browse Exact directly after ISBN and Dewey Call Number to follow.

Everyone thought that that suggestion was fine, and Rob will make the change.

Also, Rob reminded everyone that he will customize anyone's view in the Horizon client (stafpac) if asked.

Authority control stats: Joe distributed a document with the following statistics from our recent authority control job:

```
325,274 No change Auth Recs
  116 Deleted Auth Recs
21,280 New Auth Recs
  861 Revised Auth Recs - 1XX major change
  128 Revised Auth Recs - "100" tag general to specific change
   38 Revised Auth Recs - 1XX cap/space/punc/dicrit change
    0 Revised Auth Recs - 1XX non-title indicator 2 change
 5,132 Revised Auth Recs - 1XX same

23,668 new/revised Name      auth recs  Added: 3130  Overlaid: 20538
 3,679 new/revised Subject  auth recs  Added: 1324  Overlaid:  2355
    6 new/revised Juvenile  auth recs  Added:    2  Overlaid:    4
   86 new/revised Genre     auth recs  Added:   71  Overlaid:   15
```

```
Bib Records processed: 23919
Bibs added:           0
Bibs overlaid:       23883
```

No discussion followed.

Series: Sue asked how others handle records that come with a 490 field. "Do we change it to a 440?" Deidre: "We do." Joe asked if it would be useful to have a report that shows records that have a 490, or records that have a 440 but no 800, or other combinations of those fields. Consensus: "No thanks. Not at this time."

Serials Title Changes: Sue asked how to handle a title change (*Alternative Medicine* => *Natural Solutions*). Rob showed where Maggie Horn's notes on this procedure are located on the wiki.

Lost items with attached fines: We discussed how to handle items that have been lost for a long time, but for which patrons have been fined. Circulation staff usually wants to keep the records to help them collect the fines. Catalogers would like the lost items to be deleted because they clutter the catalog needlessly. They can be made "staff-only" so they don't appear in the HIP, but they will continue to show up in stafpac. This is a question for ASC, and Joe will bring it there.

FRBR & RDA workshop: John Myers of Union College is giving a workshop in Binghamton in February on *FRBR & RDA Explored and Explained – the Shape of Things to Come in Library Cataloging Code*. We're very interested in the topic but think it would be worthwhile to ask John to reprise the workshop at UHLS. Joe will contact him.

Next meeting: February 20, 2008 at 9:30 at UHLS