

Database Maintenance Advisory Council

March 2, 2004

ATTENDEES: Mary Ellen Bena, Lisa Bouchard, Rob Carle, Mary Coon, Mary Fellows, Barbara Kendall, Geoff Kirkpatrick, Barbara Kubli, Peggy Mello, Lisa Pitkin, Sue Rahn (CDLC), Julie Stump, Joe Thornton

MINUTES FROM JANUARY 20, 2004 MEETING: The meeting began at 9:00 and the minutes from the previous meeting were approved without comment.

520 FIELD (an annotation or a brief summary of the title): Mary Fellows proposed that we recommend to ASC that catalogers search for records with a 520 field when adding new children's or teen material to the catalog, and add a 520 when modifying existing records of that type. Lisa Pitkin said that we should stress the importance of the 520 to catalogers and directors, but make it optional to add, due to the constraints on catalogers' time. Lisa also said that we might want to write a grant to have records enriched by a paid service. Barbara pointed out that the whole purpose of cataloging is to provide access to our collections, and that the 520 could be a significant aid. She said that searchers use general keyword and not subjects, and asked where the 520 information would come from. Mary Ellen replied that publishers' web sites, Amazon, and other sources can be used to obtain 520 data, but that it would take twice as long to catalog an item. She also said that LC is not doing a good job – no subject headings, no 520s. Joe will draft a recommendation for ASC, send it to the Database Maintenance Advisory Council for approval, then send it to ASC (with a copy to the directors). Geoff suggested that the Youth Services Advisory Council could also make a recommendation about the 520.

ITEM SPECIFIC REQUEST: Since our last meeting we determined that Dynix will need to perform custom programming to add the pop-up window with a clear explanation of the purpose of the Item Specific Request button. Dynix estimates that this will take eight hours of programming (we have 13.5 days of unused programming remaining on our contract). Also, the Database Subcommittee produced a cataloging standard for the enumeration field in item records. We will recommend to ASC that Dynix do the required programming, and that catalogers adhere to the new standard developed by the Database Subcommittee.

SOURCE OF MARC RECORDS: Mary Ellen, Rob, and Joe attended a meeting with Nylink to discuss OCLC's database, tools, and membership options. Mary Ellen said that full membership is best, but not necessary for us, since we don't need much training, among other reasons. Rob reported on his lack of success in getting replies (satisfactory or otherwise) from other vendors, such as CopyCat. He has talked with LibCorp, Baker & Taylor, among others, and finds OCLC clearly superior to them all in every category except price. Lisa noted that OCLC is best but not perfect (no record source is), and that

records will still need enhancements. Also, we still need to address database cleanup and authority control. We discussed making a recommendation that catalogers use other, free tools first, and OCLC only as a last resort, in order to keep costs down. In addition to the difficulties we would probably have in controlling the equitable use of good and bad tools, Geoff pointed out that it's probably more cost effective to use one great tool to get very good records than to use a combination of good and bad tools to get good and bad records. The extra cost of OCLC would be offset by the savings in staff time. We agreed unanimously that we will recommend to ASC that we select OCLC as our source of MARC records.

520 FIELD (Part II): After deciding to recommend OCLC, which is probably the best source of records with 520's, we returned to that subject. Julie asked if we could use an intern to add 520's to existing records. Mary said that an intern would be good for a short term but not on a permanent basis. Peggy asked if children's and teen books are so different than adult material that they require special treatment. Mary Ellen replied that cataloging of adult material is better. Sue Rahn reported that LC made a policy decision not to add 520's to Juvenile nonfiction books. Geoff asked if the 520 is more important than subject headings, and said that both are used in keyword searches. Barbara Kubli said that you can't require libraries to do anything, and Mary Fellows answered that we could use the same wording as used in other important policy recommendations, to encourage strongly, without requiring, the acceptance of the recommendation. Lisa said that if we were to vote now, she would have to vote against it due to the abundance of work and shortage of staff that our libraries are dealing with. Mary Coon said that the project is important, but the directors would need to make it happen. Joe will draft a recommendation and, if it's acceptable to this advisory council, present it to ASC. Mary Fellows will ask some Youth Services people to attend that ASC meeting, and to make their own recommendation at that time.

REPORT OF SUBCOMMITTEE ON STANDARDS FOR CATALOGING: Rob reported on the work of the Database Subcommittee, showed a list of MARC fields that the subcommittee has covered, and thanked the subcommittee and CDLC for their hard work. Lisa said that the manual the subcommittee is compiling will work at different levels – clerk and expert. Peggy said that newcats are the biggest problem and that we need Rob to start out talking to libraries about newcats.

The meeting adjourned at 10:50.

The next meeting is scheduled for **Tuesday, April 20, 2004 at 9:00 AM at UHLS.**