

## Database Maintenance Advisory Council

October 22, 2010

**Attendees:** Lisa Bouchard (BETH), Rob Carle (UHLS), Mary Coon (APLM), Sue Dague (EGRN), Deidre Lisio (APLM), Lisa Pitkin (GUIL), Carol Reppard (TROY), Julie Stump (VOOR), Joe Thornton (UHLS)

UHLS Executive Director Tim Burke joined us for the first forty five minutes. Amanda Chiplock (WTVT) joined us for the RDA webinar after the meeting.

**MARC records for e-books?:** Mary Trev Thomas asked through email if we had plans to import MARC records for the 15,000+ Project Gutenberg titles that are now available as part of our OverDrive subscription. The discussion included these comments and suggestions:

- Mary said that she always starts at the OverDrive site and not Horizon, and so doesn't think MARC records are needed.
- Lisa P suggested that UHLS produce a flyer to inform patrons of the availability of the titles and the method to access them.
- We could create a single MARC record with 245 = Project Gutenberg Collection; 246 = Gutenberg Collection; 520 = [some description]; 856\$u = URL of the "Project Gutenberg" section of the OverDrive website.
- We'll check OCLC for "Project Gutenberg" records.
- UHLS will explore the possibility of creating an enormous MARC record that contains the titles of the entire OverDrive Gutenberg collection, plus an 856\$u link to the Gutenberg section of the OverDrive website.

**245\$h:** Lisa P asked if it's possible to run a regular report to correct the format subfield (245\$h) on newly imported records. Joe reminded Lisa of the discussion they had in April 2007 on this topic, the result of which was agreement that a program couldn't do the job, and that human examination of each record is necessary. We reviewed the *Subfield\_h Report* on the Ad Hoc Reports page (<http://horizon.uhls.lib.ny.us/reports/>) and agreed that with some adjustments it could be used by catalogers to examine and fix their own 245\$h fields.

**Improper author headings in acquisition and brief on-order records:** Sue brought some examples of improper authority headings, which led to the following recommendations:

- Joe will email everyone to remind them to use Ctrl-b to browse authority records when editing MARC records.
- Carol pointed out that there are two valid authority records for “The Killers.” Consensus was to use the record with most items attached.
- There are several variations of “Musical group.” Agreed that Rob should merge all into “Musical group.”
- Similar issue with “Documentary Films.” Rob will go to VOOR to work with Julie on these.

**Merging duplicate bib records with holds on both:** Sue pointed out that she’s finding records that have not been merged properly (Transfer Request Queue, then merge bibs). Rob will send a reminder to everyone about the proper procedure.

**“Large print” records:** Sue reported that she’s seeing errors with these as well. The *Subfield\_h Report* described above may help us find and correct these errors.

**Series heading for the same title in print and audio formats:** Sue asked if these should be the same. Consensus: Add series statements in audiobook records for both audio series and book series.

**Updating serials holdings in Horizon and OCLC:** Sue (echoing the ILL Advisory Council) asked how this is being done. Answer:

Horizon:

- If you use the Horizon Serials Module (COHS, EGRN, NGRN, VOOR), your holdings are updated automatically in Horizon and you don't have to do anything else.
- If you've been sending holdings updates to Rob (possibly BERN, BRUN, GUIL, TROY) then you're probably up to date and don't need to do anything else.
- Everyone else should send a description (titles, holdings statements) of your serials to Rob at your earliest convenience, and Rob will update Horizon. You can send the descriptions in any format you want, but you might want to print out and mark up a "Serials Summary Holdings" report for your library. You can run this report on the Ad Hoc Reports page (<http://horizon.uhls.lib.ny.us/reports/>).

OCLC:

Marie Noonan at CDLC will use the "Serials Summary Holdings" report on the UHLS Ad Hoc Reports page to update our holdings in OCLC's database. She will do this on request, so whenever your holdings change please let Rob know and he'll update Horizon if necessary and then notify Marie.

**Z39.50 – what's working, what's not:** Rob tested our Z39.50 sites before the meeting and reported on which ones are currently working and which are not. Deidre asked if we can get BCCLS working again, and Rob will try. Carol asked for the ZCF files and Rob reminded us that they're on the UHLS FTP server (<ftp.uhls.org>) in the /Horizon/Cataloging/zcf/ folder.

**How long do catalogers wait for a bib record to appear in OCLC before creating their own?:** This question came from Lisa Bouchard. Mary said that she has a pile of new items with no available records, and keeps checking. If a new record doesn't appear, she makes one. How quickly she does this depends on whether or not the item has reserves on it. Lisa does this, too, and so, it seems, does everyone else.

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**RDA:** We stayed to participate in a webinar on RDA (Resource Description and Access) from 12:00 – 1:00. It was clear from the webinar that the deployment of RDA is not imminent, but that we should continue to familiarize ourselves with it. Joe reported that he spoke with John Myers of Union College about his views on the timing of RDA, and to ask that he put UHLS on the list of systems that would be interested in his RDA workshop if he revives it.