

Cataloging Advisory Council -Thursday 12/3 at 9:30 in the large meeting room at UHLS.

(Action items in red)

Present: Lisa Bouchard (BETH), Laurie Burns (TROY), Rob Carle (UHLS), Sue Dague (EGRN), Sue Hoadley (WSTR), Peg Mello (COLN), Jendy Murphy (APL), Jen Murtha (VOOR), Lisa Pitkin (GUIL), Catherine Stollar Peters (BETH), Joe Thornton (UHLS)

Decision Center:

- Data has not been loaded completely or sorted correctly. Catherine articulated that we also need a way to diagnose what has been loaded in order to test if it is correct.
 - Joe will request a reload of our data into Decision Center, and also a method for us to check accuracy in Decision Center, such as adding the ability to see total items for each location code.
 - Joe will ask for more training in Decision Center, in addition to the 2-hour training video.
- Joe's request for III to change default from Itype analysis to Location Code analysis has been done.
- Phil Berardi at Guilderland is a knowledgeable resource also.

DVDs from Midwest: *-Foreign films sometimes have call numbers reflecting their foreign language title, other times reflecting the English translated title. This can lead to difficulties finding them for patrons or the pull list. Which should it be?*

- Guilderland goes with the most prominent title on the case itself. EGR agrees – we typically catalog from the item in hand. Can flip the a and b subfields within the 245 to match the physical item.
 - Enhancement request will be made for Encore and Checkout to make the 245 the first to show up, not the first title field. (240 or 130, for example.) This will be a Sierra decision based on all users of Sierra.

Counting 'withdrawn items' in the monthly reports.

- Monthly reports – Item Holdings report. Joe's method of using the collection size from the previous month, plus items added, minus the current collection size, to determine the withdrawn (really deleted) items is getting some negative numbers. Why?
- Discussion about withdrawal/suppress and deleting.
 - Joe will rewrite his Total Items to exclude statuses of withdrawn, On-Order and Online. At the end of the year, he will compare the Horizon annual numbers for Total items and compare to Sierra Total items. Rob has been exporting data to Excel for the Withdrawn items he has deleted, so he can also share that with member libraries.

On-the-Fly Records:

- Discussion about how different libraries handle them, whether and when they should be relinked or deleted.

Location code request:

- http://reports.uhls.org/reports/staff_only/location_code_request.html
- Takes about a week
- Not recommended/practical to remove old unused location codes.
- Joe's map for broad Categories is included in Location Code report.
http://reports.uhls.org/reports/location_codes.html

RDA Toolkit

- Can we investigate getting it (if not already available through Sierra) for cataloging?
 - Joe will investigate. He'll see what it costs.

Recycling of books (and paper)

- Better World Books
- Green Fibre – for recycling paper. Company left NYS.
- Cascade. But library doesn't get paid.
 - Jendy will survey UHLS about BWB, and share back with group.

Serials – merging

- Discussion. Serials are complicated. Should they be merged for all libraries, and by UHLS only, or by whichever member library finds them?
 - Everyone should merge them when found.
 - UHLS will communicate to the Database list about the proper protocol for using serial records rather than monographs. He will also indicate where this (and other) protocols can be found on the UHLS site.

Statuses that actually show all available items –

- - Available
- ! Hold Shelf
- T Transit

Modifying a group of items

- In the summary view of a bib record, you can highlight/select several items, then from top toolbar's Edit drop down, select Modify Group, where you change each item easily.

Next meeting:

- Date: Thursday, ??? – **Joe will find a date and let us know.**
- We will go over Old Business first thing.

Some suggested items for next meeting agenda (from jendy):

- Internal Use Count
- Where can we see full info on loan parameters, including grace period and patron types, etc.?
- Training/instructions for using Z39.50? Overlay, making side by side, etc?

Reminders from Joe to UHLS users:

Everyone is welcome to attend the advisory council meetings, although the discussions are often very detailed and not always of general interest. If you just want to be on the Cataloging mailing list just reply to this email and ask. That way you'll see the agenda before each meeting and can decide whether or not to attend.

Advisory Council web pages (e.g. http://www.uhls.org/database_maintenance_ac.asp) so you can see the meeting notes.

Automation Services blog (<http://blogs.uhls.org/automation>) and you can keep up to date with Sierra developments there, too. On the blog's home page there's a SUBSCRIBE2 link that you can use to receive email whenever the blog is updated.