

Cataloging AC Minutes 8/1/19

Present: Stephanie Anderson (APL), Lisa Bouchard (BETH), Rob Carle (UHLS), Sue Dague (EGRN), Xiao-Fe Li (APLM), Joe Nash (COLN), Heather Nelson (GUIL), Lisa Pitkin (GUIL), Catherine Stollar Peters (BETH), Lisa Thomas (BETH), Joe Thornton (UHLS)

1. Question for the group: would it be possible to have a separate meeting to talk about Foreign Film DVD cataloging standards? I am working on updating APL's Cataloging Training Materials and I can not find consistent examples of how Foreign DVDs are cataloged across the system. I do not think this is something the committee needs to take time discussing, but if a smaller group of us could meet to talk some things over, I think this would be helpful. (Stephanie)

GUIL has a World Cinema DVD collection. Name of Language at beginning. (3 letter code)
No articles used in film titles for spine label. Go by main title on case or liner.
International collection for catch all.

APL has foreign sticker on item.

Add added title in 246 if parallel title.

EGRN uses english title in 245. Then = foreign language title. Shelve under English title.
246 title in original language. Majority of titles in our catalog are in English title.

Consistency is most important no matter what we choose.

2. Revisit Material Type for Vox book & Wonderbook -- I like Catherine's suggestion of Audio Enabled Reader. Now that we have both, Xiaofei and I do see the need to adjust the Material Type.

UHLS - Please change p material type to Audio Enabled Book

-- are BETH and VOOR lending out the charging cables? or just the books, the record includes the cable and APL is not lending those currently. (Stephanie)

BETH does not circulate item with chargers

BETH and APL add records from Findaway (Wonderbook) and Library Ideas (Vox) using MarcEdit and Data Exchange.

Items are requestable and can be sent to other libraries if requested.

3. iType project-- when are we getting back to this? With the launch of the UHLS MyCard, I noticed that a lot of no-longer used APL item types were on the list and I would be

happy to meet to talk about getting rid of them, if that would help decrease confusion in the long run (Stephanie)

AAC has been trying to provide suggestions to reduce the number of item types. MyCard project allowed simplification of DVDs for Juvenile materials to all convert to video instead of DVD, Video and Blu-ray.

Joe will work to update spreadsheet again to comb through again and review item types that can be removed

4. Instead of iTypes for Library of Things, can there just be a Material Type: Library of Things and a Location code for Library of Things? This way, when Circ Staff see a non-corresponding iType, it is still clear that the item is part of the LoT collection. For example: a Guitar, if the location code, material type and OPAC note say LoT, Circ Staff wouldn't be confused when they see the iType is Museum Pass; the Guitar just happens to circ for 7 days, non-RQ, no Renewals.

Won't work because all Library of Things don't circulate the same way.

What item types to use? These use the equipment term in 119, 120, 147, 148, 149,

Possibly change item types 119, 120 to Library of Things instead of Equipment (future discussion)

More and more items are circulating in libraries.

Library of Things are a marketing tool for libraries.

Item type only shows to staff.

Action item: Agenda item at next meeting. What iType labels for Library of Things items?

-- otherwise, we are going to need a range of circulation standards for LoT and a whole new range of iTypes, which runs counter to wanting to clean up the itype situation.

Also --Librarians at APL have been asking for LoT to go to "Billed" immediately after an item is Overdue, no grace period, no waiting 14-30 days in Overdue status before going to "Billed." Thoughts??? (Stephanie)

Joe can set up billing time changes in loan rule.

Location codes are assigned by location, so however the library chooses to create it is perfectly fine.

5. Update: CLS with B&T for Audiobooks is not going smoothly ... so far, they have not been able to get us an Item Record, only a Bib record and an incomplete Order Record. I think we are having a miscommunication based on Sierra and what they need to have in the load tables. More to update on this next month after Test Item #3 arrives. Based on this, I will be able to tell if I want to move forward with B&T handling more of APL's processing, but if they can not get it right, it is not really cost-effective. (Stephanie)

Look at load table again and the information encoded in the 949 field in their MARC import

Joe and Rob can help conversation with Baker and Taylor technical staff.

6. APL has implemented Centralized Ordering as of July 1. If you see items that are not "On Order" in Sierra as quickly as you are used to seeing, it is because there are now only 7 people ordering materials for APL, instead of 42. (Stephanie)

Discussion of ordering centrally. Prepub ordered early. Notification lists through Ingram. Children's series in mostly automated now.

Stephanie notes Ingram interface is very usable.

Ingram is cost effective and allows you to edit subscription carts through the interface.

7. APL is doing an inventory. I need advice selecting decent parameters for the Template in Create Lists as well as the Export Template.

Work will happen over the course of 4 Sundays in August -- just as Wash Ave Adult and AV collections

Once scanned, it generates an Inventory Date in the Item Record

A report will be run each Monday, and items that are "Available" but have NO Inventory date, will get marked as Missing

The problem:

I know I need more data in the export -- the staff will be marking down call number ranges, so I can set Location Codes as a parameter

I know that I need to set a date range, but am not sure how to set that best, and will need to alter the template each week to put in a new date range?

Setting the parameters in Create Lists is still hard for me, so I want some advice on how to create a report where I do not accidentally mark half Wash Ave's items as Missing. (Stephanie)

Discuss with Phil B. at GUIL using circa device and doing inventory. GUIL bought a new

device. APL bought devices to inventory items. Generates inventory date on item.

Available "status" means it can circulate: Available status and Checkout Date does not exist will note an item is on the shelf.

EGRN also discussed inventory

UHLS can visit APL and provided Create List guidance.

Stephanie can send specifications of scanning tool and inventory app to Cataloging.

New discussion:

OCLC update:

Seems to be working ok using Express tab. Please do not download files .

Can still use advanced interface using previous tab.

Reminder: we have unlimited downloads.

Can still important records to WorldCat if needed (through UHLS)

Holdings information in WorldCat are out of date. VUE requests come through UHLS.

Individual libraries can work to update holdings if needed.

We usually get 20,000 records from OCLC. Less expensive cost to go to unlimited and full membership and CatExpress was no longer available. Baseline number of 15,000 items not changeable in OCLC.

2004 collection analysis project at EGRN outdated holdings information. Most libraries have their own OCLC symbol for ILL. Joe will check with OCLC to see if we can send OCLC numbers to OCLC to remove symbol from holdings we have deleted.

If importing new records. Please be aware of ISBN overlays. If you have to reimport records that were overlaid--remove (and then replace) ISBN from original record.

Next meeting September 5, 2019.

Agenda item: discuss who will take minutes.