

Cataloging AC Minutes 4/6/2023 (online)

Present: Phil Berardi (BETH), Rob Carle (UHLS), Anne Coletta (BETH), Sue Dague (EGRN), Jane Feeney (BETH), Pam Jacobson (SNLK), Xiaofei Li (APL), Edra Nehme (BETH), Lisa Thomas (BETH), Joe Thornton (UHLS)

1. Update the [Cataloging manual](#) - [0XX](#) and [1XX](#)

Discussion:

- Rob asked III if subfield z is indexed. Answer: Yes, it's used as a match point for overlaying records.
- Rob: "So should we remove unnecessary ISBNs?"
- Sue said that her previous reluctance to delete them had only to do with the time involved, not the utility of the extra ISBNs.
- Joe asked if it's a problem to leave them in the records.
- Lisa T and Edra said yes, it's a problem to leave them.
- We'll delete the extra ISBNs.
- Sue asked about the suggestions that Laurie Burns (TROY) made regarding the 0XX section of the manual. Rob has made the suggested changes.
- The 1XX section looks okay.
- We'll discuss the 2XX section at our next meeting.

2. Manage Holds - from Edra:

It seems that with the Manage Holds function all libraries can look at their outstanding items and the patrons picking up at their location, and make the necessary changes. You can sort on any column, you can actively skip agency requests and popular item requests. It seems the lists can be whittled down pretty easily.

Discussion:

- Edra said that *Manage Holds* might be a new feature of one of our recent *Sierra* upgrades. She likes it, and described how she uses it (mainly searching on Date and Title). Edra says it's easy to use.
- Joe asked if this function could be used for our ongoing "database cleanup" efforts. Edra said yes, for example to cancel old holds, and that the function should be useful to both Circulation and Cataloging.

3. Bibs with no item records - Encore

Rob:

*If you look at review file #66 in create lists you will find that these itemless records either have a hold or an order record attached. These can only be deleted one at a time.
The hold and/or the order will need to be removed before deleting the bibliographic record.*

Discussion:

- Edra said that the *Manage Holds* function discussed above (#2) could be useful.
- Order records are a little more difficult. BETH doesn't delete paid orders.
- Phil said he thinks there's a legal requirement to keep order records for four years.
- Libraries can only see their own order records, which complicates cleanup.

4. From Sue:

655 7 Large type books.|2lcfgt vs. 655 7 Large print books.|2lcfgt
I want to let folks know of the change if they are unaware.

See announcement copied below.

>AUTOCAT Digest - 21 Dec 2022 to 22 Dec 2022 (#2022-350)

>Date: Thu, 22 Dec 2022 18:47:28 +0000

>From: Deborah Tomaras <Deborah.Tomaras@MARIST.EDU>

>Subject: Re: Support for a LCGFT proposal for "Large print books"?

>A brief update, and thanks to everyone who contacted the Library of Congress in support of the proposed genre/form term "Large print books." It has been accepted! As of today, it's kosher to use in cataloging. Here it is on the approved list:

><https://classweb.org/approved-subjects/2210.html>

Discussion:

- Apparently Large Print Books are now being called Large Type Books.
- Joe asked if we need to change all occurrences of "Large Print Book" to "Large Type Book." Answer: No. We can live with the change.

5. Xiaofei pointed out that a lot of ebook records have holds on them. Joe asked if it could be staff doing this, since "Place a Hold" is not an option that patrons see in *Encore* for ebooks.

Rob said the problem is almost certainly caused by incoming MARC records for ebooks overlaying existing "Book" records that have holds.