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Meeting Minutes

Library Association of the City University of  
New York

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2001

### LACUNY Cataloging Roundtable Meeting Minutes, December 2001

LACUNY

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LACUNY Cataloging Roundtable  
Dec.13, 2001

Present: M. Berger, NY; M. Borries, Central Office; M. Butt, GC; J. Chao, BB; B. Chiang, QC; J. Cho, LG; M. Clark, Central Office; D. Feldman, QB; R. Gomez, QC; D. Grande, JJ; M. Helgesen, CC; M. Iskenderian, BC; N. Jacobowitz, GC; J. Martin, ME; R. Pike, KB; J. Ponte, QC; T. Samuels, GC; L. Smith, ME; W. Tan, HC; E. Wallace, LE; M. Wood, HO; P. Young, Central Office.

1. Roberta Pike and Janey Chao are Co-Chairs.

2. Libraries that find errors with Coutts cataloging may discuss them with Mary Ellen Harrison, cataloging supervisor at Coutts. Some problems reported are errors in dealing with supplements to materials that have LC cataloging, and use of records for bound books to catalog paperbacks (previously discussed). For these reasons libraries check Coutts cataloging.

3. ALEPH 500 is not designed to print shelf list or any other catalog cards. Libraries wishing to have such cards only have the option to produce them on OCLC at a cost of approximately 30 cents to produce each card plus shipping costs. ALEPH 500 will have a union shelflist so there will not be a conflict with cutter numbers. The full file was loaded but not indexed. There are discrepancies in numbers and counting. If one searches the production file and cuny + it does not produce the same record count. Acquisitions data and circulation data are not available yet. We have to have at least two more loads which will hopefully solve the record count problem. Each library can connect to its own field. In the 852 field subfield a or NUC symbol is not there. Subfields b c h and i which are sublibrary, collection and call number respectively are there. Each library must get it's own field to come through correctly on the loaders. It is best to start looking at data again in January. There were no corrections from the fourth subset for acquisitions data. Smaller subsets will be loaded after that, with two or three versions going. There are two versions of WebPac, Development and Design and these are not identical. Circulation status message may be wrong. A question is which field goes into pop-up notes. Such notes may not be necessary. A good idea would be to have a checklist for all data and this uniform checklist may be used for each data check. This will show how things have changed from one check to another. There is constant revision of the test database. Pat Young will give us dates when to check what is not right. A good idea is to check only at these times. We will get a better picture of how things look if we wait for the full load. Test records, also for serials, may still be submitted. Our Web opac design taskforce will review the opac Web display. NOTIS will be kept in a view only mode for staff only. Our other taskforce, the Indexing Taskforce will work on what we index. There is also a Union Catalog Taskforce. Production is still scheduled for July 1, 2002. The Union Catalog which will be a hybrid catalog will show only one record from a display if all the records are the same. It will be a filter to merge records together. Conflicts with series and uniform titles will be worked on at the Central Office. A great deal of work has been done there in this regard so far. Persons who regularly check the databases have raised questions and problems such as errors which have been previously corrected resurfacing again. Call numbers and barcode information which was previously accessible on unlinked item records for art pictures became inaccessible again. The question was raised as to the best place to input binding notes for serials, opr, copy holdings record, or marc holding record so that they may best be carried over to ALEPH. We don't know yet but we can ask in the future. The Development Database is devoted to Web Design. Testing is just for us. We should check only exu and wait until production databases are loaded.

Addenda: Call number searches in the staff gui can be limited to particular sublibraries (i.e. processing units)

4. Electronic serial cataloging still generates many questions. The CUNY-wide policy has not been consistent regarding serials cataloging. There should be one record for each serial. Records used for print versions should also be used for microfilm. CONSER is moving towards using a single record for all formats the serial is in. Although there is inconsistency, it may be necessary to do what's best for each campus regarding serials cataloging. NYLINK wanted print records for paper and microfilm even though this is contrary to AACR2. Some campuses are

cataloging their aggregator databases such as JSTOR at John Jay. The best solution will be to purchase a service to link aggregator databases to the holdings of individual campuses. Serials Solutions which gives information about which journals are available full-text electronically should be added to Web Pages and will be done when it is purchased.

5. Item records which are deleted should be coded d rather than w for withdrawn. Records coded w present problems with cleanup.

6. The use of dates must be further discussed, i.e. the date the record was first put into NOTIS and the latest revision date? First use date is retained. Representatives from the NOTIS Cataloging Committee will decide which dates we can and would like to have.

7. BH records will no longer be kept up. They will be loaded for each campus individually. AL records for CUNY-Wide resources on all campuses will remain.

Addenda: Web resources that were purchased by a good number, but not all, CUNY libraries were cataloged for the BH processing unit and a note was added indicating exactly which libraries had the resource.

8. In the Spring, the Central Office will have training in WINDOWS applications for regular staff members.

Many thanks to Pat Young for the addenda.