SHARED CATALOGING PROGRAM ADVISORY COMMITTEE

MINUTES

November 9, 2004, 8:30-10:00 am

Conference call meeting

Present: Becky Culbertson (UCSD), Jim Dooley (UCM), Pat French (UCD), Vicki Grahame (UCI), Lai-Ying Hsiung (UCSC), Elaine McCracken (UCSB--recorder), John Riemer (UCLA, chair), Adolfo Tarango (UCSD)

1. Housekeeping items

Elaine's turn to record minutes.

2. General discussion of the possibility of an E-Product authority file—idea from Valerie Bross (John)

There has been frequent discussion on the need for an electronic product containing authoritative information for SCP/CDL packages that can be used to populate a state-wide ERDB. Current SCP practice is to use the platform name in the 856 field, and where multiple publishers exist, SCP records them in multiple 793 fields. There was some discussion on ways to possibly use MARC to link 793 data to the corresponding 856, but MARC does not define these tags in a way that allows linking. The 856 $3 in the Bib format does correlate to the 866 $a in SFX, which may prove useful. Adolfo has been working on a reference document, which is historical in scope, listing current package/product names, as well as former e-product names.

On a similar note, regarding CDL's administrative need for tracking, Beverlee French has asked Becky to prepare a spreadsheet listing the authoritative package names, unauthorized/alternative package names, and encoding data denoting vendor, publisher or platform, and tier level.

All agree that there is a need for a standardized authority file containing the current package name for a title, which will provide ease in tracking changes. We will rely on SCP to decide on the authoritative names used for e-packages.

Action:

a) SCP AC will review Becky's tracking spreadsheet for CDL/Beverlee French to see how we can use or expand upon the data to fit with Valerie Bross's original concept of an E-Product Authority file.

b) John will email SCP AC a sample list of Tier 1 & Tier 2 titles in SFX's XML format.

3. General SCP update from Becky & Adolfo

SCP has been updating Ebsco records and other old e-product records, though the top priority is creating new Evans Digital records. A file(s) of the "cleaned-up" records will be sent out to the individual campuses when completed. In the recent overlay process, 840 Evans Digital records didn't overlay, so Becky is working to complete these records.

SCP submitted its Annual Report to HOTS. This generated SCP AC discussion on E-monograph classification. This practice, supported by HOTS, is still under discussion by SOPAG.

SCP has worked out a 793 data code of subfield g to add subscription information considered useful especially for Acquisitions staff, giving them the ability to go inside the Bib record and determine which subscription is active. Becky stated that four codes, all presupposing access, have been designated. 1) **a** active subscription 2) **i** inactive subcription (not current—a backfile) 3) **m** moving wall (JSTOR, etc.) 4) **d** dead (closed serial—title change). Becky noted that each campus will have to decide whether or not this subfield data will display to the public.

Action: Adolfo will send examples of records using the 793 $g with the new subfield codes to SCP AC for further discussion.

SCP staff are considering a "road trip" to visit the UC campuses, and explain their day to day operations, as well as see how the individual campus libraries work with the SCP files/records. Cost factors and logistics need to be considered. While it is preferable to visit each campus, an alternative would be to offer one day seminars at locations (TBA) in Northern and Southern California.

Action: Adolfo will write a document providing a more concrete plan for the SCP road trip and submit to SCP AC for further discussion and modification.

4. Responses received re: SCP record-loading practices (Becky)

Becky reported on the SCP record-loading practice survey. The results were:

Serials: Fair amount of cut & paste for new records, where print already exists.

Monos: Automatic load.

Caldocs: Varied. Some campuses use separate processing, while others keep together.

Time: Varied. Range from two hours per week to eighty hours per week.

Level of staff: Varied. Students, LAIIs to LAVs used in processing.

Trouble-shooting: Varied from LAIIIs to Librarians.

Time Range for trouble-shooting: From six to eight hours up to twenty hours per month.

Becky reminded the committee that when our staff finds problems with records we should notify her so she can correct and pass updated information to the other campuses. Currently three campuses are overlaying serial records, but more are considering this process.

5. Lai-Ying's questions: Becky is still working on updates to records with new title hooks. As for SCP clean up routines before record distribution, we need to wait for Evans Digital to be done in about 2 weeks. Regarding a new question related to A-Z lists, Becky commented that CDL is pursuing creation of SFX A-Z lists for each campus.

Action: Becky will notify SCP AC when clean up files are ready to be distributed to individual campuses.

6. Supplements that come with subscriptions to serials in UC Shared Print Collections (Need to determine workflow related to the cataloging of their online equivalents).

The UC Shared Print Collection is an archival back up to the e-versions, and stored at SRLF. We need to consider cataloging practice for supplements that need analyzing. What are our choices when we have print and licensed electronic access? In the case of the Elsevier title *Journal of Aerosol Science*, the supplements contain proceedings of an annual meeting, European Aerosol Conference. Options include: Adding a 711 field to the existing serial record; cataloging each supplement as a separate monograph; cataloging the supplements as a separate serial. SCP would need to be informed after the print material has been cataloged, so that access for the e-versions can be provided for.

Nancy Kushigian, CDL Director for Shared Print, is aware of the policy issues regarding distribution of cataloging records for UC Shared Print collections:
http://libraries.universityofcalifornia.edu/planning/SharedPrintPlanningFrameworkV1-4.pdf

7. Desirability of explicitly citing availability of "full text" in 856s, from the public services perspective. (Deferred until next meeting due to lack of time)

8. Progress on developing a standard for cartographic material for SCP (Elaine, Carole, Adolfo, John) (Deferred until next meeting due to lack of time)

Next meeting:

December 14, 2004

8:30 a.m. – 10:00 a.m.

Recorder: Carole McEwan