10-14-2008

I-Share Cataloging and Authority Control Team Minutes for October 14, 2008

Consortium of Academic and Research Libraries in Illinois

I-Share Cataloging and Authority Control Team Minutes

Meeting #21
October 14, 2008 meeting (conference call)

Members attending: Cason Snow (NIU, Chair), Daren Callahan (SIU), Priscilla Matthews (ISU), Gayle Porter (CSU), Cynthia Romanowski (TRT), Mary Rose (SIE), Joan Schuitema (UIC)

Members absent: Susan Braxton (UIU), Pamela Thomas (ICC)

IUG liaison absent: Stephen Smith

CARLI staff attending: Casey Sutherland (staff liaison), Jessica Gibson, Cathy Salika

Decisions

1. Minutes from the Sept 4 meeting were approved as amended.
2. ICAT decided to plan to hold a January meeting, but noted that it could be cancelled if needed. ICAT will decide a week before the Jan 13 date if the meeting will be cancelled.
3. Main item of business was to review the ICAT charge. Consensus was to include more explicit mention of metadata and collaboration, and to reorder the charge to reflect the overarching principles first, followed by the more system specific tasks toward the end. Draft at end of minutes.

Discussions

1. Spring forum planning -- there was very brief discussion of programming options for the spring forum. IACQ in interested in co-sponsoring some follow-up to the fall joint forum about technical services workflows.
2. Wildest dreams bib re-duplication. Beginning discussions were held on the following question posed from Paige Weston (CARLI staff coordinator of the VuFind project):
   "How would you match records that the current UC deduping algorithms fail to match, if you had complete control over the data indexing and could implement the de-duplication algorithm you've always wanted in your wildest dreams?"
   The idea is to have three levels of results returned to the user when she goes to request an item: exact match; very close match; good enough match. What data elements from the bib record would be used in each of the three levels of display?

Team members discussed various options, and Joan Schuitema volunteered to post a suggestion from one of her staff to the list. The discussion will continue at the next ICAT team meeting.

Next meeting is November 11? by conference call, beginning at 12:30 pm.
Respectfully submitted by Priscilla Matthews

DRAFT Revised charge:

[1]Share expertise and communicate issues and concerns, such as workflow options, troubleshooting, and best practices in the area of cataloging and authority control.

[13]Monitor and make recommendations regarding developments and emerging trends in cataloging as they relate to the I-Share environment.

[14]Takes the lead in coordinating metadata creation and maintenance as appropriate across CARLI-provided products and services.

[11]Collaborate with other CARLI groups to maximize resource and knowledge sharing within the consortium.

[5]Review and revise if necessary the consortial cataloging standards in relationship to the I-Share environment.

[3]Support authority control work in a distributed environment.

[7]Develop consortial documentation, resources, training and other continuing education opportunities to assist the membership in the use of the product.

[6]Document best practices for use of the cataloging component of the ILS product (hereafter referred to as "the product") in and among member libraries and best practices for its interoperability with other consortially-licensed products.

[8]Identify and document problems and issues with the product.

[12]Assist CARLI staff with testing, documentation and training issues involved with product upgrades, as needed.

[2]Suggest database clean-up and other projects to improve overall bibliographic quality in the I-Share catalogs.

[10]Plan and provide continuing education opportunities related to cataloging and authority control in the distributed I-Share environment.

[9]Ensure that users of the product have communication mechanisms for sharing information related to the use of the product and a means to share locally developed materials such as documentation, best practices, reports, etc.

[4]Determine libraries' needs for assistance with local work, and recommend mechanisms by which this support may be provided.