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# I-Share Cataloging and Authority Control Team Minutes for March 9, 2010

Consortium of Academic and Research Libraries in Illinois

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I-Share Cataloging and Authority Control Team

## **Meeting #37 Minutes**

March 9 2010

Conference call

**Members attending:** Priscilla Matthews, chair (ISU), Daren Callahan (SIC), Kristin Martin (UIC), Gayle Porter (CSU), Emily Prather-Rodgers (NCC), Mary Rose (SIE), Pamela Thomas (ICC), Cheryl Wegner (NBY),

**Members absent:** Cason Snow (NIU)

**IUG Liaison absent:** Alexis Rogers (LLC)

**CARLI Staff attending:** Casey Sutherland, Cathy Salika

## **Decisions**

- Minutes for the February 9, 2010 meeting approved as amended.
- Casey will send the call for volunteers to lead the Spring Forum authority control discussions out this week. Deadline to volunteer will be March 31.

## **Discussions**

### **1. Team members reviewed the Spring Forum details:**

Gayle proposed a question to add to authority control discussion questions:

What changes or practices in authority control has your library implemented in the past few years?

Members discussed the details of the breakout sessions. Issues included:

For the authority control discussions: we plan to have one note-taker at each session because we will not do a wrap up session after the authority control discussions. These note takers will be ICAT team members. Priscilla suggested that interested parties should reply to the ICAT list, and we'll decide on the note takers at the next ICAT meeting.

For the ILS discussion (at multiple tables in the lunchroom): note takers should be attendees instead of ICAT members, as some of the latter would be facilitators. During wrap up session about the ILS, (led by Priscilla) people would share their notes with group.

It was decided to post a call for authority control discussion leaders on the techserv-ig email list.

A question was posed about posting discussion notes on the ICAT Wiki. Casey suggested the notes could be linked to the agenda. At present, the ICAT Wiki is for internal team use only; but could be made public if

needed; there's a public portion of the CARLI Wiki. The team agreed that linking the notes from the forum agenda was acceptable.

A few CARLI staff usually sit at the registration table to hand out nametags & packets to forum attendees; they might need 1 or 2 team member volunteers.

**2. Fall Forum and workshops were discussed.** ICAT members would like to invite Terry Reese from Oregon State University to present preferably two workshops on his MarcEdit software. One workshop would be in Chicago land, and one downstate, possibly at Illinois State University in Normal; but Champaign or Springfield could be considered. The following issues regarding the MarcEdit workshop(s) were discussed:

- Honorariums: could it be lower if we had 2 workshops?
- Fees: Would CARLI charge fees to attendees to help cover costs? A fee of \$50 per person for 80 attendees would total \$4000. Members agreed with the possibility of fees, because the workshop would benefit attendees. This can be an option if CARLI can't fund it.
- Schedule: If we had 2 workshops, should there be one day in between them?
- Workshop style: A lecture-style would allow more attendees but might lack the hands-on environment that we wanted to have.
- Number of attendees: Setting a maximum number of attendees per workshop (such as 40) is probably needed; Having 2 workshops would allow each I-Share library the option of sending 1 person per institution; would ICAT members be considered to attend from their institutions?
- Venues, facilities: The venues need to have computers for as many attendees as possible. More people might be able to attend if there were laptops. Illinois State was considered as a venue, as it has laptops and a room that would hold 30-40 people. Is there a facility in Champaign or Springfield that would hold more people? Will IT staff allow others to put software on their computers; it would be preferable to load software prior to the workshop. Will there be a cost to use a computer lab at the chosen sites? Lunch options were discussed; having it catered would add complications and cost.
- Would we consider having a follow-up session a month or so after the workshop to allow others to learn it? This would probably require an additional "training" session for newbies as well as a follow-up session for those who already attended it. We need to ask Terry what his concerns are about ICAT members sharing information with others who did not attend the session. Terry is said to be open with his information; his software is free.
- Timeline: ICAT needs to finish plans by March 15, 2010 in order to meet the PPC's requirement of 6 months lead-time, if the workshop is scheduled for October 2010. Members thought it best to have a workshop sooner (in fall 2010) instead of later (spring 2011).
- Lodging for Terry: A co-op hotel downtown Chicago named Club Quarters; the University of Illinois has a discount for the hotel; good rates, about \$125/night; Kristin offered to check on prices.

Workshop content information was discussed: MarcEdit can be used to do field-specific changes that current Voyager or Strawn software does not address; making changes to batches of records before loading them to Voyager; i.e. Ebook collections; a lot of libraries will buy Ebooks; the catalog records might need to be worked on before they're ready to load.

**3. Possible webinars were discussed.**

Priscilla can do a webinar on cataloging changes; webinars can be in July but August is preferred; we might know something about RDA at that time; we could plan to have RDA training 4-6 months after the release date.

Presenting a webinar on the Gary Strawn utilities supported by CARLI was discussed. The following questions were posed:

- When will people prefer to have such a webinar and who wants to work on it?
- Would Gary Strawn be willing to help with it? He did a session during a Forum a few years ago... Priscilla volunteered to contact him.
- Do we want the webinar to focus on authority control work?
- Should we have the Strawn webinar in September?
- Should we have both webinars [on cataloging changes and the Strawn programs] on the same day? It might be more effective to have 2 scheduled events instead of 3, to attract people; Try for late August-early September, or maybe after September?

**4. The 029 field was discussed because it has been a focus of discussion on OCLC-Cat and in many questions posed to the CARLI office.** The questions are whether the 029 field is useful, or causes problems and should be stripped out. It's not an indexed field; is probably not useful in the Voyager database; it's not helpful to use as a match point for duplicate detection. Apparently, no one besides OCLC is using the 029 for anything. Also, the sheer number of 029 fields is growing larger and can be annoying to catalogers. The consensus among the team members was that it's a nuisance, but one team member wanted to confer with local staff before a final decision was made Priscilla and Casey will draft a statement about deleting the 029 fields, and post to the ICAT list for review, before posting the final version to the techserv-ig list.

Daren had requested a discussion about Wikipedia entries in VUfind, as she recently discovered problems in the information displays. For example, a name search on John Ford results in a display of all the serial titles associated with that same name; a paragraph describes a certain person; but the entries include biographical information from everyone associated with that name.

Paige Weston responded to Daren's question about this issue: [via the CARLI support communication method]; CARLI staff don't want to remove the Wikipedia link [i.e. between a personal name and other information associated with it] because it's helpful in many circumstances. Paige has suggested that since Wikipedia has a disambiguation page, that a link to it along with explanatory text be added to VuFind's display. Also, since this is a user catalog issue, the I-Share OPAC team should deal with it; Daren suggested that ICAT members need to share the catalogers' perspective. Casey suggested that since the OPAC team is currently working on the problem that ICAT members give them feedback as needed after they add the link and disclaimer text.

CARLI will issue a call (probably this week) for volunteers for next year's committees;

Daren, Cason, and Gayle will end their terms this year; CARLI executive director Susan Singleton wants to keep team membership (& chair ship) flowing rather than have people reappointed. It is very rare to have more than one person from same institution on the same team; now there's a term limit, after which people will likely be rotated off.

## **Tasks assigned:**

Casey will ask the CARLI Business manager if we are allowed to charge fees for the MarcEdit workshop, but the proposal to the PPC will be written to prefer that attendees not be charged a fee.

ICAT needs to finish plans [in form of proposal] by March 15, 2010 for the MarcEdit workshop

Kristin will check on Club Quarters hotel prices for downtown Chicago on behalf of Terry Reese

A call for authority control discussion leaders for the Spring Forum needs to occur this week

Priscilla and Casey will draft a statement about the 029 field

**Tasks due by the April ICAT meeting:**

1. Report technology needs for Spring forum presentations to Casey
2. Decide whether any volunteers are needed (to help with registration on the day of the spring ICAT forum)

Select new ICAT chair no later than May ICAT meeting

The ICAT annual report is due in May so it can be distributed to IUG for their June meeting

ICAT members are to encourage good candidates to volunteer for ICAT appointments for the next committee year [starting summer 2010]

**CAT-ER report** (Kristin Martin):

The team received IRB approval for their survey and distributed it; they received responses from more than half the I-Share libraries. There were issues with: 1. How linked text and subfields 3 and y should display. Need to find out how people get their catalog records; it seems that few use the universal catalog to find records for eBooks. After the team makes recommendations, they will consider what type of training needs to take place.

No IUG update was given; (Alexis was absent).

The meeting adjourned at 11:05 a.m.

Submitted by Gayle Porter