OPAL CATALOGING COMMITTEE MEETING

MINUTES

Wednesday, October 22, 2014

OHIONET (1500 W. Lane Avenue, Columbus, OH) or via Go To Meeting

Noreen Mulcahy, Chair; Aija Bjornson, Vice-Chair; Betsy Salt, Secretary

Attendance:

Bluffton (Kathleen Aufderhaar), CCAD (Leslie Jankowski), Defiance (Barb Sedlock), Franciscan (LuAnn Boris, Jack Wu), Methodist Theological School (Dave Powell), Mt. Carmel (Noreen Mulcahy, Angela Stringfellow [practicum student]), Otterbein (Amy Parsons, Betsy Salt), Trinity (Aija Bjornson).

Virtual Attendance:

Antioch (Ritch Kerns), Findlay (Jean Kastner), Heidelberg (Linda Warren), Lourdes (Karen Mohar), Mercy (Sharon RienERTH), Muskingum (Kristin Cole), Walsh (Heidi Beke-Herrigan), Wilmington (Lee Bowman).

Ohionet Attendance:

Susan Furniss, David Green, Shelly Miller, Matt Polcyn

The meeting was called to order at 10:05 A.M. by Noreen Mulcahy, chair.

Approval of Minutes from the April 30, 2014 Meeting

Karen Mohar sent a correction for the April 30, 2014 minutes. In two places in the first paragraph under “New Business” – “Record Issues” – “SkyRiver” Lourdes University was mistakenly identified as Lourdes College. This has been corrected in the April 30, 2014 minutes. Barb Sedlock moved that the April 30, 2014 minutes be approved as corrected. Jack Wu seconded the motion. The motion passed, and the minutes were approved.

Old Business

Update on Bible Subject Headings

Betsy Salt thanked everyone who had helped with correcting the list of 1,089 incorrect Otterbein Bible subject headings that had been found in the OPAL catalog. Eleven different OPAL catalogers volunteered to help, so each cataloger had only about 100 subject headings to look at and to correct. Everyone is finished with their list as of the meeting date except one person. Linda Warren also had around 250 incorrect Heidelberg Bible subject headings to correct, and she has finished her list, too.

Reminder to Check by OCLC Number in Sierra When Cataloging

Susan Furniss gave the catalogers a refresher on how to pull up OCLC records in Sierra (by searching by OCLC number) to make sure that duplicate OCLC records are not being imported into Sierra. Catalogers
were also reminded to check any OCLC numbers in the 019 field in an OCLC record to make sure that a record with that OCLC number is not already in Sierra.

*RDA Update*

It was decided that the powerpoint presentation “Implementation of RDA in the OPAL Consortium,” which was created by Betsy Salt, Dave Powell, and Jack Wu and was presented at the “RDA 4 Everyone Conference” (sponsored by Ohionet and held on July 10, 2014) by Betsy Salt and Dave Powell would be added to the “RDA Resources” section of the Cataloging Committee wiki.

Jack Wu reminded the Cataloging Committee members that the deadlines mentioned at the last Cataloging Committee meeting are six months closer. For the PCC (Program for Cooperative Cataloging) group, the deadline for inputting original AACR2 records is December 31, 2014. After that date, it is expected that all new original records should be input into OCLC using the RDA cataloging code. The date that OCLC expects to remove the GMD (General Materials Designator) from all of its records will be March 2016.

A lot of large Ohio academic libraries are now cataloging most of their original records using RDA. The RDA Working Group (Betsy Salt, Dave Powell, and Jack Wu) of the OPAL Cataloging Committee would like to encourage all of the OPAL catalogers to input all of their original records using RDA, rather than AACR2. We all have subscriptions to the RDA Toolkit, so that can be a help to each of us in making sure we are creating RDA records correctly. The “RDA Resources” on the OPAL Cataloging Committee web page are also designed to help catalogers and to lead to useful RDA examples. In addition, Jack, Dave, and Betsy would be glad to check your original RDA records to make sure they are correct. Feel free to e-mail any of your original RDA records about which you have questions to any of these three OPAL catalogers.

The question of hybrid records in OCLC being imported into Sierra was discussed. If a record is a hybrid in OCLC, it was decided that it is all right to export it into Sierra. It is too time consuming to edit all of the records from OCLC that each library might want to copy catalog in order to make these records completely RDA compatible before exporting them into Sierra. OPAL catalogers were reminded, however, that they should not delete RDA fields in OCLC records to make them AACR2 compliant.

It was decided that the “Policy Statement on the Use of RDA Records” in the OPAL Cataloging Standards and Procedures Manual (Section I, Part 5, last bullet point) should be updated in order to include information on accepting hybrid records into the OPAL catalog. Kathleen Aufderhaar moved that the Cataloging Committee accept the following updated wording for the “Policy Statement on the Use of RDA Records”:

Records in either RDA or AACR2 may be exported into the OPAL catalog. Hybrid records are also permissible. Original cataloging by OPAL members may be accepted in either format, as long as it conforms to national cataloging standards and the national authority file.

Amy Parsons seconded the motion. A vote was taken to accept this wording, and the motion passed.
Musical Score Itypes

The OPAL Cataloging Committee continued the discussion of the possibility of consolidating musical score itypes, which was brought up at the April 30, 2014 OPAL Cataloging Committee meeting. There are currently three separate sets of itypes for score-type items in the OPAL catalog as well as two separate sets of itypes for sheet music. The score-type items have the labels score, musical score, and miniature score. It was agreed that a miniature score can be something a bit different from a score or a musical score, so most of the discussion centered around whether the itypes for “musical score” and “score” should be consolidated. The group had mixed thoughts about whether or not we need to do anything about this. Two OPAL libraries use the “musical score” set of itypes, while most of the rest use the “score” set of itypes. Matt wondered if this was really a serious concern. He said that OPAL has added few new itypes lately, and while there is a limit on the number of itypes OPAL can have, he recommended that until there is a pressing need for more itypes that we leave things the way they are. The Cataloging Committee, therefore, decided that no action on this issue would be taken at this time.

New Business

Training Sessions

Shelly Miller from OHIONET spoke to the catalogers about potential training sessions which OHIONET can offer us. OHIONET has redesigned the “Fundamentals of Cataloging” series of courses. Mostly these are designed for new catalogers and copy catalogers. Within this series they also plan to do separate classes on Introduction and Basic Description, Serials, Common AV Formats, Subject Analysis, and Classification. OHIONET is planning more online webinars for this winter as well. OHIONET is also compiling links to some free cataloging resources. These can be found at the following URL: http://ohionet.org/free-cataloging-resources

OPAL Administrators’ Reports

Susan Furniss reported that an update to Sierra has just been completed. The issue in “Inventory Reports” in which records come up saying “No Title” was not resolved by this update. The update did, however, fix an issue with the scheduler component that the OPAL administrators use to batch load records. OPAL is trying to automate batch record loads as much as possible. Susan also reminded the OPAL catalogers that the OPAL administrators would be happy to visit each OPAL library to help catalogers and other OPAL librarians and staff to get started with new projects that they might have. Susan has found that working one-on-one with individuals seems to be a very effective teaching method.

Matt Polcyn stated that OPAL will now be able to generate statistics for IPED for each OPAL library. This may be especially helpful in the circulation and interlibrary loan areas. Kathleen Aufderhaar asked if there is a way for OPAL to collect statistics on e-book additions and withdrawals. Matt said that at present each library still needs to keep track of withdrawals manually. It was suggested that each OPAL library share how they do withdrawals at the next OPAL Cataloging Committee meeting.
Electronic Resources Cataloging and Provider Neutral Records

The OPAL catalogers reviewed the electronic resources cataloging guidelines in the OPAL Cataloging Standards and Procedures Manual at the request of Barb Sedlock who said that she needed some further guidelines related to the cataloging of e-books which are on a Kindle. It was found that the e-resources cataloging guidelines in the OPAL Standards and Procedures Manual needed to be updated. OhioLINK suggests (June 2010, rev. February 2012) that libraries should use provider neutral records for the cataloging of e-books. PCC (2013) suggests using the RDA cataloging code and provider neutral standards for the cataloging of all e-monographs. Their information is located at http://www.loc.gov/aba/pcc/scs/documents/PCC-PN-guidelines.html/PN-RDA-Combined.docx

The catalogers decided that it would be a good idea to use provider neutral records for cataloging e-monographs in OPAL, too. A discussion ensued about how to identify a provider neutral record in OCLC to make sure that what we are choosing to download into OPAL is indeed provider neutral. Matt Polcyn shared a link from the Library of Congress Guide to Provider Neutral Cataloging which has lots of good examples. The link is: http://www.loc.gov/aba/pcc/bibco/documents/PN-Guide.pdf

Matt suggested that we follow OhioLINK practices and prefer the use of provider neutral records in the OPAL catalog. Matt also suggested that we can add local terminology to the provider neutral record exported from OCLC into Sierra as needed and that this information should be put into the 590 (Local Note) field. For example:

590  DEFIANE: Kindle version.

Matt also suggested that if there is no provider-neutral record in OCLC, the cataloger should then create a brief record for the monographic e-title on a Kindle that is being cataloged. Catalogers should remember to suppress brief bib records with a “z” so that they will only appear in the OPAL catalog and not in the OhioLINK catalog.

Jack Wu moved that the Electronic Resources Cataloging section of the OPAL Cataloging Standards and Procedures Manual (Section I, Part 5, sixth bullet point) be updated to read as follows:

1. Libraries should follow OhioLINK’s standards for Cataloging Electronic Resources.
2. URLs for freely available content can be placed in the 856 field of the bibliographic record.
3. URLs for locally subscribed resources should be placed in either 856 CAPTIONS field of a check-in record or 856 ITEM INFO field of an item record.

Barb Sedlock seconded the motion. A vote was taken and the motion passed.

Betsy Salt Appreciation

Jack Wu moved that the OPAL Cataloging Committee appreciate the contributions that Betsy Salt has made to the OPAL Cataloging Committee since this will be her last OPAL Cataloging Committee meeting before retirement. Kathleen Aufderhaar seconded the motion. A vote was taken, and the motion passed.
OhioLINK DMS Committee Report

Kathleen Aufderhaar is a member of the DMS (Data Standards Management Committee) through 2016. She reported that Anita Cook has retired from OhioLINK.

The DMS Committee considered the problem of some NetLibrary record sets which allow only one user at a time for each title. New wording has been added to the links for the affected NetLibrary books to let users know that only one login at a time is permitted for these books.

Roman Panchyshyn from Kent State University Library will chair the DMS Committee in 2016. Magda el-Sherbini from The Ohio State University Libraries is the current chair. Both are very interested in doing further study of the BibFrame encoding standards which are currently under development. They would like OhioLINK to be in “on the ground floor” when BibFrame supersedes MARC21 and comes into use.

Genre form headings (655 field) were discussed. Most libraries do not have separate indexing for the 655 field, but it’s expensive to add a new indexed field, so most have not pursued it up to this point.

OhioLINK is trying to frequently update their standards. For example, streaming video standards and electronic serials standards were recently updated.

OPAL Strategic Plan

The OPAL Strategic Plan can be found at: http://www.opal-libraries.org/resources/OPAL-Strategic-Plan-2014.pdf.

The Strategic Plan Task Force would like to have input from the OPAL Cataloging Committee members on the strategic plan. LuAnn Boris asked everyone to please look at the OPAL Strategic Plan and send comments about it to the task force through the following link: http://opal-libraries.org/strategic-plan-feedback/

Comments will be anonymous. One thing that might be under consideration is changing the committee structure. It was suggested that new committees for information literacy and library technology might be needed. The task force also wants to make sure that the committees and groups that we currently have are relevant and are able to address the new and current needs of OPAL libraries and their staffs. The Strategic Plan Task Force will evaluate all of the comments they receive and then they will make recommendations. Other aspects of the OPAL Strategic Plan that OPAL librarians and library staff members need to think about include identifying what elements of our consortium are “core” to OPAL and also thinking about the question “What does OPAL want to be?” We need to think critically about what our consortium can be and can become.

SkyRiver

Ritch Kerns asked about the status of SkyRiver records in the OPAL catalog. There are to be no SkyRiver records entered into the OPAL catalog except for the SkyRiver records that Lourdes University receives from the Toledo Public Library for popular fiction which are in the OPAL catalog only temporarily. Other OPAL libraries should not attach their holdings to one of these temporary SkyRiver records if they find themselves cataloging the same book as one of those in Lourdes University’s collection of popular
fiction. Rather, other OPAL libraries should download the OCLC record for the same work into the OPAL catalog if it is not already there and attach their holdings to that record. After the last OPAL Cataloging Committee meeting on April 30, 2014, the OPAL Cataloging Committee drafted a recommendation to the OPAL Directors’ Council opposing the use of SkyRiver records in the OPAL catalog except in the case of Lourdes University described above. This recommendation was placed on the OPALCAT listserv after the April 30 meeting and voted upon by the Cataloging Committee members via e-mail. This recommendation was passed and was then sent to the Director’s Council.

Next Meeting

The date of the next OPAL Cataloging Committee meeting will be Wednesday, April 22, 2015.

Adjournment

Leslie Jankowski moved that the meeting be adjourned. Ritch Kerns seconded the motion. The motion passed. The meeting was adjourned at 2:03 P.M.

Respectfully submitted,

Betsy Salt
Secretary