OPAL CATALOGING COMMITTEE MEETING

MINUTES

Wednesday, April 30, 2014

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

Leslie Jankowski, Chair; Noreen Mulcahy, Vice-Chair; Betsy Salt, Secretary

Attendance:

Antioch (Ritch Kerns), Baldwin-Wallace (Tim Keller), Bluffton (Kathleen Aufderhaar), CCAD (Leslie Jankowski), Defiance (Barb Sedlock), Methodist Theological School (Dave Powell), Mt. Carmel (Noreen Mulcahy), Otterbein (Betsy Salt), Trinity (Aija Bjornson).

Virtual Attendance:

Findlay (Jean Kastner), Franciscan (Jack Wu), Heidelberg (Linda Warren), Lourdes (Karen Mohar), Malone (Jan Anderson), Mercy (Sharon Rienerth), Muskingum (Kristen Cole), Walsh (Heidi Beke-Harrigan), Wilmington (Lee Bowman).

OHIONET Attendance:

Susan Furniss, David Green, Matt Polcyn

The meeting was called to order at 10:00 AM by Leslie Jankowski, Chair.

Approval of Minutes from the October 30, 2013 Meeting

Leslie suggested one change in the October 30, 2013 meeting minutes. Under “Other Topics,” the company named as Lost Records should actually be Lost Weekend Records. Noreen Mulcahy moved that the October 30, 2013 minutes be approved with this change. Ritch Kerns seconded the motion. The motion passed, and the minutes were approved.

Old Business

OPAL Administrators’ Report

Wiki

David Green has been doing a lot of work on the OPAL website, and he has recently converted the Circulation Committee manual from a PDF format into a wiki. It works on a platform similar to Wikipedia. This wiki platform is easily editable, and it can be edited by multiple people. David and the OPAL administrators recommended that the Cataloging Standards and Procedures Manual also be converted from a PDF to a wiki. Karen Mohar, Tim Keller, Lee Bowman, Barb Sedlock, Ritch Kerns and Kristen Cole volunteered to convert the Cataloging Standards and Procedures Manual to a wiki. David will try to schedule a training session for them and for any other OPAL catalogers who are interested in adding or editing material in the Cataloging Standards and Procedures Manual wiki via Go-To-Meeting.
 sometime in the near future. The Cataloging Standards and Procedures Manual will continue to reside on the OPAL Cataloging Committee website. There will just be a different link to access it than the one we have now that links to the PDF format version. David also said that the wiki will format the content of the manual quite well for printing from it. Each cataloger will also be able to sign up for e-mail alerts that will tell them when a page has been changed or edited. It was decided that the OPAL Cataloging Committee vice-chair, who has always been responsible for making additions and changes as needed to the OPAL Cataloging Standards and Procedures Manual, would be the logical committee officer to be responsible for monitoring the wiki version of the Cataloging Standards and Procedures Manual to make sure that everything is accurate.

**OPAL Website**

As mentioned above, David Green has been doing a lot of work to update the OPAL website. The OPAL administrators asked for suggestions from the OPAL Cataloging Committee for improving the OPAL website. Barb Sedlock suggested that the staff directory be kept in an easily accessible location on the website. Leslie Jankowski suggested that the “Groups” drop-down menu could show another drop-down menu to the right which would appear if the mouse is placed on the Cataloging Committee link. This new drop-down menu would list all of the items on the Cataloging Committee website, and users could go directly to one or another of them without first clicking through the Cataloging Committee link. Noreen Mulcahy suggested that it would be good to have a “Contact Support” link at the top of the “Resources” page. Ritch Kerns suggested that the OPAL homepage should be an “About OPAL” page, rather than simply a list of newsfeeds, which is what now appears on the OPAL homepage. Many of those present thought that this was a good idea, and Susan Furniss suggested that the newsfeeds could go in a smaller box somewhere near the bottom of the OPAL home page.

**EDS (Ebsco Discovery Layer)**

Most of the OPAL catalogers were not involved in developing the EDS, but there are a number of things related to the EDS that impact the catalogers. New cataloging does not immediately go into the EDS as it does into the OPAL catalog. New cataloging is added to the EDS once a week. Likewise, deleted bib and item records are only removed from the EDS once a week. Each OPAL library’s changes (adds and deletions) are sent to Ebsco on a different day and time of the week each week. For example, Otterbein’s are sent on Fridays at 6:00 P.M. Catalogers need to be aware that when they withdraw materials, these items will continue to be listed in the EDS until their library’s weekly update is run.

David Green demonstrated Google Analytics for the EDS showing statistics for all of the OPAL libraries collectively. Google Analytics can provide a variety of statistical information including such things as which keywords are being most often searched in the EDS. Google Analytics statistics for each individual OPAL library can also be searched.

**Committee Reports**

**DMS (Database Standards Management Committee)**

Kathleen Aufderhaar is currently on the DMS Committee and reported on it. Kathleen stated that it was reported at the DMS meeting that OhioLINK is reorganizing its staff. Magda El-Sherbini from Ohio State University is the current DMS committee chair. She is interested in promoting shared cataloging among OhioLINK libraries, and this has already been taking place on a limited basis. If a library has an item that
their catalogers don’t have the expertise to catalog (such as an item in an unusual language, for example), that library can send a request to the DMS committee, and hopefully, they will find someone from another library who has the expertise and willingness to catalog the item for them.

**E-Resources Working Group**

Susan Furniss shared a concern that this group has had. It is that if a particular OPAL library purchases an e-resource for themselves, but it gets added to the bib record for an OhioLINK or other batch loaded e-resource record that is already in OPAL, will it be deleted if the subscription to the OhioLINK or other collection where it’s bib record is located gets dropped? It’s possible that this could happen when the OPAL administrators batch delete collections that are no longer being subscribed to. Matt Polcyn suggested that each OPAL library should consider using a different location code for e-resources which they have purchased and subscribed to individually. That would eliminate the problem of possible accidental deletion of a library’s individually purchased e-resource record. There needs to be a way to differentiate between each library’s purchased e-resources and the ones that are loaded in batches that come from OhioLINK, eBrary, Oxford, Films on Demand, etc. A different location code would be the easiest way to do this.

It was pointed out that at some point the OPAL Cataloging Committee will need to add to and update the information on e-resources that is currently in the Cataloging Standards and Procedures Manual.

**RDA Working Group**

Betsy Salt gave the report from the RDA Working Group. She provided some information that had been gathered by Jack Wu. Jack wanted to let everyone on the Cataloging Committee know that the PCC (Program for Cooperative Cataloging) Policy Committee has decided that December 31, 2014 will be the last date for original PCC cataloging using the AACR2 cataloging code. PCC also recommended, and it is also OCLC’s policy, that the GMD (General Materials Designator) not be moved from OCLC records until March 2016. Jack’s interpretation of recent developments with RDA is that the OPAL Cataloging Committee can probably continue our present RDA policy for another two years.

Jack also provided some interested statistics related to RDA. There has been an increase in RDA cataloging in OCLC from 10% of new original records in 2013 to the current rate of 20% during the first part of 2014. There are now 1.3 million records in OCLC that are coded as RDA. However, that is not even 1% of the 300 million records currently in OCLC. Jack found that among OhioLINK libraries those doing all of their current original cataloging in RDA include Ohio State University, Kent State University, Youngstown State University, and the University of Dayton. Libraries doing some of their current original cataloging in RDA include Cuyahoga County Public Library, University of Cincinnati, and Bowling Green State University. Libraries who as yet are doing little or no original cataloging using the RDA cataloging code are Case Western Reserve University, Cleveland State University, Ohio University, University of Akron, and Wright State University. Most of the OPAL catalogers present said that they are trying to use mostly RDA in their original cataloging but are still occasionally using AACR2 – for example, for “Rush” items that need to be cataloged quickly for reserve or for a faculty member or student request. One cataloger said that she is using RDA exclusively. At this time it is still permissible to use either AACR2 or RDA when doing original cataloging in OCLC and Sierra. However, RDA usage will continue to grow, and the working group members recommended that their fellow catalogers use the RDA cataloging code whenever possible.
Another topic related to RDA that was discussed was the RDA Toolkit. Most of the OPAL Catalogers have now used it to varying degrees as they original catalog bibliographic records using the RDA cataloging code. The RDA Toolkit is the only comprehensive collection of all of the RDA cataloging rules. As such, it is an integral part of our cataloging practice.

The OPAL Cataloging Committee realized that the subscription renewal for the RDA Toolkit will be due around September 2014, which is before we will be having our next Cataloging Committee meeting. Therefore, Betsy Salt made the following motion: The members of the OPAL Cataloging Committee recommend to the OPAL Directors’ Council that OPAL continue to fund the purchase of a subscription to the online RDA Toolkit for all of the OPAL libraries for as long as possible. Barb Sedlock seconded the motion. A vote was taken and the motion passed.

New Business

Record Issues

SkyRiver

Susan Furniss wanted to make the OPAL catalogers aware that there are a few SkyRiver records (currently 56 based upon the list she created) in the OPAL catalog. (SkyRiver is a new bibliographic utility, created in 2009 by Innovative Interfaces, Inc., to compete with OCLC. While SkyRiver may be a cheaper alternative to OCLC, it does not come close to having all of the functionality that OCLC has.) The reason that there are a few SkyRiver records in the OPAL catalog is that Lourdes University has an agreement with the Toledo Public Library whereby they receive batches of popular titles and the cataloging for them from the Toledo Public Library. The Toledo Public Library has joined SkyRiver and is doing their cataloging through SkyRiver. Lourdes University keeps these books for a limited time and then returns them to Toledo Public Library and receives another batch of popular titles and records for them. These are the only SkyRiver records that should appear in the OPAL catalog. If any OPAL catalogers come across one of these SkyRiver records in the OPAL catalog, they should not attach their holdings to it, nor should they overlay it with the OCLC record. Rather, they should export the correct record for the title from OCLC and attach their holdings to that record. SkyRiver records can be easily identified in the OPAL catalog because they will have a 001 field with the OCLC number preceded by “1SKY” and an 003 field starting with the word “SKY.”

A discussion of the SkyRiver cataloging platform ensued, and its deficiencies were pointed out. It is far more limited in scope than OCLC, and the quality of its database is not as good as OCLC’s. Its database is far smaller than OCLC’s which would necessitate more original cataloging on the part of member libraries. SkyRiver and its member libraries do not have permission to use OCLC records. SkyRiver does not have an interlibrary loan module nor anything similar WorldCat Local or First Search. OPAL catalogers and administrators all agreed that OPAL would not want to consider switching to SkyRiver or similar systems and that OPAL libraries should be strongly discouraged from considering dropping OCLC and becoming members of SkyRiver. Jack Wu volunteered to draft a Cataloging Committee position statement and recommendation concerning our thoughts on SkyRiver and other similar systems which are attempting to compete with OCLC. Ritch Kerns volunteered to help Jack, and Matt Polcyn also will help. They will put together a formal recommendation related to the Cataloging Committee’s opposition to SkyRiver, and when they have agreed on a draft, they will send it to Leslie Jankowski, chair of the
OPAL Cataloging Committee, for her to place on the opalcat listserv for a vote by Cataloging Committee members.

**FAST Subject Headings**

FAST (Faceted Subject Terminology) is a fully enumerated faceted subject heading schema derived from the Library of Congress subject headings. This schema is maintained by Library of Congress. Currently, FAST subject headings are not indexed and do not display in the OPAL public catalog. However, catalogers may encounter them in OCLC records and in the staff view of cataloging records in Sierra. The DMS Committee has recommended that catalogers not delete FAST subject headings from OCLC records before exporting them into the local system in case they might have some use in the future. FAST subject headings are generally in a 655 field with a 2\textsuperscript{nd} indicator of seven and a subfield 2 that says FAST. OCLC records that contain FAST subject headings will include a $d$ OCLCF in the 040 field. It is, therefore, recommended that OPAL catalogers do not delete FAST subject headings from OCLC records being exported into OPAL.

**Deaccessioning**

OPAL catalogers were reminded that when deleting records for items that are being withdrawn from their collections, they should check the bib record to make sure that their library has no 590 fields in the bib record. If a 590 field is found in a bib record (either by the library that entered it or by another OPAL library that is the last holder of the item), the 590 field should be deleted, the bib record should be saved, and then the cataloger should be able to proceed to delete the bib record from the OPAL system. It is fine for any OPAL library to delete a 590 field placed in a bib record by another OPAL library if that library no longer has any holdings attached to that bib record.

**Music Score Itypes**

A question was raised about the difference between itypes 038 (Musical Score) and 140 (Score) and whether OPAL needs both of them when they seem to be covering the same type of item – scores with 21 day OhioLINK circ allowed. It was found that Otterbein and Mt. Union have been using itype 038 for these materials, while most of the other OPAL libraries have been using itype 140. The itypes currently being used with the wording “score” are 85, 140, and 193, while the itypes currently being used with the wording “musical score” are 038, 120, and 185. Leslie Jankowski found a document from the Spring 2010 Cataloging Committee meeting where the issue of using “score” or “musical score” itypes and what the wording for this type of material should be was discussed. A decision was made at the time to revisit this issue at the Fall 2010 meeting, but it was never done. The Cataloging Committee decided again to revisit this issue at the Fall 2014 meeting. Any thoughts about this potential itype redundancy should be sent to the committee chair before the next meeting. Any changes made would involve revising record templates and circulation parameters for scores.

**OPAL Conference**

This year’s OPAL Conference will be held on August 7-8, 2014 and will have the theme “Cultivating Customer Service.” The Thursday evening session will be held at Trinity Lutheran Seminary in Bexley, Ohio, while the Friday portion of the conference will be at Methodist Theological School in Delaware, Ohio. The keynote speaker on Friday morning will be George Needham from OCLC. Marketplace
discussions of some of the ideas presented by Artie Isaacs at last year’s conference will be held, and breakout sessions will take place in the afternoon. Registration will begin on June 1, 2014.

_Election of Officers_

Noreen Mulcahy will move from vice-chair to chair of the Cataloging Committee after the OPAL Conference in August.

Betsy Salt moved that Aija Bjornson be elected the new vice-chair of the OPAL Cataloging Committee. Ritch Kerns seconded the motion. A vote was taken, and the motion passed.

Noreen Mulcahy moved that Betsy Salt be re-elected as secretary for the OPAL Cataloging Committee. Kathleen Aufderhaar seconded the motion. A vote was taken, and the motion passed.

_Date for Next Meeting_

The next meeting of the OPAL Cataloging Committee will be on Wednesday, October 22, 2014 at 10:00 AM at Ohionet.

_Adjournment_

Ritch Kerns moved that the meeting be adjourned. Tim Keller seconded the motion. A vote was taken, and the motion passed.