

Minutes
Prospector Cataloging Reference Committee Meeting
September 21, 2006

Present: Mary Beth Chambers (chair), Barbara Allen, Joanna Blair, Pam Blome, Rick Boeder, Gene Gardner, Gwen Gregory, Virginia Inness, Janet Lee, Terri Lewis, Debbie McCarthy, Betty Meagher, Rose Nelson, Pam Newberg, Helen Reed, Janet Ryan, Mary Sacoman, Jina Wakimoto, and Cynthia Wilson.

- 1. Membership changes:** We have more membership changes to the committee. This was the first meeting for Debbie McCarthy, from the University of Wyoming and Rick Boeder from Auraria. Dawn Bastian is moving into a new position at CSU and will no longer be a member of the Committee. There were introductions of all members to begin the meeting.
- 2. Minutes procedures:** Mary Beth reminded the Committee about “Minutes” procedures. Pam will e-mail the draft of the minutes to the committee for comments, before they are published on the Prospector website.
- 3. Alliance announcements from Rose:**
 - A.** George Machovec was in Laramie for Wyoming’s official Launch of Prospector.
 - B.** New library leaders in the region include: Brenda Bailey-Hainer at BCR and Shirley C. Amore at the Denver Public Library.
 - C.** GoldRush “Linker” has been updated. It is now more customizable. Colorado College is implementing the upgrades in their use of GoldRush.
 - D.** The Shared Collection Development Committee pilot program trial will begin on October 1. There are questions about how to track the impact.
 - E.** There is a change in “scoping” in an advanced search when looking at materials in the Flat Iron Consortium. One cannot limit their search to a single branch of the Consortium, as they were able to try to do before with limited success.
 - F.** Rose mentioned a couple of pre-conference programs that the Alliance is sponsoring at the CAL meeting in November. One is on databases and the other is an Alliance Update.
 - G.** Rose handed out a couple of 1-page handouts. The first was on the OCLC 9-digit number and the second on the ISBN13. The OCLC handout explained how the OCLC format change will affect local Innovative systems. Rose reiterated the major points in the handout. “If your library is an OCLC customer, Innovative will add an update to your system in order for your load tables to accommodate the new format. Libraries on Release 2005, 2006LE, and 2006 can add the update.” Two main questions came out of the discussion: “will this cause any problems with matching in Prospector?” and “are there potential problems with Innovative sites?” Rose will confer with Innovative and with George and get back with the group regarding these two questions.

4. Old business:

- A. **Committee charge:** Mary Beth has created a draft of this Committee's "Charge." It is designed to reflect the current situation and what this Committee is actually doing after seven years of evolution. This draft should be compared to the original charge to the committee, so that a final draft can be completed.
- B. **E-books and Audio Books:** Also there was a question about whether or not e-books and downloadable audio books would be addressed by the Best Practices for large record loads. Betty Meagher, leader of the task force on large record set loads, said they would be covered.

5. Reports from sub-committees/task forces:

- A. **Large Record Sets:** Betty reported on the Best Practices for large record loads. She also passed out a draft written by the Task Force (Betty, Cynthia, Dawn and Jina). Betty made a point of emphasizing the importance of the 020/022. If the record uses the PRINT ISBN or ISSN, the number should be put into a subfield z or y respectively, so that the electronic record will NOT merge with the print record. Jina noted that although she recognized the importance of the 020/022, it was impracticable to ensure that the print ISBN or ISSN is in the correct subfield when faced with loading tens of thousands of records at one time. Betty emphasized the importance of running test loads of around 5 records and to randomly check quality. If you are loading more than 10,000 records, you should notify the Alliance first and work out a time when it would not disrupt the system. Remember that 5000 bib records and 5000 item records would total 10,000 records. Betty requested that everyone take the document back to their respective libraries and discuss it with whoever deals with large record loads as it is different from institution to institution. If anyone has any revisions, please email Betty and we will finalize the document at the next meeting.
- B. **Basic Documentation:** Rose talked about the basic documentation overview draft that was emailed to us prior to the meeting. This would be important for new employees who would be working with Prospector as part of their job duties. George and a task force are working on a more detailed document, which would go into more detail. Mary Beth, Gwen, Helen, Rose and George are on this committee and any comments about the draft should go to them.
- C. **Multi-Part Items:** Cynthia passed out a draft of the "Best Practices for Multi-part media items." In it there are 2 different models presented, the first for cataloging a set on one record and the second which catalogs the separate parts, which Jeffco has done because of extrinsic conditions caused by their security system. MARBI has approved changes to the coding of 020 |z that would allow for non-unique/non-applicable ISBNs. We are waiting for the change to appear in the MARC21 documentation before finalizing the best practices. If we could put the ISBN into the subfield Z, it would make it easier to prevent overlay between libraries which use differing practices for their media items. There was also some discussion on the prefixes used in the 001 field which displays the OCLC no., but can be used for many other numbers used by other record creating agencies.

- 6. Serials Solutions records:** Janet Lee briefly discussed some issues related to Serials Solutions records and whether they overlay with other serial records. Whether or not they overlay depends on whether the record contains an ISSN as well as the 001 SSJ prefixed number. All libraries loading Serials Solutions records should retain the Serials Solutions control number beginning with ssj in the 001 field, without an additional prefix, to insure proper overlay with records already in Prospector.
- 7. Links to Amazon:** On the agenda, there was mention of Prospector links to Amazon. George Machovec will discuss this at our next meeting.
- 8. Shared Collection Development Committee Pilot Project:** There was further discussion on use of an ICODE1 and other means for tracking use data for items acquired via the Shared Collection Development Committee's pilot project. Project libraries include: CSU, UNC, Regis, DU, CC, CU Boulder and the U. of Wyoming. As an Endeavor library, Wyoming would have to keep track of use data differently from the III libraries, and Debbie said she plans to add a statistical category to Wyoming records to track the data. The III libraries may be able to use the same ICODE1 in their local systems' item records where circulation statistics are tracked. Some suggested using a note in the local item records that could be used to generate a list locally. Also, III libraries could extract data from their local systems and export it into the Library Dynamics Collection Analysis tool to generate usage reports on the pilot project items. Some questioned whether it was really necessary for Prospector to track the data. Rose suggested that the Alliance could run a "create list" report on the 949 tag in Prospector; however, because such a report would not include circulation data, it might not be as useful to the Shared Collection Committee as a locally generated report would be. The project libraries' representatives discussed the pros and cons of each approach and questioned whether or not system-generated data could provide the desired information: Are libraries purchasing enough titles?-- Are they purchasing too many titles? Most III libraries' representatives tended toward use of ICODE1 to track the data and will have to determine an appropriate ICODE1 to use. Rose said she would check with Innovative to see if ICODE1 can be stored in Prospector libraries' holdings records. A decision on how to track use data should be reached soon, since the project is scheduled to begin on October 1.
- 9. Next meeting:** The next meeting will be held on November 16 at the JCPL Library Service Center, 12:30 p.m. This came after a discussion as to whether or not we should have a November meeting.