

Minutes from October 19, 2007
Bibliographic Committee Meeting

Members in attendance:

June Hund, Anne Lockard, Terry O'Malley, H. Lee, Chris Thornton, Rosanna Masley

After relocating to a new room, we addressed reviewing the Committees' web pages as assigned:

June will cover Bib Committee, Committee Reports, and Contact US

Chris will cover Agenda and Minutes,

Lenore will cover Tech Services

Anne will cover Policies and Procedures,

Hyosoo (her replacement) will cover Ohio LINK Info,

Rosanna will cover OCLC,

Terry will cover Library of Congress,

Deb will cover F.A.Q.,

Sara Jean will cover Professional Organizations.

The Committee is looking for new content to enhance its usefulness. For example, a list of future of meetings and training opportunities with links to various professional groups would assist our ability to further our education and keeping current.

Currently the webpage is a state of transition due to changing of content managers. Since Roger is the only trainer available to assist us, The Bibliographic Committee pages at <http://library.case.edu/loc/bibcom> will remain static. This transition period provides us with an opportunity to review and rewrite.

New business:

Hyosoo Lee announced that we should expect a new member from CIA as she is retiring. Her absence will be felt as she contributed her scholarly knowledge in addition to maintaining an excellent standard of professional work.

Questions:

Currently there is no one to handle merged records on campus. A campus representative is needed. When you notice the need for a merger, please email details to June.

Additionally, Terry volunteered to handle OhioLINK questions, and make changes as needed.

The Coding of dissertations and thesis need attention. The new rule is to follow Ohio Link. Marc tags need to be changed and material type t ARCHIVAL/MSS; you will notice material type z THESIS/DISS.

If you cannot access Cataloger's Desktop please email you ip address to Chris; to locate your ip address go to whatismyipaddress.com. Chris will update records so that you will be recognized.

Attention to Field 035 is needed as OCLC is used for other things. Terry will erase the duplicate OCLC field.

Karen Burt used to unlock lock records. Terry will take over that duty in his new position.

June mentioned a problem with virtual records which lost its item record for virtual check-out. When this problem arises it needs to be addressed by Mike Yeager who takes up the issue with III as the item returns to the holding library and needs to be cleared from the online catalog.

A shared procedures manual was approved by all. The Committee needs to collect and then post on our web site each of our home library's "technical" procedures. This is a project that the committee will continue working on.

The NOTSL meeting will be November 26th, 2007 <http://www.notsl.org/> .

Minutes from the meeting as recorded and reported by Rosanna Masley.