NEOS Technical Services Standards Committee
Minutes
October 3, 2012

Present: Jill Day (MacEwan), Vanessa Bangay (MacEwan guest), Brad Fawcett (Vanguard), Kate Jenkins (Kings), Patrick Buhr (Justice Canada), Janet Visser (Justice Canada guest), Myrna Dean (Concordia), Lisa Wakefield (RDC), Sharon Farnel (U of A guest), Donna Gordon (Alberta Health Services), Tara Sommerfeld-Boizard (Covenant Health), Carol Schmidt (Covenant Health guest), Brian Stearns (U of A guest), Sharon Marshall (U of A), Darel Bennedbaek (CUC), Anne Carr-Wiggin (NEOS), Jane Starr (AGL)

Teleconference: Nicole O'Connor (GPRC), Audrey Lyons (AITC), Laura Somerville (Lakeland), Scott McKay (Olds), Joan King (GPRC-Fairview), Della Nelson (Keyano)

1. Additions to/approval of Agenda
No additions. Approved.
Minutes from the September 7, 2011 meeting approved as presented.

2. RDA: Planned RDA intro sessions and other training, consortia subscription pricing
Brian Stearns will be offering half day introductory sessions on RDA in November and December (probably the morning of the first Wednesdays). These sessions will have the same content and will be very similar to the presentation in 2010 with no hands-on component and will be open to all NEOS Technical Services staff. It will also be offered by distance using Illuminate. Anne will send an email asking for sign-ups to gauge how many people from each library are planning to attend. A hands-on, full day session on cataloguing books in RDA will be offered in January followed by a session on DVDs and then Serials.
Sharon M. - It is important to note that it will not be mandatory to create original cataloguing according to RDA but there cannot be duplicate records for the same item and records cannot be degraded.

RDA Toolkit Consortia pricing - To receive the 5% discount on the Toolkit, libraries should place their order through Anne so she can let ALA know that you are part of NEOS. Brian commented that there is a paper copy of the RDA toolkit available but it is very cumbersome to use.

3. New location requested by U of A SciTech library
Sharon M. - The library has a collection of books too large for the typical library shelves. They are too big for the OVERSIZE location and must lie flat on the shelves so am requesting a new location OVER_FLAT (Description: Oversize Flat).
RDC would use this location as well. There's group approval.

4.   Status of task force to evaluate sharing e-resources through the consortium, and local loan cataloguing policies (Audrey)
Anne - Task force has been formed to look at ways to share both physical and e-resource collections in the best possible way. They have yet to set a date for their meeting. This isn't part of the Technical Services Committee's purview.

5.   Olds library manager is not happy that eBooks are not available through iLink off campus and wants to know how other libraries are dealing with it (Scott)

Sharon M. - Please send your EZproxy prefix to Kenton Good. He will adjust the iLink configuration to enable off campus access.

6.   Could we get a list of records that failed to load into WorldCat so that we can make corrections?
Sharon M. - We can provide this information. The reports do not give the reason for the rejection and provide the records in unmediated MARC format. She will set up a WCL sublist (UofA, RDC, CUC, Concordia, GPRC) to send daily lists. It is possible to pull a retrospective list but there will be a charge. GPRC has had one done and had found it slow to work through but useful.

7.   Update on the NFB cataloguing project
Sharon M. - We have had to put this project on hold as NFB advised us that we cannot load records for libraries that do not have PPR. The NFB contact advised us that she would be contacting the NEOS libraries interested in this collection that currently do not have a subscription. We are awaiting confirmation from her. In the meantime the editing that could be done globally has been completed and we will load the records and have the cataloguers interested in upgrading the records start working once the PPR issue has been resolved. (Jennifer last contacted NFB on Sept.24)
The records will be catalogued in AARC2.

8.   The Acquisitions person at Concordia, has an ongoing problem with other libraries who do not use On Order records duplicating her On Order records so that our holdings need to be transferred to the new record when we receive our item. Could we change the policy so that the library who receives the item first can take over the record (add to the 040?) to save everyone the extra work of downloading and transferring?
Sharon M. - We are investigating an automated solution to this problem. We are working on specifications for a script which will identify duplicate records based on daily record loads. This is a complicated program and will require considerable testing before implementation.
Jane - There is not currently a clause in the Standards allowing the first library to receive the item to take over the on order record and catalogue it fully. She will draft some wording to be approved by email.

9.   Update about the re-indexing that happened at the end of August and beginning of September
Sharon M. - The rebuild of the keyword index in Symphony was done on the September 8th weekend to update the reverse chronological sequence of titles that had been skewed by the load of very large sets of records for newly purchased e-book collections for various NEOS libraries.

10.   Committee Terms of Reference inaccessibility. That document has disappeared from the NEOS site. It continues to be listed.
This was due to a broken link which has been fixed.

Use libhelp@ualberta.ca for updates and to express concerns/questions. They will forward it to the appropriate person at the U of A. If you know the person you would like to direct your question to, please mention it in the first part of your email.

11.   What has been determined with respect to pursuing consortia subscription pricing for Cataloguer's Desktop?
Anne - So far nothing has been finalized but Anne will look into it and Class Web. It will probably only be a 5-10% discount and wonders if the costs of administration make it worth it. These are fairly low cost products.

12. Updated SirsiName/NLCode/LibraryName list including contact info
Jane distributed the draft NEOSTech codes and contact info via email. Please correct or update your library's info. The intent of this list is to provide a contact (generally the Tech Services Committee representative) for other NEOS libraries, the contact can then forward the request to the appropriate person but if the library prefers, they can list other individuals.

13. Round table (time permitting): some brief information sharing of what has gone on/changes since our last meeting. Future plans in the works.
All members shared about happenings in their libraries.