

**NEOS Technical Services Standards Committee
Minutes
April 20, 2015, 9:30 AM
University of Alberta, Cameron Library**

Present:

Amanda Holt (Kings)
Anne Carr-Wiggin (NEOS)
Brian Stearns (U of A)
Darel Bennedbaek (CUC)
Donna Gordon (AHS – Glenrose)
Erica Banski (U of A)
Jane Starr (AGL)
Jill Day (MacEwan)
Kathy Zarft (Norquest)
Laura Somerville (Lakeland)
Martha DeWaal (Guest - U. Pretoria)
Myrna Dean (Concordia)
Tara Summerfeld-Boizard (Covenant Health)
Vanessa Bangay (MacEwan guest)

Teleconference:

Audrey Lyons (AITF)
Lisa Wakefield (RDC)
Michael Baird (Olds College)
Nicole O'Connor (GPRC)

1. Call to order/Welcome/Additions to Agenda/Minute taker volunteer

- Jill Day volunteered to take minutes.
- The order of the agenda was changed and Erika discussed item 5 as the first item.

2. Approval of draft minutes from last meeting

- Minutes from the previous meeting approved by general consensus.

3. Creation of an implementation/training plan/checklist for new members, which is something that comes out of the NEOS Strategic Agenda for this group (Anne)

- Anne inquired if anyone would be interested in working on this over the summer
- Darel, Myrna, Kathy or Gisele and Donna will volunteer
- Anne will organize

4. R.D.A. training session for spring – is there interest? (Brian)

- Some committee members showed interest
- Let Brian know what element of RDA people would like to have presented in training

5. Separate records for print and e-serial holdings (Erika Banski)

- Erika explained some of the history of providing records for serials; the old NEOS approach was to have single record access for print and e-serials
- RDA differentiates between formats and the new approach is to have separate records for print and e-serials
- 70,000 print records with internet holdings were identified and separated
- Cleanup remains to be done on both record sets
- NEOS libraries need to know:
 - Do not add online holdings to print serials records
 - Do not import MARC records that describe print when cataloguing e-serials, import records that describe e-serials
- For original cataloguing of e-serials, there is an RDA online serial template (catkey 6258024, title control number a6258024) available for members to copy and use
- Erika will provide access to a document that explains the process if you request it
- Libraries that do not have an Internet library need to work with Erika re details moving their internet access holdings from the original print records to the appropriate newly created e-serials records

6. A reminder that items cannot be added to vendor-specific e-resource items (Brian)

- An example is ebrary; do not add non ebrary items to ebrary records
- Batch-loaded vendor-specific records can be identified in item cat 2
- 260 and/or 534 tags also help to identify some packages

7. Neos-wide version of Blacklight (Brian)

- U of A implementing a new Discovery system, open source (Stanford) for libraries
- Allows article integration
- Plans in the future are to replace iLink
- Would allow for creation of customized interface based on user type (e.g. a science version for science students)
- This is for information only at this point
- Would be a money saver in the future

8. NEOS free library: When free internet resources are added, do libraries that have internet libraries want resources added?

- Do NEOS libraries with Internet libraries want free resources added?

- Possibly could have a fee attached as per the no. of records (if added to Internet library as opposed to free library)
- The question was asked if the Survey Monkey tool would still be used allow libraries to make a decision if they want a free resource added
- Brian will look into this

9. Adding fields 33X manually to records while cataloguing: During the authorities project, fields 336, 337, 338 were globally added to all records. O.C.L.C. has added these fields to most of the records in their database. Within a few years, g.m.d.'s will be globally deleted. Does it make sense to manually add these fields into records while cataloguing new items?

- The answer was YES, we should have a policy to add these fields manually to new items
- \$b in 33X would also be added

10. Daily reject file from O.C.L.C.: How can we deal with this for WorldCat Local users?

- NEOS libraries can search by library code in a Google Docs folder for a list of records that need to be corrected
- The edit would be done in WF
- Contact Brian if you require a list of records that lack 035 tags containing OCLC numbers for your library

11. N.F.B. project: Work remaining.

- McGill is cataloguing the French records
- The goal is to create a record set to give to OCLC to provide correct records
- All English records initially loaded into Symphony have been edited by participating NEOS libraries and unshadowed
- Remaining English records will be sent to an outsourcing vendor, Backstage, for verification and correction of access points
- Guidelines for editing required by NEOS libraries will be simplified

12. Creating an item type for last copy items

- Records are attached to the owning library until the U of A processes
- It can be quite a while before BARD changes location and they will show up as on shelf at the original library
- Item type LAST COPY created a report can be run to make sure they are deleted from World Cat
- The group decided YES to creating a new itype

13. Converting field 856 subfield \$3 into subfield \$y

- Group agreed to proposed conversion in order to standardize use of subfield \$3
- Holdings type information will remain subfield \$3
- Change will be made globally

- Members advised to continue using subfield \$3 as usual until further notice
- Brian will send a message to NEOS libraries with an explanation

14. Authority Control

- U of A applied to SACO to be a subject authority institute
- Would like to become a member of NACO to create name authorities
- U of A would submit headings on behalf of the consortia but NEOS libraries would be in charge of what they want and creating authorities correctly
- The authority would not be created with just a 1XX field, it would be visible to others; not all 1XX need to be displayed
- NEOS members would send a request to Brian or Lib Help if an auth record is required

Follow up to previous meeting:

SIRSI eLearning – Anne will follow up, coming soon

SIRSI user group event – postponed until the Fall

590 \$5 – to be added?

- Brian ran into some problems in the authority project
- Text at start of notes was converted (for the libraries that requested it)
- Subfield \$5 with library's code has not been added for all member libraries yet
- Brian will send a description of what the project is doing

NEOS library name changes:

Concordia University College of Alberta now Concordia University of Edmonton

Canadian University College now Burman University

The King's University College now The King's University