

NEOS Tech Meeting – August 31, 2016

Present: Jane Starr – Alberta Government Library ; Laura Somerville (Lakeland) ; Donna Gordon (AHS) ; Gisele Ramgoolam (Norquest College) ; Ian Bigelow (University of Alberta) ; Darel Bennedbaek (Burman University) ; Myrna Dean (Concordia) ; Anne Carr-Wiggen (NEOS) ; Susan McKeown (MacEwan) ; Susan Jones (MacEwan University) ; Brian Sterns (University of Alberta) ; Karin Dunn (Vanguard College)

Teleconferences: Audrey Lyons – AITF; Eden Murray-Black (Grand Prairie) ; Louise Britten-Boisvert (Olds) ; Corinne Hope (Keyano) ; Tara Sommerfelt-Biozard (Covenant Health)

1. Call to Order – Minutes: Darel Bennedbaek
2. Minutes: Approved – with minute-taker added
3. Introduction – Ian Bigelow
 - a. Welcome to Ian Bigelow, U of A's new technical representative to NEOS tech. Previously from Ontario.
4. Information items – Brian Stearns (SACO; NACO; field 919, field 856 |z, |x; e-book packages)
 - a. SACO
 - i. Subject Authority – establish 12 headings a year
 - ii. NACO – 1 week of training and commitment t 200 names a year. Now members of both of them.
 - iii. Training is free – if institution is interested, information will be sent out for how to get this training.
 - iv. There is a Google form – requests for needing something named; they can be created for anything. Specific naming for areas of speciality is appreciated; local knowledge is not necessarily useful to others, but changing corporate names, etc., can be very appreciated. The Google form is located at this link:
https://docs.google.com/a/uAlberta.ca/forms/d/1RDvdeOrl1dKPdhu5ZAs9914N-GxlaSF0wopar_jnNPg/edit
 - b. Field 919 – records old 001 numbers, mainly for ebooks. When record set is purged or merged, the old 001 is transported into 919, hopefully for the permlinking to look at both the 001 and 919 fields. Vendor-specific numbers are also going here so that books from different vendors can be differentiated. Subfield a is for vendors, b for 001. Blacklight will eventually be able to navigate this.
 - c. Field 856 |z ; |x
 - i. |z user limits – Package name and number of allowed users (“unlimited concurrent users”)
 - ii. |x – Perpetual access link.
 1. These will be done for everyone when loading packages as long as the U of A knows the terms of package.

- d. Ebook packages
 - i. Ebook packages are being added and deleted without letting the U of A know that their packages are being cancelled – please let the U of A know if the packages are being added or dropped as soon as possible (ideally before you drop it) – they are limited to changing 10000 items a day so the sooner they know your changes the better.
 - ii. Ebook record sets in OCLC must be gotten by the owning library and sent to the U of A since they can no longer simply get them.
- 5. Discussion items – Brian Stearns (updating cataloguing standards documents; Cleaning up item types, locations, and holding codes in Symphony; field 856 |y institution name)
 - a. Updating cataloguing standards documents
 - i. This group is responsible for updating the cataloguing documents. We will look at the documents for creating metadata and
 1. Original document started in 1992; base document has been updated since then. Last major update was during the change from DRA to Sirsi. Smaller update 2010. Internet Resources out of date.
 2. Note: this document describes standards for NEOS so that we are all on the same page for cataloguing, but is not a manual for cataloguing.
 3. Subcommittee:
 - a. Chair: Ian Bigelow (U of A)
 - b. Laura (Lakeland)
 - c. Jane, Lisa (AGL)
 - d. McEwan?
 - e. Another U of A?
 - f. Email for other volunteers
 - b. Cleaning up item types, locations, and holding codes in Symphony
 - i. Tentative started for cleaning this up for U of A locations, but the locations are being referenced in a few ways that complicated the process. U of A will compile a list of codes and give it to ITS to ensure that there are no hidden codes or locations.
 - ii. Is there a way to make the unused holding codes invisible? This will be investigated.
 - iii. Getting new circ statuses creates a lot of difficult work, but holding codes may be set up, although consider using one that is close with only an element change.
 - c. Field 856 |y institution name
 - i. This upcoming change will be scheduled and announced when ITS has figured out how to split up this field and when it can be worked on by individual libraries so that they can ensure it does not negatively impact workflows.
 - ii. Use |y for institution name – “University of Alberta Access”

- iii. Use |3 for coverage info (vol 1 (book) or 2002- (serial))
- 6. 6. Question from NEOS return on investment task force – Anne Carr-Wiggin
 - a. An assumption is made that by being part of a larger catalogue makes it more efficient (time-wise) because they can just add items to an existing record. Even outsourced cataloging allows all institutions to benefit; McEwan and U of A share cataloguing outsource costs for new items.
 - b. Libraries that use OCLC for some subscriptions prices are based on number of records downloaded, and if you download fewer, then OCLC charges you less next round.
 - c. There is already good evidence (anecdotally and otherwise) that this is the case.
 - d. Anne will take this information to the Executive Committee and see if they believe this is sufficient.
- 7. Northern Lakes College Membership and Training
 - a. Although they are not yet approved, if they are approved, they will go live next spring. Process will start sooner than that. They are already on Symphony.
 - b. Ideally, the person from Northern Lakes should go to the U of A for training. Since they are already using Workflows, they will mainly need to be trained on what it means to work in a consortial setting. Training will be completed by this group:
 - i. It may be best that they will go to the U of A and this group will send one or two others to support the training.
 - c. With 26 locations, discussions how to incorporate them are under way, but looks very doable.
 - d. 111111 items (50k physical and 70k electronic); 121 print journals, other ejournals are not in catalogue.
- 8. Decolonising Description – Anne Carr-Wiggin
 - a. U of A project called Decolonising Description headed by Sharon Farnel to look at subject headings and metadata to winkle out older and unacceptable terminology for First Nations headings. The group considering these changes will meet and be in contact with this group as it determines how best to handle this project.
- 9. How is RDA – Ian Bigelow
 - a. Most libraries are cataloguing and importing RDA, mainly comfortable. The transition to RDA is going well.
 - b. Canadian Linked Data summit in Montreal upcoming for any who are interested
- 10. Remember – libhelp@ualberta.ca is the best way for us all to ask questions, including updates to the list of tech members on the website.