DALNET Database Standards Committee

MEETING MINUTES – 4/20/99
Wayne State University, SEL Room #15

Present: B. Ho (WSU), A. Lim (WSU/DALNET), S. Savage (WSU, Chair), T. Shen (WCCC)

OCLC Prefixes in the 035 Fields of Horizon Bib and Authority Records

The committee discussed the issue of standardized prefixes in the 035 fields of MARC records in Horizon databases. Non-standardized treatment of these fields, particularly in regard to OCLC prefixes, may have a negative impact on searching, future migrations, and overlaying/merging in the DALNET union catalog. The committee took these facts, brought by S. Savage, into consideration:

1. Currently, OCLC records are exported from OCLC with the "ocX" prefix and OCLC record number in the 001 field, and the "(OCoLC)" prefix in the 003 field. Despite the indications in the Implementation Manual, Horizon ignores the 003 field, just as NOTIS does. In order to add the "(OCoLC)" prefix to the OCLC number, the import_source table in Horizon must be completed to indicate this as a desired option.
2. Some older, migrated records don't have the "ocX" prefix in them, which complicates matters of searching and overlaying.
3. A modification made by Ameritech for WSU in the "union processor" that handles this field, allows WSU to keep the "(OCoLC)" prefix in its actual bib data, and yet also add index entries both with and without the prefix. This makes it possible to search for OCLC numbers with or without the prefix. Right now, WSU does not have to retype the "(OCoLC)" prefix over and over again for each search.
4. The change in the WSU processor is, unfortunately, also stripping out other parenthetical prefixes present in the 035 fields, e.g. (BNA). Ameritech does not understand why this is happening. This is not good, since many numbers in the 035 field would be seen now as duplicates without this unique prefix present and the system will not allow matching to occur on these "duplicates" in the index.
5. UDM's "Utility Number" index contains the "(OCoLC)" prefix, so if the modified processor is fixed and used by other DALNET libraries, UDM would have to reindex this field using the modified processor.

ACTIONS PENDING:
- Ana Fidler and Ameritech personnel are working on fixing WSU's "union processor" to retain non-OCLC parenthetical fixes.

RECOMMENDATIONS:
- To maintain consistency in DALNET records across Horizon databases, we recommend that libraries add the "(OCoLC)" prefix to its imported OCLC records. The option to add this prefix appears in the Horizon "import_source" table.

- We recommend using the modified "union processor" to index the 035 fields, ONLY IF the modifications can be fixed to retain non-OCLC prefixes. If the fix cannot be made, we have no choice at this time other than to recommend that libraries both add the prefix and use the original "union processor" to index this field. This will mean that the "(OCoLC)" prefix will need to be typed for every OCLC number search, unless a new workaround can be created.

Other Non-OCLC 035 Field Prefixes

The question was asked whether or not all 035-field data should have identifying prefixes in Horizon, including all NOTIS numbers that appear in this field. The committee noted that old NOTIS numbers will have an institution-specific *suffix* (e.g. ABJ0013WS --- with WSU's 2-letter institution code appearing after the NOTIS record number), but there was some concern about whether this was adequate to distinguish these numbers from other numbers in the 035 field.

ACTIONS PENDING:
- S. Savage will ask the Systems Analysts for their opinions about the lack of prefixes in old NOTIS numbers in this field, before a recommendation in this area can be issued. In general, however, the Committee agrees that numbers in this field should have identifying prefixes (or suffixes) that will indicate which import sources were used to obtain the records.

Holdings Data in Horizon

General issues regarding serial holdings data in Horizon were discussed, including:

1. A report was made during the last meeting that data input in the "free chron" field of the Horizon "summaries of holdings" record may not be displaying unless something is typed into the same record's "free enum" field as well. According to a test by A. Lim, "free chron" data *will* display in WebPAC even if there is no "free enum" data.
2. S. Savage reported that whatever is typed in "free chron" in the "summaries of holdings" record is put into brackets automatically in displays.
3. Migrated enumeration and chronology elements appear as one single sting in the Horizon "free enum" field. A question was asked whether or not libraries should separate the one string into the two appropriate "free enum" and "free chron" fields as they encounter migrated records.

ACTION PENDING:
- A. Lim is currently writing procedures for WSU regarding the creation of "summaries of holdings" records in Horizon. She offered to use these procedures as a guide to create a new document for Horizon holdings, similar to the DALNET document entitled, "Consistent Display of Acquisitions/Serials Information in LUIS."

RECOMMENDATIONS:

- Until the draft of the new document is ready, the committee recommends that libraries should NOT attempt to separate the migrated "free enum" strings into the appropriate "free enum" and "free chron" fields. *New* "summaries of holdings" lines that are created, however, should have holdings data separated into the two fields as applicable.
- Do not use brackets in the "free chron" field in Horizon since brackets appear automatically in displays of this field.

Media Type Codes

A need for standards regarding Horizon Media Type Codes was discussed. These codes are required in all Horizon copy records. S. Savage reported on a test he performed in this area: The test indicated that, if Horizon serial copy records share the same media type code, they also share the same Horizon-assigned "serial number." Copies that share this "serial number" must also share the same prediction pattern, which then also affects the way issues from these copies can be checked-in. To avoid this inflexibility and the problems it is sure to create (which were discussed at length at the 1998 HUGM), S. Savage suggested that the following convention for assigning media type codes could be adopted:

> A media type code convention could be used wherein the first and all subsequent copies of a serial title in the same format could share the same core media type code, and yet also be assigned an as-needed one-character suffix that would be unique for each copy. The one-character suffix could start first with numbers 1-9 and then with letters, a-z. For example, a first copy of a currently received periodical at WSU would be assigned the media type code of "wsperi1," a second copy would be assigned "wsperi2," a third copy "wsperi3," and so on. The core code of "wsperi" could be used for non-currently received periodicals.

ACTIONS PENDING:

- S. Savage will discuss this topic and his suggestion with the DALNET Serials Task Force. There may be some overlap in responsibilities that need to be discussed between this task force and the DALNET Database Standards Committee before recommendations in this area will be issued.

When to create copy records in Horizon

The Horizon cataloging manual explicitly mentions that copy records are not always needed for multiple-volume monographs when only one location, for instance, holds the volumes in question. This raises the issue about when copy records should or should not be created in Horizon.

RECOMMENDATIONS:

- For consistency and easier-to-read displays in WebPAC, the committee recommends that all titles with multiple volumes should have copy records associated with them,

even if there are not multiple copies involved. Item records in these cases must therefore be linked to copy records, rather than directly linked to bib records. "Summaries of holdings" records should also then be created for the copy records, whether the items are set to display in WebPAC or not.

Serial Run Codes in Horizon

Standards are needed for Horizon serial run codes. Currently, WSU uses codes for "main," "index," "supplement," and a few other types of runs, but there need to be some guidelines regarding how, when, and what run codes to use on "summary of holdings" records.

ACTIONS PENDING:
- S. Savage will discuss establishing a list of standard codes with the DALNET Serials Implementation Task Force. He will also discuss with them when and how these codes should be used in Horizon databases.

DALNET Database Standards Needing Revision

Even though not all DALNET libraries have migrated to Horizon, the Committee agreed that existing DALNET database standards and policies should be reviewed and revised now to help us adapt to the new Horizon environment. B. Ho distributed copies of all current standards for the Committee's review.

ACTIONS PENDING:
- Committee members with Horizon experience were asked to review the existing standards and bring back any proposed revisions: B. Ho for Name/Series; D. Roe will be asked to handle Provisional Records; S. Savage for Bib and Authority Records (hopefully with the help of D. Roe and/or W. Cromwell-Kessler); A. Lim for Subject Authorities and Holdings. Work on the standards for minimal-level bib records was deferred for now.

Other News and Announcements

- T. Shen reported that WCCC had succeeded in linking or otherwise handling virtually all of its unlinked item records in NOTIS, in preparation for WCCC's migration to Horizon.

- The next meeting will be held on May 18, 1999, 9:30 a.m. to 12:00 p.m. Location to be announced.

Notes by
A. Lim