

MINUTES

ALEPH AUTHORITIES MEETING TSPC Authorities Subcommittee November 2 & 3, 2006

Attendees: Priscilla Williams, UF, and Sue Wartzok, FIU, (Co-chairs); Malka Schyndel, FAU; Esmer Brown and Bob Sun, UWF; Angela Randtke, Verna Urbanski and Lee Richardson, UNF; Sarah Cohen and Millie Jackson, FSU; Allison Howard and Charles Gordon, USF; Nancy Williams, Gerald Langford, Haiyun Cao and Jean Bostwick, UF; Elaine Winske, FIU; Jeanne Piascik, Eda Correa and Kimberly Montgomery, UCF; Mary Ann O'Daniel, Daniel Cromwell and Charles McElroy, FCLA.

Day One: The meeting convened at 1:00 p.m.

I. Update from FCLA -- Mary Ann O'Daniel & Daniel Cromwell

MeSH - Daniel Cromwell reported that he was starting to work on preparing to load the MeSH files; the preliminary matching has been done, but further progress is complicated by the fact that he can't use p_manage_31. There was discussion of the fact that MeSH is indexed only in the SUM index, not in the SUB index. Also—unlike LCSH—MeSH is updated only once a year in November. MeSH12 was loaded in 2004; we now need to load the new files for 2005, 2006 and 2007.

Mary Ann pointed out that we can't simply unload the current file and reload the new one in ALEPH v.15.5 (the current production version) because we would have to reindex and relink the entire database. This would have a tremendous impact on indexing queues, and procedures such as global changes might not be indexed for a week. It is a possibility as part of the upgrade to version 18, which will require reindexing and relinking anyway. Daniel said that they would need to monitor the indexing queues for the larger libraries.

One of the unknowns is whether CORs can be used in MeSH. Daniel hopes to start testing next week. He thinks he can do a flip to get the NLM number in an 035, so that it can be used as a match point. He will share information/progress on the loads on the Authorities List and ask for feedback from Cecilia Botero, Allison Howard and others. Allison Howard suggested asking on the Ex Libris North American listserv to see if others are already loading MeSH headings.

The manage_15 patch: manage_15 is the routine that is run to delete unlinked headings. It has never worked properly for our installation of ALEPH – what is the status of the service pack that was supposed to be available in August?

The Phase I libraries tried to use manage_15 but found that it deleted headings that they did not want deleted. The heading indexes were purposely enriched with

unsubdivided headings from authority records if a library catalog contained the headings with subdivisions (the “xyz” index). The catalog does not necessarily contain the heading in undivided form. The result of the enrichment is a heading in the index with no bibs linked to it. Manage_15 saw this as an unlinked heading that should be deleted – and did. Unfortunately, that did away with cross references and information notes that are useful in the headings index. FCLA reported the problem to Ex Libris, which created a fix that was issued in a service pack. The service pack was applied to the Development server, then the Test server. It would not apply properly to the Report server initially because of problems with the compilers on Report. These problems were overcome, but manage_15 still needs more testing before installation on the Production server.

It was agreed that subjects are what need to be tested, particularly how the xyz index works. Angela Randtke (UNF) said she would help with the testing in Report and she will report results to the list. UF and USF also agreed to help with the testing.

There was further discussion of the fact that manage_15 is run only against the headings indexes. If there are multiple records with a heading that normalizes so that they are the same, the system does not know what to do. It is designed to expect all 1XX and 4XX fields on authority records to be unique headings.

Action item: In order to facilitate testing of the manage_15 patch, Daniel will prepare a protocol.

Plans for the upgrade process & Endeca – Mary Ann reported that the latest plan is to move all 11 SULs to version 18 of ALEPH over the spring and summer of 2007. FCLA will have to upgrade ALEPH to versions 16 & 17 before they can upgrade to v. 18. The libraries will see only version 18. Development was upgraded first, then there will be a test upgrade with each library’s full database. Development is running v. 18 now. This version is very rough so the project coordinators should have people check who don’t ask a lot of questions!

A new server is being purchased for the upgrade for the full-file test; this has introduced some delays. The plan is for each library to have several months to look at the v. 18 test files. FCLA will be moving forward carefully to see how the new version behaves with our architecture.

The plan is to upgrade to v. 18 for Production but to keep the old indexes initially. The results of the authority fixes will not be seen until the indexes are recreated under version 18. Mary Ann said each SUL would have 4-6 months to review its full test files in version 18. Each SUL would need to decide about any changes in indexing during that time. FCLA hopes that parallel indexing will allow them to reindex the databases post-upgrade with no down time.

Ex Libris is introducing “packaged training” for version 18. FCLA will be evaluating these recorded training programs which will be the initial training for version 18. They are

negotiating to get the packaged training in exchange for previously negotiated training days.

Information about the version 18 upgrade can be accessed from the FCLA Library Services page (<http://www.fcla.edu/libraryservices/index.html>)

The ExLibris documentation portal is at:

<http://www.exlibrisgroup.com/docportal/logon.php>

Contact your LMS Project Coordinator for the user name and password.

Endeca will be after v. 18. [Change since November meeting: It will now be implemented just before the upgrade to v. 18.] The prototype was issued and will be worked on by Rich Bennett and his OPAC subcommittee. NCSU has shared the code for their Endeca catalog with FCLA. In order to create the Giant Union Catalog, FCLA has de-duped the 11 SUL databases by using the OCLC number; the result is displayed as a merged bib. That is, a given record will have fields that differed from the various versions of that record as found in the various SUL databases. The merged record will contain the TOCs that UF has paid extra for and that are loaded into 970 fields but they will display in UF's catalog only, not in the union catalog, as UF is contractually bound not to share them. There are plans to eventually also de-dupe on other numbers, such as the Early English Book Online vendor number.

Circulation status will be up-to-date—contrary to initial reports. The data will come from ALEPH.

Mary Ann encouraged us to join the general SUL OPAC listserv (libopac-l) and participate in the design process. It is her understanding that Phase 1 of the process will provide for keyword searching only; no browse searching. There may be a 2nd or 3rd phase to add browse searching. Mary Ann said the ALEPH OPAC will remain accessible to us in version 18 but, unlike the version 15.5 OPAC, it will not be customized by FCLA.

Plans for reports training

The plan is to use Camtasia, a pre-recorded training application, to create training modules.

There was then discussion of what reports we need—new headings reports for each institution and “error 9” reports are two of the major ones needed. (NOTIS “error 9” reports were for SEE references that were used as established headings.) Angela pointed out that the ALEPH unauthorized names headings report is just junk. She also said that getting a useful report for subjects with subject subdivisions was particularly difficult. In NOTIS it was easy to see typos. The New Headings Report in NOTIS broke the headings apart and told us which headings or portions of headings had matching authority records. Mary Ann said that, once the index tables are in the data warehouse, the reports may be better. A “similar heading report” (manage-26) might also be helpful. Someone commented that an unauthorized headings report would be more useful than a “similar headings report,” especially if we are able to run manage-15 to delete unlinked headings that should be deleted.

Daniel encouraged us to look at the Report module to see what type reports are already available in ALEPH. Then we need to compile a list of needed reports for FCLA.

Action item: Compile a list for FCLA of the authority reports we would like to have besides those already available.

II. Background information -- Mary Ann O'Daniel

The processes involved in linking authorities to bibs; Why headings on bibs often don't link to the authority; Ambiguous authority headings: what it means to your ALEPH

There can be three different forms of a heading in ALEPH: the normalized form, the filing form and the display form. Matching is done on the *normalized* form. Linking is done on the *display* form (so capitalization and punctuation matter).

Mary Ann said that there's a new option (possibly in v. 17) that allows you to force re-linking. We then discussed the reasons why headings don't link. First, the heading may be an "ambiguous heading." An ambiguous heading is any normalized 1xx or 4xx heading that occurs in multiple records. An example of an ambiguous heading is the corporate body name [110] for a ship "Peruvian (Bark)" and the topical term [150] "Peruvian bark," a common name for the bark from which quinine is derived. Version 15 of ALEPH does not check the tag to see if the heading is a 150/450 or a 100/400; v. 18 will check the tagging to eliminate some of the confusion. Right now, whatever Name Authority Record (NAR) has the lower system number will be linked to the heading!

However, as far as Mary Ann knows, v. 18 still won't check bib heading indicators! She said it's possible there have been some fixes or service packs put out to fix this oversight; however, the last she knew, such was not the case. Furthermore, v. 18 is still not looking at the 008 code to see if the heading is LC, Children's or MeSH.

This then led to a discussion of a permanent fix for the incorrect linking of LC subject headings with Children's Subject Authority Records (SARs). Well over a year ago via the listserv, the subcommittee had authorized Mary Ann to upcase the use codes (positions 14-16 in 008) in Children's SARs in order to prevent incorrect linking. However, when new adult subject SARs are loaded with a heading that matches a Children's heading, no linking takes place because the Children's SAR, being the older heading, still has the most seniority.

Several alternative solutions were discussed, such as adding a \$7 or \$9 with "LCCH" in the subfield. The problem with this solution is that the subfield would have to be added to the bib headings as well. Also when the bib was contributed to some cooperative effort, the subfield would then have to be stripped out.

Another solution is to see if any SUL is controlling Children's headings. Several SULs indicated that they use Children's headings but that was perhaps the wrong question.

Action item: The Co-chairs will survey list membership to see if any SUL is using LCA10 to control Children's headings. If not, they will then see if it would be OK to delete all Children's headings from LCA10.

[Update: In March 2007 Mary Ann and her OPS assistant added \$\$2 [LCCH] to each of the 1xx and 4xx fields in the Children's heading records. This caused these records to no longer link to bib records.]

Mary Ann gave out the link to last summer's ELUNA meeting: <http://www.elu-na.org>. Contact Mary Ann off list (fclmod@ufl.edu) for the login and password. Mary Ann had brought copies of the PowerPoint presentation she gave at the meeting: Sharing a Resource Authority File: Consortial Issues and System Challenges. Mary Ann's presentation can be accessed on the webpage for this meeting. She encouraged us to look also at the presentation by Sandy Card, SUNY-Buffalo, entitled "Authorities: Are We There Yet?"

To understand more about version 18, it may help to go to the ExLibris documentation online and read the Release Notes for versions 16, 17, and 18.

Something that is possible in version 18 is to add the text of the 1xx to the 4xx to make the 4xx unique. For example, add "American Library Association" to the 4xx "ALA" (i.e., ALA \$\$7 (American Library Association)). Version 18 has a fix to make all the 4xx "ALAs" file next to each other.

How to handle retained delete records

There was also more general discussion of how to handle Deleted authority records. Mary Ann can prevent linking to the headings on the deleted records by uppercasing the use codes but the same problems remain with the Deleted record being more senior and thus preventing linking to the correct record. An experiment could be tried in which Mary Ann adds a \$7 or \$9 that says Deleted record. A show of hands in the group indicated agreement that Mary Ann should experiment with this as a possible solution.

Action item: Mary Ann will carry out experiments in order to test possible solutions for handling retained delete records.

[Update: In April 2007 Mary Ann and her OPS assistant began a project to add \$\$2 [DELETE RECORD] to each of the 1xx, 4xx and 5xx fields in the Delete records. This should cause these records to no longer link to bib records.]

Why headings on bibs often don't link to the authority

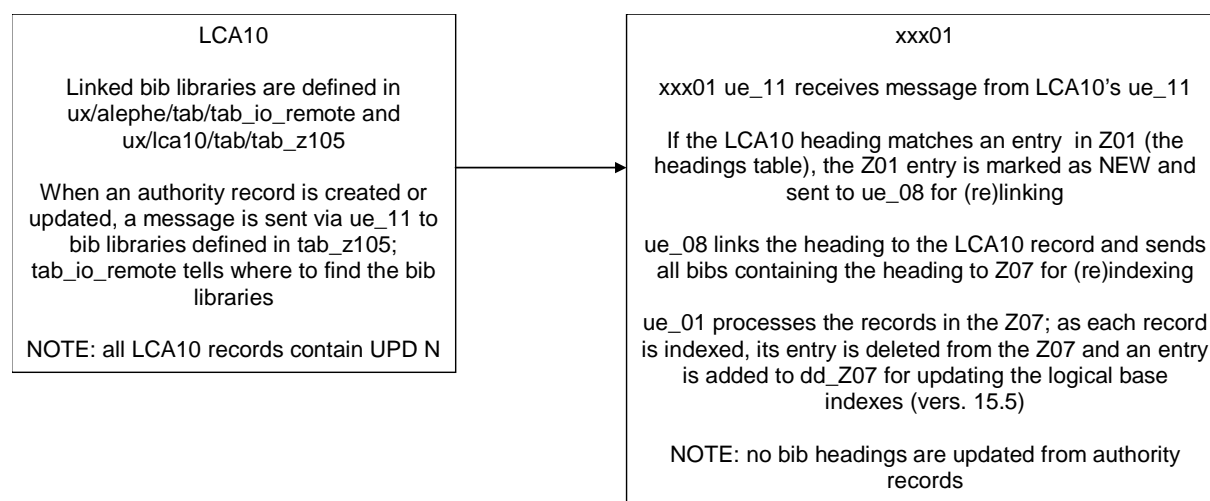
There was more discussion of just how the linking works. Mary Ann explained that when the system is checking to see if a heading is authorized, it looks first at your library's local authority file (UFU10 for the University of Florida) and then at the shared national

LC authority file in ALEPH loaded in LCA10. If the displayed form does not match—note *displayed* form, which means that capitalization and punctuation must match as well—the linking won't take place.

The processes involved in linking authorities to bibs

Mary Ann then ran through the diagram in her PowerPoint presentation entitled “Activity generated from LCA10,” which details all the Oracle tables involved when an authority record is created or updated. Note that the box on the left specifies that “all LCA10 records contain UPD N” which means NOT to automatically update headings on bibs. This ties in with the final topic for Day One.

Activity generated from LCA10



Mary Ann also discussed the linking architecture in ALEPH for MeSH.

The impact of LCA10 updates on local indexing queues

Mary Ann further explained that ALEPH assigns indexing priority to records via the date given to a record's entry in Z07. For example highest priority records are assigned the year 1998 so they'll go first, while lowest priority records are assigned the actual date so

they'll go last. Lowest priority is given to updates from authorities and global changes as well as certain other batch jobs. Low priority updates are held until they are ready to be indexed by ue_01 and can safely wait in Z07 until that happens, overnight or longer. Donna Alsbury is working on an ALEPH ARROW report that allows searching for a record in Z07 so that we can tell why something has not indexed yet.

Mary Ann thinks that any time we change anything in a bib access point, the system re-indexes every heading in that bib. Because of the inadequacies of ALEPH authority control and because of the impact of authority changes on the indexing queues, the University of Maryland did not even load authorities. Verna Urbanski had a hard time finding another ALEPH library to talk to about authorities.

Global changes, deletions or any batch jobs have the same indexing priority as bibs being (re)indexed because of authority loads. That's why Mary Ann loads subject updates after 3:30 pm. She will load a series/title file on the same day but she won't load a names file on the same day. Subject loads have an even greater impact on the indexing queue than names loads.

(Reports on the ue-01 and ue-08 processes can be accessed through the ALEPH staff menus for the individual SULs.)

Mary Ann distributed a handout which is a "record count report" from each SUL's Z07 table. The report indicates the number of bibs in the SUL's 01 library waiting to be indexed. If you look at the reports from some of the larger SULs you can see that authority loads can sometimes cause thousands of bib records to be re-indexed.

LCA10 update reports: how to read them, how to use them

There can be as many as 7 reports for each update file that is loaded—fewer if there are no deletes (as happens in subject loads) and no CORs. Mary Ann said that we should determine which reports we need to analyze.

- COR – an image of records that contain COR fields (a COR field is created when a record's 1xx changes; the previous 1xx is in the COR field). You should always look at this report. Mary Ann runs the COR report after a load is finished and before Gerald and Angela do clean-up.
- Predelete & preupdate – image of records before they are deleted or updated. Predelete and preupdate reports are output by the print-01 service.
- "New" and "update" logs – generated by p_manage_31. There are two each of the "new" and "update" logs: one arranged by system number, the other by "condition code." The Authority user guide has the definitions of the "condition codes." Condition code 04s go to LCA19. The term "Block Duplicates" appears before a (sometimes incomplete) list of records that have been "blocked." "Blocked" records have their use codes (008 positions 14-16) upper cased. So they no longer link to bib records. Records are "blocked" because of the ambiguous headings problem. Whenever a 1xx or 4xx in a record being loaded matches a 1xx or 4xx in another record, both records are "blocked."

III. Agree on plan for setting UPD code to Y=yes -- Mary Ann O'Daniel

Mary Ann said setting update (UPD) to Y is a little more complicated than assumed earlier. This topic is sometimes referred to as Global Change but it is really a much more consequential process. Global Change is something that each library can do in its own database. This process can be called Global Update as opposed to Global Change but there's the risk of confusion because of the similarity in terminology. Allowing this process to run would mean that headings on bibliographic records would be updated from authority records.

Mary Ann stated that if we give her the go-ahead, she would need to test the procedure in the Test database. She will need Systems support to prepare to test it and it may take work to even get it set up to test. Then she would want various libraries to test it as well.

To be continued tomorrow.

The Day One meeting adjourned at 6:00 p.m.

Day Two: The meeting re-convened at 8:30 a.m.

I. Agree on plan for setting update (UPD) code to Y=yes -- Mary Ann O'Daniel – (continued)

There was a show of hands with all agreeing to authorize Mary Ann to set up the procedure and work with individual libraries to test it. Angela Randtke from UNF and Gerald Langford from UF agreed to be early testers.

This is not something that Mary Ann will test in v. 15; she will test in v. 18. Even with v. 18, there is a *known bug* in handling multiple subfield x's; the bug causes the system to wipe out any subfield x beyond the first one. Another thing to test: If we change an author heading, will the author portion of an author/title heading also be changed? And, if so, will the title part be retained or deleted?

Action item: Mary Ann will work with Systems staff to prepare to test setting update (UPD) code to Y in v. 18. She will test on the Test server and will work with individual libraries to further test the procedure.

II. Do we want any new LCA10 indexes for v. 18? -- Elaine Winske & Mary Ann O'Daniel

Elaine reported that FIU has added to their series keyword index (WSE). Angela pointed out that WSD should be but is not in Tab00. There was discussion of the fact that for Browse indexes FCLA is requiring a library to remove an index if they want to add one. This is because Browse indexes are so resource intensive. However, Mary Ann admitted that the indexes for authorities in LCA10 were not examined like the bib

indexes were. WTP is an index that may have been left over from testing and it may in fact be inactive.

Action item: Mary Ann will see that WSD is added to Tab00 now so that it will be fully in play once the re-indexing for v. 18 is complete.

Action item: Mary Ann will check on the WTP index and take care of any necessary follow up.

There was more discussion of WSE and whether name-title series are included; they are not included in WTI. If they are not included, all X00, X10 and X11 fields that are on records coded in the 008 as series records should be included.

Action item: Elaine will send out the fields/subfields FIU added to the FIU10 WSE index for discussion on the listserv.

The discussion then turned to the question of whether it was not time to have just one listserv for authority control discussion.

Action item: Discuss on listserv whether it is time to have just one listserv for authority control discussions. In order to facilitate this discussion, Mary Ann will send out a report of the membership of the two lists, SUSAUTH and ALEPHAUTH. [Update: There is now one list, SUSAUTH-L]

The SBD index for subdivisions was then discussed. Mary Ann said that it's an "out of the box" index. We need to play with this index and the others and post our findings and questions to the list. The goal should be to agree on changes before v. 18 is implemented. Any changes we make now will only index new entries into the database. However, any changes that are in place at the time of the re-indexing for v. 18 will then index the entire database.

Action item: Discuss LCA10 indexes and our own authority indexes on the listserv. The deadline for making improvements is the implementation of v. 18 when our databases will be re-indexed.

III. Series and Names Loads - Report from the team that unblocked series/titles loads -
- Angela Randtke (UNF), Gerald Langford (UF), and Nancy Williams (UF)

Although there was some discussion yesterday of blocked records, the discussion continued today. Nancy pointed out the fundamental fact that if blocked records are not unblocked, the cross references don't work.

She also reported that Angela has developed a report based on the COR report that puts two headings together so that you can easily see the differences. Looking at the excerpt from a report that she distributed, it was easy to see that many flagged headings were on the list because of the presence of a period at the end of the heading

while the other heading had no period. This “duplicate COR” or “dupcor” report is sent to the authorities list for each of the weekly subject and series loads.

There was then discussion of the clean up work on names, which is very time consuming. Fortunately, most of it is macro-driven. Also, new authorities and updated authorities can be run simultaneously on two different computers. One recent report that Gerald ran to remove the CORS from LCA10 that normalize the same took 13 hours due to hang-ups in the program.

Mary Ann reported that they have managed to automate cleaning up indicators but not periods. They tested a routine for removing final periods but it was removing all periods!

Discussion of LC’s decision to cease tracing series and to cease creating authority records for series followed. This is causing quite a problem for UF because they don’t look at the cataloging for their shelf-ready books. However Michael Jay (UF) has developed a program that lists the records that have 490 zeros. So far the number of records reported has not been too bad; one batch for instance had 10 untraced series out of 330 records loaded. GenLoad has the capability to flip 490 zeros to 440 fields but it can’t set the filing indicator.

A report of the meeting “LC Series Decision Meeting at FCLA” on this issue held Aug. 18, 2006, with representatives from FCLA, UF and UNF will be posted on the subcommittee’s page.

Action item: Post report of Aug. 18, 2006, meeting about the LC series decision.

(Michael Jay has also written a program to move hotlinks to tables of contents from the 856 field to a 505 field. In the 505 field the link is not hot. UF wanted to forestall user frustration from clicking on a link that does not take them to full text.)

It may now be possible for catalogers with full level logins to OCLC to lock and control series on DLC records. This would contribute to the goals of shared cataloging.

Previous to this meeting, Linda Smith at UNF had done some checking to see if there was a cataloger authorized to contribute series titles to NACO who would be willing to enter the series titles created by other catalogers in the state. There seems to be a need for a NACO Series Funnel. Sue said that one of her colleagues had attended an ALA meeting during which a librarian from Brigham Young University said that they were planning to step up their series contribution.

Action item: Sue will look into the guidelines for NACO funnel projects and, if appropriate, contact the BYU librarian to see if BYU would be willing to coordinate a series funnel.

Following the report from the team that unblocked series/titles loads, Priscilla and Sue announced that they wished to formally recognize the work of these individuals. To that

end certificates of appreciation were presented to Nancy Lynne Williams (UF), Angela Randtke (UNF), and Gerald Langford (UF). The certificates read as follows:

Nancy Lynne Williams
Authorities Guru

This certificate is presented to Nancy Lynne Williams, "Authorities Guru," by her colleagues on the Authorities Subcommittee of the Technical Services Planning Committee of the Council of State University Libraries in recognition of her insightful ideas on how to make authority control in ALEPH work as well as possible and her hard work to help bring that about. Her leadership role began with the preparations for the switch-to-production in ALEPH at the University of Florida, the first university to implement ALEPH, and continued most recently during the loading of the backlog of series authority records into ALEPH.

Angela Randtke
Macro Queen

This certificate is presented to Angela Randtke, "Macro Queen," by her colleagues on the Authorities Subcommittee of the Technical Services Planning Committee of the Council of State University Libraries in recognition of her writing many macros and programs which automate the considerable cleanup that must be done after a load of authority records into ALEPH in order to maintain the cross reference structure intact. The resulting savings of time and manual labor will be even greater as the backlog of name authority records are loaded into ALEPH.

Gerald Langford
Gentleman Authorizer & Macro Modification King

This certificate is presented to Gerald Langford, "Gentleman Authorizer & Macro Modification King," by his colleagues on the Authorities Subcommittee of the Technical Services Planning Committee of the Council of State University Libraries. Gerald is always pointing out the contributions of others to the cooperative authority control process, but he is himself deserving of recognition for his contributions as well. His knowledge of the University of Florida database and authority maintenance in general has allowed him to make numerous suggestions for modifications to the macros so that they worked more automatically. He also suggested enhancements that would allow more of the blocked records to be unblocked and duplicate COR fields to be deleted, thus maintaining the cross reference structure of the ALEPH OPACs of the State University Libraries.

The Subcommittee also recognized the dedicated, goal-directed work of Mary Ann O'Daniel of FCLA as she and her team have focused on loading the files of authority records which backlogged during the STP process. Mary Ann was presented with a box of Thornebrook chocolates to share with her team and a feathered toy for her cats, neglected at home during her long hours at the office.

IV. ALEPH Reports -- Mary Ann O'Daniel & Daniel Cromwell

Mary Ann reported that she and Donna Alsbury were working in conjunction with an Oracle programmer to create a report of the updated LCA10 records that link to each library's headings. Right now the report is in an interim format because the report can not yet be produced from the Data Warehouse. She then demonstrated the new report. There was general discussion about this report and other reports FCLA might be able to create. There was consensus that there needs to be ALEPH authority reports to take the place of the NOTIS authority reports before NOTIS can be shut down. Mary Ann will send progress on the work to the listserv when there is something to report.

The current report reads a list of LCA10 system numbers that have been updated. It then reads the Z01 headings table. Z01 does not tell you what bibs contain that heading. The reading of Z01 gives the ACC sequence number which is the number in the first column of the report. There is another table in ALEPH where the ACC sequence number is followed by a list of bib system numbers linked to that heading. Mary Ann and Donna hope to eventually get a report that lists LCA10 system numbers and associated bib numbers. Once the indexes are in the Data Warehouse tables, Donna may be able to provide bib numbers; however, the report will be big and we may not like it. (Large files such as UF's time out.)

In order to facilitate discussion of the reports that we need, Daniel and Mary Ann listed the reports that are currently available:

Auth_03 lists unauthorized headings (headings in the bib library not linked to headings in the authority library)

Manage_26 detects similar headings

Auth_04 lists headings with multiple document records (can be run inside authority library to identify ambiguous headings)

Print_05 lists records that contain headings linked to 4xx fields and CORs

Elaine Winske asked if we can get a report showing which of our local records are in LCA10 so that we can delete unneeded records. Mary Ann replied that she could run p_manage_36 three times against each of the eleven universities' databases. But she'd have to log into our authority library and this would not be safe! Instead she proposed creating files for us to pick up and run the process ourselves. The three runs would be to produce the following reports: 1) no match; 2) systems numbers that match a single local authority record; and 3) system numbers that match more than one local record.

The match would have to be on the 010 field. She proposed starting with series as a pilot project. She will start with next week's load. If it works with that load, she can go back and do historical files. Angela will work with her on this.

Action item: Mary Ann will create a file for Angela to test running reports to identify records in the shared authority file which are duplicated in our local authority file; they will test using series records.

She also said that we could retrieve a list of records that lack an 010 field and match them against the GEN index to produce a report.

We had planned a sharing session among libraries generating their own reports. It would appear that only UNF is producing their own reports. Angela uses auth03 and print05. Jason Fleming (UF) ran a report listing 690 fields in UF's local authority file, using ret-01 and print-03. There was discussion of whether the COR report should be revised to include just the 1XX and the COR. This was not considered a good idea.

V. Centralized authority control: What exactly do we mean? How can we move forward?

One point that was agreed on was that FCLA will take over running Angela's scripts. The unblocking however still needs to be done cooperatively by the libraries.

We can also move forward by coordinating Global Update. In the early days of NOTIS, there was shared decision making about possible headings to update. Each library was asked to review the proposal and individual libraries could opt out. After the update was run, each library received a report on the number of records changed. With ALEPH, however, a library can not opt out. The only way to in essence opt out would be to create a local authority record that would block changes to your database. It was agreed that the best way to discuss possible Global Updates would be through a secure blog.

Action item: Mary Ann will ask her FCLA colleagues to create a secure blog for the discussion of possible Global Updates (that is, setting the UPD code to Y).

There was then discussion of FCLA training library staff to take better advantage of MacroExpress. Mary Ann pointed out that FCLA has never provided support for local software. She also pointed out that Jason Fleming (UF) has posted his Macro scripts. Furthermore, MacroExpress is so specific to screen settings that to share macros there almost needs to be a list of model machine settings. It has also been found that using mouse commands is problematic; it's better to use keyboard commands whenever possible. So the question remains of how to share expertise. The best solution seems to be to have each institution's MacroExpress person post what they've done on the TSPC swiki.

There was also discussion of sharing some of our global changes—not global updates. Global changes have to be run individually by each 01 library. Once again, methods of handling these might be shared on the TSPC swiki.

The clean up of netLibrary records is another project that would be ideally shared. However, it would not be easy to centralize. FCLA would have to pick up the file; clean it; and then give it out for loading. Moreover, bibliographic records live in a “blob”—this is actually a technical term. The blob refers to the fact that it’s hard to put a bib record into an Oracle table.

There was brief discussion of asking the Directors to fund a position at FCLA for centralized authority control. This discussion was tabled.

The meeting concluded by discussing the eventual need to shut down NOTIS in view of its \$300,000 price tag per year. It was agreed that libraries would continue to send Mary Ann information for the spreadsheet that she is compiling of NOTIS functions for which a substitute needs to be found before NOTIS is shut down.

Action item: Subcommittee members should send Mary Ann their uses of NOTIS so that her spreadsheet of essential functions is complete.

The meeting was adjourned at 1:00 p.m.

Action items:

1. In order to facilitate testing of the manage_15 patch, Daniel will prepare a protocol.
2. Compile a list for FCLA of the authority reports we would like to have besides those already available.
3. The Co-chairs will survey list membership to see if any SUL is using LCA10 to control Children’s headings. If not, they will then see if it would be OK to delete all Children’s headings from LCA10.
4. Mary Ann will carry out experiments in order to test possible solutions for handling retained delete records.
5. Mary Ann will work with Systems staff to prepare to test setting the UPD code to Y in v. 18. She will test on the Test server and will work with individual libraries to further test the procedure.
6. Mary Ann will see that WSD is added to Tab00 now so that it will be fully in play once the re-indexing for v. 18 is complete.
7. Mary Ann will check on the WTP index and take care of any necessary follow up.
8. Elaine will send out the fields/subfields FIU added to the FIU10 WSE index; for discussion on the listserv.
9. Discuss on listserv whether it is time to have just one listserv for authority control discussions. In order to facilitate this discussion, Mary Ann will send out a report of the membership of the two lists. [Update: There is now only one listserv]

10. Discuss LCA10 indexes and our own authority indexes on the listserv. The deadline for making improvements is the implementation of v. 18 when our databases will be re-indexed.
11. Post report of Aug. 18, 2006, meeting about the LC series decision.
12. Sue will look into the guidelines for NACO funnel projects and, if appropriate, contact the BYU librarian to see if BYU would be willing to coordinate a series funnel.
13. Mary Ann will create a file for Angela to test running reports to identify records in the shared authority file which are duplicated in our local authority file; they will test using series records.
14. Mary Ann will ask her FCLA colleagues to create a secure blog for the discussion of possible Global Updates (that is, setting the UPD code to Y).
15. Subcommittee members should send Mary Ann their uses of NOTIS so that her spreadsheet of essential functions is complete.