

Technical Services Planning Committee Meeting (Conference call)  
October 21, 2004

Summary

Participants:

Martha Hruska, UF- Convener & Moderator; Jim Michael, USF; Priscilla Williams, UF; Mary Ann O'Daniel, FCLA; Catherine Gardiner, FGCU; Sue Wartzok, FIU; Elaine Winske, FIU; Carolyn Goolsby, FSU-Janice Ross, FSU LAW; Judy M. Kelly, NCF; Linda Sutton, UCF; John Hein, UNF; Dan North, UWF

The meeting was called to order by Martha Hruska. Following customary introductions Martha asked for volunteers to be elected to chair the TS Plan Committee due to changes in committee representation from FGCU. After no one volunteered, Martha agreed to chair the Committee until July 2005. She invited participants in the conference call to assist her in the capacity of chair, which she said could be discussed at a later time.

Status report from FCLA- ALEPH/NOTIS issues

- The four phase 2 libraries (USF, FAMU, FSU, FGCU) are reviewing subset 1 data loads.
- Daniel Cromwell will begin cataloging & acquisitions functional training for phase 2 libraries next week
- Service pack 2 has been installed on all 4 servers (Development, Production, Report & Test)
- Not every installed service pack will require a new client
- The Development region is reserved for systems administrators to work with service packs, etc.
- Tuesday afternoons are reserved for system maintenance and testing on the Test server. Mary Ann does not recommend scheduling training at that time.
- Messages regarding the regularly scheduled Tuesday afternoon down time is sent to the LMS Projects list

LC Authority weekly updates:

- LCA10 hasn't been updated since the retrospective file was created; it's current only through week 8, or 2/23/04. Testing of weekly updates was delayed for a number of reasons. The most recent problem was incorrect indexing of the 010, which is used for matching. The 010 indexing has been corrected in LCA10 in Test and Prod, so testing can proceed.
- FCLA will concentrate on getting the LC weekly updates loaded independent of reports, etc. and could do more testing as early as next week. The possibility of libraries loading their own updates into their local authority files was discussed and will be explored.
- Mary Ann noted that LCA10 in Test links with headings in the libraries' bib files on the Development server. Library staff who review loads into LCA10 Test will need clients for Development to see the interaction with their bib indexes.
- Mary Ann pointed out for the benefit of NOTIS users that the LCA10 Resource Authority File in ALEPH is a separate database and tried to explain the complexity of the file. She'll distribute a diagram of the authority files in ALEPH to help us understand the structure of the file and how it should function
- Martha suggested that perhaps the Authorities Sub-Committee would be an appropriate group to work with Mary Ann on testing the LC weekly updates
- After discussing progress on the LC weekly updates loading, John Hein pointed out that we should also put running the "P-manage 15" service regularly on the horizon because it is just as important as the weekly updates. When you delete a bib record the old heading hangs around until you get rid of it by running the "P-manage 15" service

#### Authorities Sub-Committee

- Priscilla Williams and Sue Wartzok reported that there had not been a flurry of activity in the committee since postponing the work of the Sub-Committee to recommend on the mechanics of how authority maintenance could be centralized for the SUL. The Committee will work to keep the rest of the SUL informed on current authority control issues in ALEPH and work closely with Mary Ann to identify reports, etc. that will forward plans to centralize authority control maintenance in the SUL

#### LTQF records

- LTQF records will remain in NOTIS until all libraries migrate
- There will not be a "transparent" merging of the records in LTQF with the ALEPH database; LTQF will have to be included in the search
- If an institution wants LTQF records included in a search (as transparent) each institution will have to load the records in their bib files
- The Metalib implementation will allow users to include QF records in their library searches, but they will have to know to do a combined search.
- The discussion of LTQF & authority control issues should include Public Services staff

#### MARCIVE

- Mary Ann loads SLS records for UWF every Thursday
- UF is more complex but she has sent specs for loading UF Marcive records to Carol Harris, Documents Dept. & Jimmie Lundgren, Documents cataloging liaison
- MARCIVE loads have been delayed simply because there have been so many other things to do in front of MARCIVE

#### CAGER

Jim Michael reported that the CAGER group last met in Spring 2004 and that there has not been a lot of activity within the group. Jim sat in on a discussion of the Serials Solutions MARC records service and stated that there had not been a real discussion in CAGER. Martha suggested that maybe the CAGER group could discuss issues regarding the pros and cons of centralized cooperative cataloging for e-journal subscription groups and raised the question of whether CAGER should get involved with making decisions for adding records in the catalog. The consensus was that we do need a group to refer these issues to and that CAGER could look at the records to scan for misleading information, etc. Martha also mentioned that UF is looking at loading electronic records in the catalog separate from print copy for Gale Virtual Reference eBooks and Gale's Literature Resource Center (LRC). It was suggested that maybe we could have an ECC liaison to keep each institution informed on electronic record loads and that we should have a CAGER representative to join ECC conference calls

#### Reviving Acquisitions, Cataloging, Serials subcommittees

- Committees should remain as Ad-hoc - we should make use of the existing lists as appropriate. Serials issues in ALEPH and Macro-Express are examples of issues and topics that may be discussed on the appropriate list
- Also, Martha stated that while we currently post and share procedures would we have centralized documentation for the SUL? Mary Ann responded that we already have centralized documentation on FCLA's Data Migration page. She will look at options for FCLA to post any documentation tables that would be easier to read on the Web than in the client.

#### Joint meeting

- Some participants on the conference call were disappointed that the Joint Meeting was canceled this year.

- Many believe the meeting helped to keep the SUL informed and suggested having a meeting in the Spring of 2005.
- Prefer face to face meeting as opposed to web documentation
- Some of the problems of the Joint meeting: Demands on FCLA's time; sitting on multiple meetings; people on the front lines are not the ones involved in the meeting
- Another option for a day long, face-to-face meeting of the TSPC Committee was well received. The meeting would cover all aspects of Technical Services, including authority type issues with the Phase 1 libraries sharing with the phase 2 and 3 libraries. Such a meeting could allow the possibility for appropriate staff to attend beyond the TSPC member alone.
- Mary Ann will send training schedule for phase 2 libraries
- Tentatively, we're looking at a meeting date in early December or early January at UCF.
- Linda Sutton will check with UCF once a date is confirmed.
- TSPC would like to recommend that the directors put the Joint Meeting back on the agenda for next Fall.

Meeting adjourned at 10:30 a.m.