SWAN Cataloging Advisory Group
Meeting Notes
May 25, 2018
10:00 a.m. – 12:00 n.
Westmont Public Library
Community Meeting Room

Agenda

1. Introduction
2. Data load errors (ILL, etc.)
3. Deduplication status and changes
4. Call number analytics for serials revisited
5. Open Discussion

**BREAK**

Cataloging Libraries Section
6. Uploads and Overlays: Some Things We’ve Learned
7. MARCIVE Profile
   a) Changes to authority processing
   b) Bibliographic processing

The next Cataloging Advisory Group Meeting will be Thursday, August 23rd at the RAILS Burr Ridge Main Meeting Room.
2. Data Load Errors (ILL, etc.)
This was a brief discussion of some of the more pressing data load errors still pending from the migration. SWAN is working on resolving these issues. Of particular note are imported ILL records from former-LINC and -MAGIC libraries representing item belonging to one of the three consortia. There caused duplicate item barcodes, which prevented some records from being imported. SWAN is working from error reports to bring these records in.

3. Deduplication Status and Changes
The test deduplication process completed in the spring was successful, and the deduplication of our live database will use nearly the same specifications, but with some tweaks. The most significant change from the test run is regarding retaining fields from merged records. In attempting to retain all subjects, series, and name added entries, we ended up with thousands of records with near duplicate fields. Any variation between two matching fields resulted in the retention of both versions, including punctuation discrepancies and absence or presence of role attributes and series numbering. Some records were nearly doubling in size while providing no additional information or search value.

We had to scale back the fields that were retained when records are merged. In the interest of preserving the best possible data, we instead chose to alter the criteria by which the system determined the Master Record (i.e. the record into which duplicates will be merged.) We specified a complex hierarchy of bibliographic markers to determine precedence. For example, records with OCLC numbers are given precedence over those without, and records with SWAN’s 977 PRE-CAT field will never be used as a master.

With the change in retained records, we greatly reduced the importance of record source (so SWAN records are no longer given priority) and increased the importance of “Number of Fields”, so that longer and more robust records should become master records, hopefully increasing the number of access points that remain in our finished catalog. The field-counting mechanism does not count 0xx, 9xx, or 856 tags, so determinations are made based on number of descriptive and name/subject/title access points.

4. Call Number Analytics for Serials Revisited
We had a brief continuation of the discussion from prior Cataloging Advisory meetings regarding possible changes to call number standards for serials. To reiterate, the analytic portion of serial call numbers is currently required to contain both enumeration and chronology. This has caused issues with input consistency causing the act of placing holds to be difficult, questionable utility on the patron end, and hitting Symphony’s character limit on call numbers. The current proposal is to eliminate the enumeration requirement on consumer and trade magazines only. (Academic and science journals would follow our existing standards.)

Employees of former-LINC libraries have used a chronology-only call number analytic and been happy with the practice. Questions were raised regarding the Serial Control module and whether it is possible to use enumeration for predictions and claims, but to generate call numbers and/or MARC Holdings without. SWAN will be talking to SirsiDynix to get final answers to these concerns.
The final portion of this discussion will occur at the Serials User Group and Cataloging Advisory Group meeting in August, at which point a conversion timeline will be established if necessary.

5. Open Discussion
Members discussed user notification practices for cancelling holds and problems caused by cancelled publications and transfers. The discussion needed to be cut short because its scope is better suited to a circulation-focused group and voices that were not present at this meeting. The Member Services team will pursue this topic with Circulation Advisory and other relevant parties in the future.

A question was raised about clarification on what bibliographic changes require an editing update signature to the 946 field. Any edits that involve the adding of a note or adding or changing of an access point, including ISBNs, UPCs, and publisher numbers, should be accompanied with an edit signature. Fixing of typos, the removal of extraneous non-searchable data (263 fields, invalid 020 fields, etc.) do not require a signature.

Members also discussed the 264 field and whether 264 _4 (copyright date) should be required as a required field when applicable. At present, 264 _4 is not a core RDA element, though its inclusion in any SWAN record is certainly welcome, particularly when a publication date is inconclusive. SWAN does not require its inclusion.

6. Uploads and Overlays
During this brief portion of the meeting, SWAN shared some things we learned about the bibliographic import process after migration. In particular, we require that libraries limit the value in “Title control number source for incoming items” to only the “Sirsi Number” option (coded “S”) in both bibload reports and SmartPort.

This is for two reasons:

1) Title Control Numbers in SWAN are universally formatted “a + [Catalog Key]”, so sourcing numbers from other sources will not benefit the import process.

2) This field also controls the generation of Title Control Numbers, so other values in this field will cause any new records to have non-standard Title Control Numbers.

7. MARCIVE Profile
During the final portion of the meeting, we presented the specifications we set up with MARCIVE for both bibliographic enhancement and authority processing. We will discuss the highlights below, and you may access the full profile as supplementary material to this meeting.
Authority Control

SWAN’s authority processing will remain largely unchanged, but we will now be receiving authority records corresponding to Medical Subject Headings (MeSH) and Library of Congress Genre/Form Terms (LCGFT). These terms will undergo the same processing as our existing LC Subject Heading and LC Name Authority File headings. We will receive these monthly from MARCIVE according to the needs of our local database. And unmatched terms in our bibliographic records will be retained by MARCIVE in case authority records are created at a later date.

Bibliographic Processing

This is where SWAN has made the biggest changes to our MARCIVE profile. Before migration, bibliographic updating was limited to the addition of Lexile Reading Measures. Here are some of the most significant updates you will now see:

1) Full RDA Conversion – All records will now undergo RDA conversion, including cosmetic changes such as the expansion of abbreviations as well as the addition of 33x and 34x fields whenever possible, 260s converted to 264s, 440s to 490s, etc. Most of these changes will not have a significant impact immediately, but they will open some doors for us to start streamlining our service down the line.

   Note: This conversion does not require Cataloging Libraries to convert AACR2 records before importing. All new records will undergo the same conversion during our monthly MARCIVE processing, so you do not need to change your workflow to accommodate this.

2) Changes to Headings – Name and subject headings will be analyzed and compared against the Library of Congress Authority File to check for changes over the years. Headings will be updated according to see references. Furthermore, subject headings will be analyzed to determine if any appropriate genre headings can be added to a record. If possible, LCGFT headings will be used, which should enhance older bibliographic records in particular. Finally, terms that are part of the Guidelines on Subject Access to Individual Works of Fiction, Drama, Etc. (GSAFD) will be converted to LCGFT if possible. If no conversion is obvious, the term will be unchanged.

   Note: There were many options for resolving untraced name headings, including some to match undifferentiated name headings to names with dates or role designations if only one was available. SWAN chose to be as conservative as possible when matching headings, preferring to leave an unauthorized term that possibly match incorrectly.

3) Backfile Processing – Currently SWAN only sends newly-cataloged records every month for processing. Because of significant changes to the authority file and the difficulties of manually updating headings to reflect changes in practice, we have opted to do a bi-yearly export of our database for reprocessing. This will allow us to keep our headings as up-to-date as possible.

For more details on the bibliographic and authority processing, please refer to the PDF profile available with these notes.