OLAC NEWSLETTER
Volume 20, Number 1
March, 2000

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FROM THE EDITOR
Kay G. Johnson

This issue of the OLAC Newsletter is brimming with interesting and important information, including the minutes and reports from the recent ALA Midwinter Meeting. The index for vol. 19 (1999) is at the back of this issue.

The Question and Answers session was particularly interesting at the last OLAC Membership Meeting. Nancy Olson's "Everything You Always Wanted to Know" column discusses shaped CDs, a vial of medicine from the National Library of Medicine, live animals, and other interesting topics that were brought up at the Q&A session. There's also an extra column by Nancy Olson with guidelines regarding the cataloging of Internet resources.

The OLAC Millennium Committee has finished the research and survey portion of their work, and is beginning the important process of analyzing the data in anticipation of presenting a final report at the ALA Annual Conference in Chicago. See summary of the committee's activities.

OLAC needs your contributions and input. Specifically, a CAPC subcommittee wants to know what tools you use for AV cataloging authority work. At the recent OLAC Executive Board meeting in San Antonio, the Board questioned whether all of the indexes published in the last OLAC Membership Directory should be included in the next edition. Jan Mayo, OLAC Treasurer, and I will be compiling the next directory. We want to know which indexes you do not use. See more information.

For the first time since I've been editor, the quantity of contributions has exceeded the available space in the newsletter. I try to keep the newsletter below 60 pages (ideally below 55 pages) in order to take advantage of the lowest postage rates. With Mary Konkel's advice, I decided to publish half of the CC:DA report in the next issue of the newsletter. Look in the June newsletter for proposed changes to cartographic cataloging areas of AACR2 as presented to CC:DA by the MAGERT Committee on Cataloging and Classification. I also decided not to summarize the LC report in the newsletter. The major AV issues from LC are covered in the OLAC CAPC minutes and the CC:DA report. The names of the OLAC/MOUG Conference Program Committee and Local Arrangements Committee participants will be published on the OLAC Web site.

CONTRIBUTIONS DEADLINE FOR JUNE ISSUE IS MAY 1, 2000

FROM THE PRESIDENT
Michael Esman

OLAC is gearing up for its eighth national conference which will be held in beautiful Seattle on October 12-15. This conference will be jointly sponsored with MOUG and is being coordinated by Cathy Gerhart. The Program Committee consists of a diverse group of people from all parts of the country. The Local Arrangements Committee is composed of members from both the Seattle area and Oregon. For more about the conference, see p.5 of this newsletter issue, and p.5-7 for information about the OLAC Conference Scholarship. The Scholarship Committee members are: Jane Murray, chair, University of Maryland at Baltimore; Marlyn Hackett, Milwaukee Public Library; and Rebecca Lubas, MIT, the 1996 winner of the award.

It seems to me that conference programs are much tougher to plan today than in the past because technology is changing so rapidly Finding a delicate balance between training for the familiar and the new is a difficult task.

The June issue of the OLAC Newsletter will contain conference registration information. Lets start generating some interest in this conference with our colleagues. I'm sure the program will be both educational and cutting-edge.

It's election time again. The candidates' biographical information is included in this issue as well as on the ballots which will be delivered to personal members in March. I want to thank this years' Elections Committee for coming up with a great slate of candidates for Vice-President/President Elect and for Secretary. Many thanks to the four candidates for their willingness to serve.

We now have a new OLAC Outreach-Advocacy coordinator. His name is Ian Fairclough of the Yakima Valley Regional Library System, and he has an extremely daunting task ahead of him. He'll be responsible for developing and proposing strategies for membership growth, preparing publicity materials, developing regional chapters and promoting the findings and visions of the Millennium Committee. He will also pursue conference donations and act as a repository for fund raising data related to conference sponsorship. Initially, he will be working with a team of advisors who will offer advice. This is a position OLAC needs to expand its membership base and increase support for conferences. Good luck, Ian.

After a 25 minute Business Meeting in San Antonio, the membership reversed a two year policy and decided that in the future, liaisons would present reports at these meetings. Recently, these reports were available only in the OLAC Newsletter. The general feeling was that membership would like to hear these informative reports, and that overlong meetings are not currently an issue.

TREASURER'S REPORT
First and Second Quarters
Through December 31, 1999
Jan Mayo, Treasurer

	1st Quarter	2nd Quarter	Year-To-Date
OPENING BALANCE			9,815.13
INCOME			
Memberships	4,163.13	2,247.00	6,410.13
Dividends	89.35	134.87	224.22
Royalties		168.17	168.17
TOTAL	4,252.48	2,550.04	6,802.52
EXPENSES			
ALA	172.97		172.97
Board Dinner	551.30		551.30
Special Award (Olson)	1,000.00		1,000.00
N. Olson Award	279.47		279.47
Stipends	700.00	100.00	800.00
Account Fees			
Check fee	2.10	22.12	24.22
Annual fee	80.00		80.00
Returned check	22.00	16.00	38.00
Transfer	.97		.97
Postage & Printing	513.47	1,442.72	1,956.19
TOTAL	3,322.28	1,580.84	4,903.12
CLOSING BALANCE			11,714.53

MUSIC AND MEDIA AT THE MILLENNIAL CROSSROADS
SPECIAL MATERIALS IN TODAY'S LIBRARIES

This will be the theme of the 2000 OLAC/MOUG Biennial Conference. The conference will be held on October 12-15 in Seattle, Washington, at Cavanaughs on Fifth Avenue.

The Program Committee, chaired by Cathy Gerhart, is working on the keynote speakers and the workshops to be offered. For ongoing information about the conference as well as links to information about Seattle and tourist activities in the area, please check the OLAC Web site. The address is:

<div align="center">http://ublib.buffalo.edu/libraries/units/cts/olac/</div>

If you have questions or suggestions, Cathy Gerhart can be contacted by e-mail at: gerhart@uwashington.edu or, by phone at: (206) 685-2827

OLAC CONFERENCE SCHOLARSHIP

OLAC will award a Conference Scholarship that will provide funds for a member of Online Audiovisual Catalogers to attend the OLAC/MOUG 2000 Conference in Seattle, WA, Oct. 12-15th.

Eligibility:
Any personal member of OLAC who has never attended an OLAC Conference is eligible for the OLAC Conference Scholarship.

Award Description:
The award amount will be determined by the OLAC Board; it will be sufficient to cover reasonable estimated costs for registration, lodging, travel, and meals.

Conditions/Requirements:

The recipient must confirm in writing that he or she will attend. The recipient must attend the full conference, including the business meeting where the award will be announced, and the recipient must write a brief report for the OLAC Board indicating what he or she gained and found to be most helpful in his or her work.

For additional information, please see the application form on the following two pages.

2000 OLAC CONFERENCE SCHOLARSHIP
APPLICATION FORM
(Please photocopy and type or print neatly)

```
Name    _____
        First    MI.    Last

Mailing address _____


_____
City                State       Country      Zip

Daytime telephone: _____

Email address: _____

Place of employment: _____

Position title: _____

Personal member of Online Audiovisual Catalogers since: _____

Brief description of job responsibilities/related nonprint
involvement/experience:
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Applicants must include this completed application form, current resume, and a cover letter describing why the applicant wishes to attend the Conference, how the receipt/non-receipt of the scholarship will influence his or her ability to attend the conference, and potential applications to his or her present and future job responsibilities.

This application and supporting materials must be received no later than May 15, 2000. The award will be announced no later than July 15, 2000.

Send this application and supporting materials to:

Jane Murray
Assistant Director for Resources Management
Health Sciences and Human Services Library
University of Maryland
601 W Lombard St.
Baltimore, MD 21201-1512

For further information, please contact Jane Murray at 410-706-7378 or jmurray@hshsl.umaryland.edu.

MEET THE CANDIDATES

** CANDIDATES FOR VICE PRESIDENT/PRESIDENT-ELECT **

Bradford Lee Eden
Head of Cataloging
University of Nevada at Las Vegas

Background information:
In his present position, Brad supervises 3 faculty and 6 full time support staff. Previous positions include Coordinator of Technical Services! Automated Library Services, North Harris Montgomery Community College District, Houston, Texas where he was the Head Cataloger, in charge of non-print cataloging. Brad also has a masters and Ph.D. degree in medieval musicology, and continues to do research and present papers at various conferences. He was recently appointed the ALCTS Paper Series Editor (1998-2003).

OLAC activities:
Cataloging Policy Committee (CAPC) member (1998-); Liaison to the ALCTS Media Resources Committee (formerly the AV Committee) (1996-98).

ALA activities:
Intern, ALCTS Leadership Development Committee (1999-); Member, Joint CC:DA/MAP.BI Task Force on Metadata, (1998-); LITA representative to CC:DA (1995-98); Member, various task forces for CC:DA; Chair, Technology and the Arts Interest Group, ACRL/LITA Arts Section (1996-98).

Other AV activities:
Music Library Association, Descriptive Cataloging Subcommittee member (1998-); IAML
Working Group on the Core Bibliographic Record for Music and Sound Recordings (1995-98);
Reviewer of multimedia and print materials for The Serials Librarian, Telecommunication
Electronic Reviews (TER), Electronic Resources Reviews (ERR), MCJournal, and LRTS.

Kevin Furniss
Authority Control Librarian
Winthrop University
Rock Hill. South Carolina

Background information:
In his present position, Kevin is responsible for all authority control and database maintenance
activities. Previous positions include Cataloguer! Collections Librarian at Athabasca University,
a completely distance education university with very strong audiovisual collections.

OLAC activities:
Chair, Local Arrangements Committee, 1998 OLAC Conference, Charlotte, North Carolina.

ALA activities:
Vice-Chair/Chair Elect, ALCTS Catalog Management Discussion Group;
Member, ALCTS Catalog Form and Function Committee.

** CANDIDATES FOR SECRETARY **

Marcia Evans
Database Services Unit Head
University Libraries
The University of Alabama

Background information:
Marcia has served as head of the database services unit in the University of Alabama Libraries
Catalog Department since 1998 and has been employed by the library since 1995. Her present
responsibilities include supervising all activities related to database maintenance and government
documents cataloging. She also serves as selector/faculty liaison for philosophy and religious
studies. In her previous position as nonbook! serials cataloger, she was responsible for all
audiovisual cataloging.

OLAC activities:
Member, CAPC (1996-2000); Chair, CAPC Subcommittee on Source of
Title Note for Internet Resources (1999-2000); Chair, CAPC Subcommittee
to revise the Rationale for Cataloging Nonprint Collections.

ALA activities:

Member, ACRL Women's Studies Section, Technical Services Committee (1996-97); Chair, ACRL Women's Studies Section, Technical Services Committee (1997-98); Chair, ALCTS CCS Research Discussion Group (1997); Presenter, RUSA/MOPSS Research & Statistics Committee Reference Research Forum (1997).

Other activities:
Newsletter Editor (1999-2000), Secretary (1996-98), Alabama Association of College and Research Libraries; Grant recipient, University of Alabama Research Grants Committee (1996).

Nancy H. Holcomb
Science/Technology Original Cataloger Cornell University Library

Background information:
Nancy catalogs science/technology materials in all formats, including Internet resources and maps, in all Western European languages.

OLAC activities:
Member (1993-); attended OLAC conferences 1992-1994, 1998.

ALA activities:
Member; Member, ALCTS, CCS, and MAGERT.

Other activities:
Participant in Nancy Olson's class on non-book cataloging at the University of Pittsburgh (1993); taught training sessions on non-music sound recordings, maps, and three-dimensional artifacts and realia (1994-95); taught a training session on map cataloging for several Cornell catalogers (1998).
Secretarial experience includes: Secretary, Cornell University Library's campus-wide Academic Assembly (1993-94); Secretary, Cornell University Library's Working Group on Cataloging (199 1-93), and share secretarial responsibilities for this group (1997-); currently back-up secretary for two other library committees: Database Review Committee, and the CTS Serials Team.

REPORT OF THE OLAC MILLENNIUM COMMITTEE

The OLAC Millennium Committee is studying the purposes and objectives, name and logo of OLAC. This self-reflective exercise has never been done in OLAC's 20 year history The committee is analyzing whether OLAC is on the right track for the present and future. Any

changes recommended by the Millennium Committee will be sent to the membership for a vote (see calendar at bottom of this report). Suggestions for improvement will be forwarded to the Outreach! Advocacy Coordinator and the OLAC Board.

Research Results

The Committee formed four subgroups to research literature and the web for other AV associations' names, logos, and mission statements and to see what trends in the future there seem to be for cataloging AV resources. Summaries of the results are below:

Name:
Media and *audiovisual* have been used interchangeably by organizations and in the literature. *Audiovisual* can also be viewed as a subset of *media*. Other terms used to a lesser extent include: *nonprint* and *nonbook*. Variations occur for all terms, including: *media resources, non-print, audio-visual, audiovisual media*, etc. The subgroup did not search for electronic or digital resource terminology.

Logo:
Logos included both stylized letters and graphics. Graphics ranged from film projectors to a globe superimposed over an ERG wave (Medical Consumer Media). The majority of organizations simply use a typeface logo. Color and shape of the letters and background seem to be of more importance with these. Film companies and archives almost always use a strip of film or projector in their logos.

Trends:
Library Literature and *ERIC* were searched to determine recent trends in AV literature. The term cataloging was searched on all fields in both databases. For the years 1999-2000, *Library Literature* retrieved 133 citations, 47 about AV cataloging. For 1998, ERIC retrieved 48 citations, 9 specific to nonprint/AV cataloging. Results showed at least two-thirds of the citations were about the traditional cataloging or metadata indexing of electronic resources; however, all types of AV resources were covered in the literature, including maps, films and realia. Conclusions can be drawn that electronic resources will continue to increase. New methods will continue to develop and evolve for describing these materials until standards are widely accepted. MARC cataloging will continue to be used to describe all types of resources.

Mission:
The subgroup read about 8 mission statements from various library organizations, but none were comparable to OLAC's mission. Most of them were more generic than OLAC's mission statement; therefore, the subgroup found nothing that could be applied to improving or clarifying OLAC's purposes and objectives.

Survey Responses

The committee received 44 responses, all but two or three of which are completed surveys. The

remaining responses were comments about the purposes of the survey

Calendar

- Feb-July 2000 - Analyze survey and research results and write report.

- July 2000 - Present any recommended changes to OLAC Board at upcoming ALA Annual Conference in Chicago.

- July-Sept. 2000 - If Board approves, suggested changes are sent to membership in special vote.

- Oct. 2000- Results of vote are announced at OLAC/MOUG Conference in Seattle.

- Nov. 2000-? - Implementation of any changes.

OLAC Millennium Committee Members:
Bobby Ferguson and Kay G. Johnson (Co-chairs), Robert Freeborn, Marianne Gelbert, Judy Gummere, Rebecca L. Lubas, Scott Markham, Howard L. Pitts, Sheila Smyth and Barbara R. Tysinger.

Compiled for the Committee by
Kay G. Johnson

CAPC SUBCOMMITTEE NEEDS YOU!
CALL FOR AUTHORITY REFERENCE TOOL ANNOTATIONS

Have you ever been frustrated when you're working on a name authority record, and you can't find out anything about the person or organization? No doubt we all have. That's why the Cataloging Policy Committee of OLAC has put together a subcommittee to assemble a web-based bibliography of reference tools AV catalogers can use in their authority work.

Our idea is to compile annotations written by practitioners in the field. We're just getting started and are looking for contributors to what we hope will become a very useful resource. If you've developed favorite sources for your authority work over the years and would be willing to write

critical annotations of those tools, we'd appreciate your help on this project.

We'd like the list to include tools that help in the AV authority cataloging work of videos, films, computer software, sound recordings, kits, graphics, realia, etc. The list will include resources in any format: printed monographs, serials, electronic resources ... As long as it's publicly available, we'll consider including it. Only the latest editions of tools will be included unless an earlier edition contains an unusual feature that makes it worth consulting. Tools used every day will be included as well as tools that are used less frequently (as long as they include some type of information that is not readily available elsewhere> At this time, we're not planning to include tools limited by subject (such as health sciences or law), with one exception: music. Since many AV librarians catalog sound recordings, we felt that it would be useful to include music resources, with an emphasis on popular music.

Please send in titles of works for which you would be willing to write critical annotations (ca. 100-200 words). Include title, 1st author (if any), edition (if any), publisher, and year of publication. We'll collate your suggestions and assign them to specific contributors; that way, folks won't be duplicating each other's efforts. Try to get your lists in by April 28th, 2000. We'll consider suggestions after that date, but may not have time to include them in the first version of the bibliography By May 15th, we'll let you know which works we'd like you to annotate. We'd like to receive your annotations by September 29th. Again, we'll accept them after that, but they may not be included in the first version of the bibliography. Our target is to have the bibliography completed by January 2001 for ALA Midwinter.

Please send the list of tides (with authors, editions, publishers, and publication dates) you'd like to annotate to me at davidp@uakron.edu. You can also fax or snail-mail the information to me (see end of message):

If you have any questions, don't hesitate to contact any of the members of the CAPC Subcommittee on Authority Tools:
Robert Bratton, University of Maryland - rb202@umail.umd.edu
Ann Caldwell, Brown University - e_caldwell@brown.edu
Robert Freeborn, Pennsylvania State University - rbf@psulias.psu.edu
David Prochazka, University of Akron (Co-chair) - davidp@uakron.edu
Iris Wolley, Cornell University (Co-chair) - ilw2@cornell.edu

As an example, here's an annotated citation we've prepared:

Keller, Gary D.
A biographical handbook of Hispanics and United States film / Gary D. Keller; with the assistance of Estela Keller. - Tempe, Ariz.
Bilingual Press/Editorial Bilingue, c1997.
xi, 322 p. : ill. ; 29cm.
IBSN 0-927534-65-7 (cloth: alk. paper). - ISBN 0-927534-56-8 (pbk. : alk. paper).

A thoroughly researched biographical dictionary of Hispanics who have worked in the U.S. film

industry. Entries range from a few lines to a full column. The more extended entries typically include name variants occupation(s), date(s) and place(s) of birth (and death), some additional biographical information, and a list of movies made in the U.S., with dates and sometimes additional historical information. The methods used in preparing entries are well documented and supported by an extensive bibliography The bibliography, along with indexes of individuals, groups, and films and television show titles, also applies to the companion volume: Hispanics and United States film: an overview and handbook (Tempe, Ariz. : Bilingual Press/Editorial Bilingue, c1994). Relies heavily on: Hispanics in Hollywood: an encyclopedia of film and television / Luis Reyes and Peter Rubie (New York: Garland Publishing, 1994). Keller includes many more individuals than do Reyes and Rubie, along with typically more extensive lists of films and more biographical data, but less other biographical information than Reyes and Rubie. - dp (Jan. 5, 2000)

Thank you for your interest. We look forward to working with you.

David Prochazka
Music/Special Materials Cataloger
Bierce Library, Rm. 176 (330)-972-6260 (voice)
University of Akron (330)-9726383(fax)
Akron, Ohio 44325-1712 davidp@uakron.edu

ONLINE AUDIOVISUAL CATALOGERS
CATALOGING POLICY COMMITTEE (CAPC)
ALA MIDWINTER CONFERENCE

San Antonio, Texas
January 14, 2000

Minutes

The meeting was called to order at 7:30 PM. by Cathy Gerhart, CAPC Chair. Members present included: Cathy Gerhart, Marcia Evans, John Felbinger, Brad Eden, Sheryl Homer, Iris Wolley, John DeSantis, and Robert Freeborn (intern). Intern Shelley Zhang was unable to attend.

1. There were 21 guests. Members and guests introduced themselves.

2. The minutes of the CAPC meeting of June 25, 1999, were approved as published in the September 1999 Newsletter.

3. Report of the CAPC Subcommittee on Authority Tools (I. Wolley)

   Co-chair Iris Wolley introduced members of the subcommittee including Co-chair David Prochazka, Robert Bratton, Ann Caldwell, Robert Freeborn, and Robert Cummings. The timetable for the project is one year. Iris reviewed the subcommittee's charge, to compile an online, annotated bibliography of sources used by catalogers when creating authority records for personal names and corporate bodies. David is responsible for the overall organization of the bibliography He will prepare a template for the annotations and request sources from OLAC members and various lists. Iris will track the progression of the work, handle organization aspects of the subcommittee, prepare regular reports for the CAPC Chair, and represent the subcommittee at ALA and OLAC. To avoid duplicate submissions, a draft bibliography will be available, linked from the OLAC Web page. John Attig suggested creating a subject and author index. Iris said CAPC would review the document and the OLAC Board would authorize the final version as an official OLAC publication. Iris welcomes comments and suggestions. The CAPC Chair thanked the subcommittee for their efforts.

4. NACO-AV Funnel Update (A. Caldwell)

   Since June 1999,1514 name headings were added and 288 were changed. Many submissions came from the University of Georgia. Illinois State University and Northern Arizona University are newly authorized institutions. Two catalogers from northern New England expressed interest in joining the funnel. Ann received a letter from the Library of Congress expressing concern about former funnel trainees who never contribute records. There was consensus that OLAC should maintain NACO contribution requirements. Ann will review contributions from current funnel members and will develop numerical percentage guidelines for the minimum name submissions needed to maintain authorization. Ann will verify LC's NACO contribution guidelines for funnel projects.

5. MARBI Proposals and Discussion Papers U. Attig)

   John Attig reported on selected proposals and discussion papers that are on MARBI's agenda at the conference. (His complete report with an explanation of the documents and MARBI results can be found elsewhere in this issue.)

   Diane Boehr inquired about Proposal 2000-02 (Renaming of Subfield $u to Uniform

Resource Identifier (URI) in Field 856 in MARC 21 Formats. She wondered if the $u were made repeatable how would we know which of the $u's the indicator was referring to. John will forward the question to MARBI.

Another concern arose about Proposal 2000-6 Defining URL Subfields in Fields 505, 514, 520, 545, 552, and 773. Someone raised a question about the impact of the proposal on URL link checking programs. John will forward the comment to MARBI.

JSCr>

6. Harmonization of ISBD(ER) and AACR2 Update U. Attig)

    The CAPC Chair said the purpose of this agenda item was to review the changes and call for comments which could be forwarded to CC:DA, via Marlyn Hackett and Vicki Toy-Smith.

    a. All Materials

        John reviewed some of the newest proposals to change AACR2. The Joint Steering Committee USC) tentatively approved reorganization of part 1 AACR, with separate chapters for each ISBD area. There will be general rules for all types of material as well as special rules for particular types of material. The JSC is awaiting a prototype of AACR2 incorporating all the proposed changes.

    b. JSC's Decisions on the Report on Revising AACR2 to Accommodate Seriality

        The JSC accepted a recommendation to define a general category of continuing resources within chapter 12. Two types of material will be defined 1) successively issued resources (serials) and 2) integrating resources (changes are incorporated into a single item). Loose-leafs are a major category of integrating resources. Electronic journals will be considered serials because they are issued in discrete pieces. Serials no longer need to be numbered. Databases are serials, just as loose-leafs. Anything that is continually updated, with the intention of continuing indefinitely will fall into continuing resources.

        There was a recommendation that the concept of chief source be revised to include the entire resource for serials and integrating resources. Catalogers will choose the title from the source with the fullest or most complete information. JSC plans to rewrite all the chapters incorporating this change. John responded to a question about "description based on" information for an integrating resource. He said the descriptive information would be based on the latest version, as with loose-leafs. There are currently rules on how to distinguish between minor and major changes of title in chapter 21. Major changes require successive entry and minor changes do not. The JSC decided this information should be placed in an

appendix. An item described note will contain which issue you took the information from or when the Web site was viewed.

c. Chapter 9 Revision

An expanded list of terms in area 3 for computer files was approved but will be placed in an appendix. One area of controversy was the use of a specific material designation (e.g., 1 CD-ROM) in field 300, subfield a, which does not follow in other AACR2 chapters. This will be offered as an option but John believes many institutions will adopt the option. The JSC accepted the distinction between "disk and disc" but will only put "disk" in the glossary. John reminded everyone that the proposed chapter 9 revision is for electronic resources not computer files. This represents a change in terminology as well as a change in scope. Interactive multimedia will be included in chapter 9. The CAPC Chair expressed some reservations about the proposed use of a SMD. She felt very specific terminology that changes over time may confuse future users, unfamiliar with the old technology terms.

7. Subcommittee on Source of Title Notes for Internet Resources (M. Evans)

Chairman Marcia Evans introduced the subcommittee that includes Richard Baumgarten, Rebecca Culberson, Alexa Newman, Louise Rees, Maxine Sherman, with John Attig and Sue Neumeister, as consultants. The audience briefly reviewed and commented on the report. John Attig added that "title from Web page" was the example given in the proposed rules revision. The CAPC Chair clarified the dual charge of the subcommittee. The group is first to create a list so everyone knows the terms and then to decide on preferred terms. The CAPC Chair thanked the group for their efforts. The Chair extended the June final report deadline. John Attig suggested sharing findings with CC:DA and the JSC groups working with sources of information.

8. New Business

The Chair distributed the December report of the PCC SCS Working Group on the PCC AV Core Task Group that contains potential topics for CAPC projects. CAPC members were encouraged to review the report and share ideas for new projects.

- Report from Library of Congress (G. Kinnaly)

  Gene Kinnaly gave a cataloging update from the Computer Files! Microforms Team at LC. Library of Congress will be participating in the OCLC Cooperative Online Resource Cataloging (CORC) Project through BEOnline Plus. BEOnline,

originally for business and economic Internet resources, will now expand its subject coverage across disciplines through BEOnline Plus. The team wrote and implemented procedures for Production Level Cataloging (PLC) of computer files. This level of cataloging (encoding level 7) is equivalent to PLC for music or Minimal Level Cataloging (MLC) for books, briefer than full or core level records. It is also used for titles published or copyrighted more than two years before the current year. A general note in the record says "production level cataloging" as a warning. The team is studying guidelines for collection level cataloging for very old material and PCC Core Level Guidelines, and plans to implement Core Level cataloging in the near future. Some collection level cataloging is being done on very old material. The introduction of theses new levels should speed the processing of current materials, popular titles, and research materials that will get full level cataloging.

The meeting adjourned at 9:35 PM.

Respectfully submitted,

Meredith Horan
OLAC Secretary

**ONLINE AUDIOVISUAL CATALOGERS
EXECUTIVE BOARD MEETING
ALA MIDWINTER MEETING**

San Antonio, Texas
January 15, 2000

Minutes

1. Call to Order, Introduction, Announcements (M. Esman)

    President Mike Esman called the meeting to order at 2:00 PM. Board members present included: Mike Esman (President), Lowell Ashley (Vice President/President-elect), Jan Mayo (Treasurer), Cathy Gerhart (CAPC Chair), Kay Johnson (Newsletter Editor), and

Meredith Horan (Secretary). Past President Virginia Berringer was not able to attend.

The President is searching for Amy Wood, 1999 OLAC liaison to AMIA. The Board has been unable to reach her at Ball State University The President will inquire about Amy on the OLAC-List and follow some leads.

2. Secretary's Report (M. Horan)

The minutes of the last Executive Board meeting, June 26, 1999, at ALA Annual, New Orleans, were approved as published in the September 1999 Newsletter.

3. Newsletter (K. Johnson)

The deadline of the next issue is February 15. Names of the OLAC Conference Program Planning Committee and Local Arrangements staff will be published so OLAC members will have contacts for conference ideas. A conference theme and Web page will soon be publicized.

4. CAPC Report (C. Gerhart)

Work is progressing on the Source of Title Notes for Internet Resources and the Bibliography of Sources for Authority Work. At ALA Annual, the Board will decide how these two products will be distributed. The CAPC Chair hopes to add a few more projects to the committee's workload, including submitting a proposal to improve coding for the MARC 007 to better identify media. Two CAPC Committee appointments must be made and a new Chair appointed after ALA Annual.

5. Conference Report (C. Gerhart)

The Program Committee is brainstorming online about a conference theme. A list of names staffing the Local Arrangements Committee was distributed. The President suggested adding a publicity person who would send conference announcements to institutions and library schools. This list would be put on the computer for future conferences. The Outreach-Advocacy Committee will work closely with the Local Arrangements Committee on conference sponsorship. Kay requested a revision to page 26 of the OLAC Handbook to delete UTLAS and WLN as groups to receive conference announcements. A publicity notice will be prepared for OCLC's introductory screen message. A registration fee will be set before April. OCLC has approached the

Conference Chair about doing a knowledge access management (metadata) workshop. The President suggested a CORC demo and will contact Eric Childress. There was Board consensus for introductory and advanced workshops. The Conference Chair will pursue a workshop on music scores cataloging for MOUG members. Cataloging DVDs was mentioned as a topic of interest. A workshop on how to do subject authority proposals for the Library of Congress would also be useful. Kay suggested a workshop on form/genre heading use.

6. Treasurers Report (J. Mayo)

   Renewal membership forms will be mailed after ALA Midwinter. OLAC has 623 members (including institutions). Mike will do a membership study and treasury analysis covering the last few years. The current balance is $11,714.53.

7. OLAC Conference Scholarship Committee

   Jane Murray will serve as the incoming Chair. Marlyn Hackett and Rebecca Lubas will staff the committee.

8. Millennium Committee (K. Johnson)

   Twenty-eight responses expressing wide-ranging opinions, were received from the survey by ALA Midwinter. Preliminary analyses indicate favorable responses to keeping the acronym. Some suggested producing the Newsletter in electronic form. Several members requested more advanced workshops at the OLAC Conference for experienced catalogers. Ten members compose the Millennium Committee and they have researched logos, trends, and names. The survey responses will be summarized and put in the newsletter. There will be a formal report at ALA Annual in Chicago. A ballot will be used for the membership for approval of any changes. Final results will be announced at the OLAC Conference in Seattle in October. The Vice President/President-elect felt the timetable should be flexible so the membership is able to digest any proposed changes. He sees no reason to enforce a strict cutoff date if the issues are complex or the Board believes more time is advisable.

9. Awards Committee

   The President received a letter from the Immediate Past OLAC President saying there

were no nominations for awards. A request for nominations was included in the September an4 December Neandetter.

10. Outreach-Advocacy Committee

Ian Fairclough was appointed the new Outreach-Advocacy Coordinator. Committee members include Ruth Roazen and Kathleen Forsythe (as a representative from the Seattle Conference Local Arrangements Committee).

11. Elections Committee (e-mail from S. Neumeister)

Slate of candidates for the OLAC elections in 2000

a. Vice President/President-elect:

- Brad Eden, University of Nevada

- Kevin Furniss, Winthrop University

b. Secretary:
- Marcia Evans, University of Alabama
- Nancy Holcomb, Cornell University

12. Research Grant Committee

Jean Weihs will submit a nomination before March 1, 2000. Verna Urbanski will chair the jury for the up to $2,000 grant. Other members of the jury include Lowell Ashley and Sheila Intner, with Glenn Patton as an alternate.

13. New Business

The Board discussed the usefulness of the OLAC-List. There was some worry that AUTOCAT had subsumed the OLAC-List function. The CAPC Chair suggested appointing someone to forward AV-related issues from AUTOCAT to the OLAC-List.

The Vice President/President-elect requested changing the Executive Board meeting time at ALA conferences since it conflicts with CC-DA meetings, where he is a liaison for the ALCTS Media Resources Committee. The Board will plan only one conference at a time. In Chicago, the Board Meeting will be 4:00-7:00 PM. Saturday The Board dinner would be moved to Friday evening.

- OLAC Archives

  Board members are reminded to submit material to the OLAC archives as instructed in the OLAC Handbook page 12.

- Directory

  The OLAC Directory will be updated and issued this fall. Kay will question members regarding their preferences on indexes in the publication.

- Appointments

  CAPC appointments were discussed in closed session.

The meeting adjourned at 4:45 PM.

Respectfully submitted,

Meredith Horan
OLAC Secretary

ONLINE AUDIOVISUAL CATALOGERS
MEMBERSHIP MEETING
ALA MIDWINTER CONFERENCE

San Antonio, Texas
January 15, 2000

Minutes

1. Call to Order, Introduction of Officers, Announcements (M. Esman)

   President Mike Esman called the meeting to order at 8:00 PM. and introduced the current officers: Mike Esman (President), Lowell Ashley (Vice President/President-elect), Jan Mayo (Treasurer), Cathy Gerhart (CAPC Chairman), Kay Johnson (Newsletter Editor), and Meredith Horan (Secretary). Past President Virginia Berringer was not able to attend. There were 23 guests.

2. Secretary's Report (M. Horan)

   Meredith Horan asked for a motion to approve the minutes of the last membership meeting, held June 26,1999, at ALA Annual in New Orleans, and as published in the September 1999 Newsletter. The motion passed.

3. Treasurer's Report (J. Mayo)

   OLAC now has 623 members and a bank balance of $11,714.53. Membership renewal notices will be sent after ALA Midwinter.

4. Newsletter Editor's Report (K. Johnson)

   The deadline for the next issue is February 15. Names of the OLAC Conference Planning Committee and Local Arrangements staff will be published so OLAC members will have contacts for conference ideas. A conference theme and Web page will soon be publicized.

5. Committee Reports

   a. Cataloging Policy Committee (CAPC) (C. Gerhart)
      See separate minutes of the CAPC meeting elsewhere in this issue

b. Conference Report (C. Gerhart)

The OLAC/MOUG Conference will be October 12-15, in Seattle at Cavanaughs Hotel. Conference Chair Cathy Gerhart reported that the Program Committee had begun their work but no theme has been set. Workshops will be selected in the next conference planning stage. The Local Arrangements Committee has been established. These two committees welcome your suggestions. A conference Web page will be updated and linked to the OLAC site.

c. OLAC Conference Scholarship Committee

Committee staff include Marlyn Hackett (Cook Memorial Public Library District), Rebecca Lubas (MIT), and Jane Murray (Health Sciences and Human Services Library, University of Maryland, Baltimore) (Chair).

d. Millennium Committee (K. Johnson)

February 1 is the deadline for receipt of surveys published in the September and December Newsletters. Twenty-eight responses have been received. Preliminary analyses indicate favorable responses to keeping the acronym. Some suggested producing the Newsletter in electronic form. Several members requested more advanced workshops at the OLAC Conference for experienced catalogers. Ten members compose the Millennium Committee and they have researched logos, trends, and names. The survey responses will be summarized and put in the Newsletter. There will be a formal report at ALA Annual in Chicago. A ballot will be used for the membership for approval of any changes. Final results will be announced at the OLAC Conference in Seattle in October.

e. Election Committee (e-mail from S. Neumeister)

Slate of candidates for the OLAC elections in 2000

1. Vice President/President-elect:

- Brad Eden, University of Nevada

- Kevin Furniss, Winthrop University

 2. Secretary:

- Marcia Evans, University of Alabama

- Nancy Holcomb, Cornell University

The President called for additional nominations from the floor and there were none.

 f. Research Grant

The President expects to receive one proposal by February 1.

 g. Outreach-Advocacy Committee

Ian Fairclough, Yakima Valley (Wash.) Regional Library, was appointed the new Outreach-Advocacy Coordinator. Ian will work closely with the Conference Planning Committee on conference sponsorship. Committee members include Ruth Roazen and Kathleen Forsythe (as a representative from the Seattle Conference Local Arrangements Committee).

6. Other Reports

There were no utility reports presented at the meeting. Glenn Patton, OCLC, will provide a written report in the next Newsletter. The audience expressed interest in reinstating the OCLC update at the membership meeting. The President will include Glenn's oral report at future OLAC memberships meetings.

David Reser provided a written Library of Congress update for OLAC.

7. New Business

Gene Kinnaly, Library of Congress, commented on CC:DA's discussion at Midwinter related to "disc" vs. "disk" in Chapter 9. The Joint Steering Committee has proposed one spelling ("disk") throughout the chapter and CC:DA objects. CC:DA's counter proposal is to use one spelling ("disk") throughout AACR2 including the sound recordings chapter. CC:DA's action may bring the debate to a close, with a return to two spellings of the term in Chapter 9.

The meeting adjourned at 8:31 PM. and was followed by a Question and Answer Session.

Respectfully submitted,

Meredith Horan
OLAC Secretary

CONFERENCE REPORTS
Mary Konkel, University of Akron
Column Editor

** REPORTS FROM THE **
2000 ALA MIDWINTER MEETING
San Antonio, Texas

MACHINE-READABLE BIBLIOGRAPHIC INFORMATION COMMITTEE
(MARBI)
Liaison Report
Submitted by John Attig
Pennsylvania State University

The Machine-Readable Bibliographic Information (MARBI) Committee and the USMARC Advisory Group met for two sessions during the ALA Midwinter Meeting in San Antonio, TX.

The following items will be of interest to OLAC members:

Proposal No. 2000-02: Renaming of Subfield $u to Uniform Resource Identifier (URI)
This proposal is the result, on the one hand, of the need to accommodate Universal Resource Names (URN) and other types of Universal Resource Identifiers (URI) for Web documents, and, on the other hand, a decision that subfield $u (previously Universal Resource Locator (URL)) would be used instead of a new subfield. The proposal passed without much discussion.

Proposal No. 2000-06: Defining Subfield $u in Various Fields
This proposal follows on a previous proposal (approved last summer) to add subfield $u for Universal Resource Identifiers to field 555 and 583. The present proposal calls for the addition of the URI subfield to other fields. The subfield was approved for the following fields: 505 (Formatted Contents Note); 514 (Data Quality Note used for geospatial data); 520 (Summary, etc.); 530 (Additional Physical Form Available Note); 545 (Biographical or Historical Data); 552 (Entity and Attribute Information Note used for geospatial data). The proposal to add the subfield to field 773 (Host Item Entry) was not approved. It was further agreed that these fields needed to contain some type of caption information in addition to the URI, in order to indicate what type of information was at the other end of the link; where there is no display constant already defined, something will be added. It was also agreed that the documentation will note that subfield $u should only be repeated when more than one type of URI is being recorded (e.g., a URL and a URN); otherwise, the entire field should be repeated.

In other action, MARBI deferred action on a proposal dealing with numbering schemes in the Holdings format; approved the addition of subfield $2 (Source) to field 583 for use with controlled vocabularies of terms indicating archival preservation actions; approved the addition of subfield $j (Anonymous attribution information) to XOO personal name fields, for use in indicating that the work being described is by an anonymous person somehow related to a known person (e.g. "Rembrandt Harmenszoon van Rijn, $d1606-1669, $jSchool of"); tabled a proposal dealing with tagging of uncontrolled names used as subjects; and decided not to pursue the integration of the Community Information format with the Bibliographic format. Details on all of these proposals can be found on the MARC Advisory Committee web site at http://lcweb.loc.gov/marc/marcadvz.html

In other business, MARBI heard reports from various subcommittees and considered co-sponsorship of two programs. They also heard an update from Jean Hirons on progress on the revision of AACR2 to accommodate seriality Jean reported that the Joint Steering Committee for Revision of AACR has approved the basic concepts in her report and has asked her to prepare a proposal to revise Chapter 12 of AACR2 to include rules for all types of continuing resources. In effect, this means adding rules for integrating resources (e.g., loose-leafs, web sites that change their content over time). She indicated that the following changes to the MARC 21 Bibliographic format would be required: (a) rules for coding these various categories in Leader/07 (bibliographic level); (b) making field 260 repeatable so that both earliest and latest publication information can be recorded; and (c) adding a new category - Integrating Entry- to the Latest/Earliest entry byte in the fixed fields. A proposal will be prepared for the Annual Conference meetings in Chicago.

ALCTS COMMITTEE ON CATALOGING: DESCRIPTION AND ACCESS
(CC:DA)
Liaison Report
submitted by Vicki Toy-Smith
University of Nevada, Reno

SATURDAY-January 15, 2000

Daniel Kinney, Chair, called the meeting to order.

Barbara Tillett presented the LC report. This is the bicentennial year anniversary for Library of Congress. The actual date for the bicentennial is: April 24, 2000. The best source for the bicentennial year report is at the LC web site:
http://lcweb.loc.gov/bicentennial/. The digital futures initiative was begun last year. There was an increase to the base budget with directives and suggestions. The directives now include grades K through 12.

There has been a concentration of cataloging efforts on items that are born digital as opposed to those that have been converted to digital format.

The first Library of Congress Integrated Library System (ILS) was brought up on August 16, 1999. The ILS came up successfully and under budget. The system is running well and can be used by the public. 3,320 staff members participated in ILS training. Migration figures are at 11 million+ records. There are 11 million+ holdings records. There is a 12 million card shelf list and a 900,000 card check-in file.

MARC 21 authority data element changes are now reflected in the subject authority file. Form subdivisions in LC monographic, serials, moving image, and sound records were changed from subfield "x" to subfield "v." The following schedules will be available in spring 2000 (PJ-PK, R, and T); KJ-KKZ will be available in summer 2000. There will be new editions projected for the year 2000: BR-BX, G-GV, and KDZ, KG-KH.

The LCCN re-implementation will begin in January 2001 Further information is available on the Web site: http://lcweb.loc.gov/marc/lccn.html.

The LC Pinyin Task Group coordinated with the Research Libraries Group (RLG) and OCLC to prepare the conversion from Wade-Giles romanization of Chinese to Pinyin. The Library of Congress formed a working group to develop specifications for conversion of NARs, and to work with OCLC on this aspect of the project.

Brian Schottlaender presented the JSC report.

Responses included:

1. 4JSC/CCC/2 - Several lines have been deleted from 1.4C3; LC
   disagrees with NLC on this aspect. The proposal doesn't provide justification for changes.

2. 4JSC/CCC/3 - Redefine main entry in the glossary.

3. Rule 24.7A1 - Bring into harmony with B1.

4. Music uniform titles document - JSC agrees to add a footnote.

5. 4JSC/LCL27/ALA/follow-up/4

There has been a change in ISBD (ER) from "computer disk" to "electronic disk." The JSC recommended that the present terminology (i.e. "computer disk", etc.) be retained because it best matches common usage; however, CC:DA voted to reiterate its preference for distinguishing magnetic disks from optical discs. This is based on consistent usage in dictionaries in the field. The matter will go back to the Joint Steering Committee for further consideration at its meeting in March.

Other substantive issues include:

- The term "computer file" will be replaced by the term "electronic resource, including in the GMD.

- The scope of Chapter 9 will be broadened to include new types of electronic resources.

- The chief source of information for describing an electronic resource will be the entire resource itself.
- Further clarification will be provided on what constitutes a new edition of an electronic resource.

- More specific terms than are currently specified, indicating the type of electronic resource being cataloged, will be used in the Type and Extent of Resource Area (currently the File Characteristics Area), beginning with the word "electronic." These terms will be included in a new appendix.
- JSC will ask CC:DA to prepare a rule revision recommending the removal of the option electronic (currently computer) from the type of resource designation when GMDs are used. JSC will consider the removal of this option from the rest of the code.
- The terms "CD-ROM," "Photo CD," and "DVD" will be used directly in the Physical Description Area.
- Examples will be updated throughout Chapter 9 to include more current examples, particularly those appropriate for networked resources.
- The glossary and index will be substantially revised.

CC:DA will be asked to prepare a draft of an appendix to AACR2 defining what constitute major and minor changes.

Recommendations that JSC did not agree with, included the following:

- The inclusion of some of the proposed definitions (e.g. finite, continuing, database, Web site).
- The recording of title, statement of responsibility, and edition statement from the latest piece in hand or the latest iteration as it appears at the time of cataloging for all continuing resources JSC decided that this should apply to integrating resources only).
- The proposals dealing with place of publication and name of publisher when they change JSC decided that this information should be placed in a note).
- The use of angle brackets in notes to indicate the known dates to which the information applied.
- The proposal that any change to or rearrangement of the first three words of the title proper should be considered a major change.
- The proposal that relationship notes created according to rule 12.7B7 should be referred to as relationship links.
- The proposal to make compulsory the maintenance of relationship notes.

MONDAY-January 17, 2000

JSC considered the three recommendations contained in the paper prepared by the CC:DA Task Force on Rule 0.24 containing proposals for revision of rule 0.24.

Recommendation 1 (proposing a change to the text of rule 0.24) was endorsed by JSC. The proposed new text stresses the importance of bringing out all the aspects of the item being described.

JSC partially endorsed Recommendation 2. It agreed that the format variation question is in need

of resolution, and that cataloguers would benefit from guidance as to when to create new records. JSC also agreed that a new appendix to AACR2 would be the best vehicle for providing that guidance.

JSC endorsed Recommendation 3 for the addition of an introductory chapter in which various issues are addressed.

The next JSC meeting will be held from March 22-March 24 in San Diego this year.

The agenda will include:

1. The proposals proposed in the Delsey report;
2. Code changes to the ISBD area;
3. Jean Hirons' seriality report.

The IFLA report was presented by Glenn Patton.

There will be an IFLA meeting in the United States that is scheduled to take place in Boston in the year 2001. The conference papers of the last meeting in Bangkok will be published soon.

A publication on the form and structure of conference headings will be produced. There will be a multilingual glossary on cataloging terms. John Byrum will head a review group on ISBD vs. functional requirements.

Mark Watson gave particulars regarding the MARBI 2000-01 proposal. This paper proposes the adoption of a new subfield in fields 853-855 of the holdings format that will assist in characterizing the attributes of enumeration levels.

Don Chatham provided an update on ALA Publications. The amendments package is now available on CD-ROM or hard copy for $15.00. There is a link to this publication and others at the ALA online store (http://alastore.ala.org/).

Jean Hirons presented the proposal on the revision of AACR2 to accommodate seriality. The most important recommendations include:

1. To define two types of publication: "finite" and "continuing" and to further define a category of "integrating resources" for which special rules will be provided. The term "serial" is revised but not essentially redefined. Continuing resources include: databases, loose-leafs, web sites, electronic resources. No one approach can work for everything.
2. To describe the entire resource rather than a single issue. This would be accomplished by including earliest and latest data in the publishing area, and providing notes that indicate the earliest and latest issues consulted, as appropriate.
3. To base the description of all continuing resources on the latest issue, rather than the earlier (current practice for serials) in order to provide a more useful and up-to-date description.
4. To limit the use of other title information.

5. To adopt the ISBD(S) and ISSN language of "major and minor" changes.
6. To increase the types of changes to titles that can be considered as "minor" in order to reduce the number of new records.
7. To apply both successive and latest entry cataloging conventions for the cataloging of electronic journals, based on the presence of the
   earlier titles within the journal site.
8. To reorganize the descriptive portion of the code according to ISBD areas of the description. Consider the possibility of dividing the code three ways, rather than two, with the third part covering how relationships to related works and manifestations are handled.

Mary Larsgaard presented the report from the Task Force on Metadata. The actual report is due out on June 1, 2000. The co-chair for this Task Force is Rebecca Guenther. The Task Force dealt with issues regarding Dublin Core, metadata and AACR2 rules The Task Force recognizes that metadata in general and the Dublin Core in particular have applications other than AACR2-based cataloging records. It has been recognized that Dublin Core metadata contains a lot of information that can be used in such records.

ALCTS MEDIA RESOURCES COMMITTEE
Liaison Report
Submitted by Geri Purpur
Appalachian State University

CAPC Subcommittee on Authority Tools:
It is the subcommittee's charge to develop an online, annotated bibliography of sources used by catalogers when creating authority records for personal names and corporate bodies. The subcommittee's goal is to create a useful list of resources that AV catalogers can use when preparing authority records. A template will be created, after which the subcommittee will put out a call for titles and sources from the OLAC membership and AV catalogers from all types of libraries. It will have an index and the completion date will be Dec. 2000.

AACR2 Update:
There has been a proposal to re-organize part one of AACR2. Chapters would be arranged by ISBD, rather than by format. Chapter 12 would also be revised to accommodate the seriality of electronic journals (e.g. the concept of chief source of information would be revised to include entire source). Also the scope of Chapter 9 will be changed to cover electronic resources rather than computer files (e.g. instead of using a GMD for CD-ROMs and DVDs they would be described as such in the physical description).

Subcommittee on Source of Title for Internet Resources:
In an effort to compile uniform guidelines related to cataloging Internet resources, an exhaustive

search in OCLC was conducted for terms used in the source of title note in Internet resource cataloging records. The terms fell into four categories:

Terms that describe the page
Terms that describe a place on the page
Terms that describe an encoded source
Miscellaneous category

** Other Conference Reports **
MUSIC OCLC USERS GROUP (MOUG)
Liaison Report
submitted by Wendy Sistrunk
University of Missouri-Kansas City

MOUG is planning its next meeting in Louisville, Ky., Feb. 22-23, 2000. Among the sessions planned are "MARC Tagging for Internet Resources," "Uniform Titles for Public Services," and "FirstSearch Databases and Their Uses for Music. The popular "Ask MOUG" sessions for Technical Services and for Public Services will again be offered.

Current Chair, H. Stephen Wright will be handing over the gavel to Chair-Elect/Vice-Chair, Jean Harden, University of North Texas at the business meeting. Outgoing Board members are Karen Little (Past-Chair) and Jane Penner (Treasurer). Wendy Sistrunk has been re-appointed MOUG-OLAC Liaison for the next two years.

Plans are underway to finalize the details of the joint OLAC-MOUG meeting, to be held in Seattle, Washington, Oct. 12-15, 2000.

In order to publicize the existence and mission of MOUG, a mailing will be sent to approximately sixty library schools in the U.S., Canada, and Puerto Rico which have offerings in music librarianship. Information about MOUG and a sample newsletter will be included in the mailing.

The MOUG web site has been updated. Please check out http://www.musicoclcusers.org/ for updated information on MOUG conferences and activities.

OCLC USERS COUNCIL MEETING
February 5-8, 2000, Dublin, OH

Submitted by Robert Ellett
Armed Forces Staff College

The February meeting of the OCLC Users Council was held February 5-8, 2000 in Dublin, OH. The theme for this meeting was "The Global View of the World." This gathering of sixty delegates from all OCLC networks, network directors, OCLC staff, and numerous observers began with a symposium showcasing the CORC (Cooperative Online Resource Catalog) project. OCLC staff members Gary Houk, Taylor Surface, Eric Childress, and Bradley Watson discussed this new innovative web catalog. Although the project is just over a year old, it has 205 participating libraries and the database includes well over 200,000 resource descriptions. The speakers discussed how CORC will revolutionize the world of bibliographic control. CORC includes descriptions of electronic resources, pathfinders (electronic bibliographies), URL maintenance, assistance in classification, subject heading and keyword generation, and linked authorities to the OCLC Authority File. CORC is designed to make the individual library home page the portal of choice for the user. This session included the latest thinking at OCLC for the delivery of traditional cataloging services over the Web, cataloging of Web resources, and extending WorldCat to include links to book reviews, bibliographies, and tables-of-contents.

The Users Council was treated to a presentation by Christine Deschamps, President of the International Federation of Library Associations and Institutions (IFLA) on "Global Librarianship and OCLC." Deschamps spoke about the difficulties in international cooperation and sharing in libraries. Some of these problems include language difficulties (translation of documents, transliteration, diacritics, subject indexing and authorities), technology and connection problems, administrative problems including fiscal year cycle differences, legal and financial procedures including variations of currency rates and copyright legislation. Madame Deschamps suggested several advantages to international cooperation including free access to information and equity of access, promotion of literacy, developing mutual understanding, and better connectivity

Gary F. Strong, Director of the Queens Borough Public Library (QBPL) in New York continued discussing the role of international librarianship within his library. Mr. Strong reported that his library serves the most diverse county in the United States, where 36% of the library's population were born in a different country and 44% of the patrons speak a language other than English at home. His patrons include people from 120 countries who speak 190 languages. His "customer-focused" library circulated 17.5 million items in 1998 with 900,000 registered customers. The Queens Borough Public Library model currently includes 110 collections in 16 languages. Items are fully cataloged in vernacular for Chinese, Korean, Spanish, Russian, French and Japanese. Mr. Strong detailed his collection development policy: materials are selected that are popular in the individual language. Virtually every title is examined before being purchased. Other strategies include attendance at book fairs, profiling and international agreements, and partnerships. The QBPL home page includes links to pages that translate their home page to over 15 different languages.

During the Collections and Technical Services Interest Group meeting, Michael Kaplan, chairperson for the Program for Cooperative Cataloging (PCC), presented an interesting overview of the PCC and the development of core-level cataloging records. Kaplan discussed

how the PCC was composed of NACO (Name Authorities Cooperative), SACO (Subject Authorities Cooperative), and BIBCO (Bibliographic Cooperative). He reported that there are now 36 BIBCO institutions noting that University of North Carolina at Chapel Hill and Armed Forces Staff College (my own institution!) had representatives present at this meeting. Kaplan stressed that the PCC is an international project and discussed the PCC's goal of seeking to increase the availability of unique records created under mutually accepted standards. PCC records must have at least one subject heading, one classification number, and all headings on core records are backed by authority records. Glenn Patton of OCLC discussed how PCC records were handled in the World Cat database.

Jay Jordan, President and CEO of OCLC, presented a brief report in which he gave details of OCLC's acquisition of the Public Affairs Information Service (PAlS). First Search will now contain an additional 450,000 abstracting and indexing records from literature from 120 countries. PAlS had been in operation since 1914. Another information merger, PICA, an information service from the Netherlands was completed at the end of 1999. Other 1999 highlights include: an expanded World Cat collection sets, Dewey for Windows, Access Suite 3.0, the Accessions List Service now in HTML format, LC and GPO have joined CORC, and an initiative to build a web-based ILL system. Jordan applauded the accomplishment of OCLC's CatExpress which provides affordable cataloging services to small libraries.

Phyllis Spies, OCLC Vice President for Worldwide Library Services, indicated that ILL pricing may change from transaction-based pricing to a consolidated fee pricing structure. Currently, each search, display holdings, and produce is priced as a separate charge. Under the consolidated plan, the fee would include one price for the process of searching, display holdings, and producing. More information will be provided at the May meeting.

The other major discussion at the OCLC Users Council examined various scenarios dealing with libraries in the future. OCLC has contracted the services of Arthur D. Little, Inc. to examine OCLC's strategic directions and governance structure. OCLC wants to position itself to be the "leading global library cooperative" in the 21st century. The Users Council delegates debated issues on the composition of library collections and the nature of its users. Would libraries be centers of information in 2010? Would cataloging continue to be the basis for OCLC membership? Would level of education still control access to information? These issues will continue to be discussed at the May meeting.

UPDATE FROM OCLC
Submitted by Glenn Patton, OCLC

DATABASE: As of January 1, 2000, there were about 1,237,000 Visual Materials, 1,402,000 sound recordings and 124,000 computer files records. There are now more than 743 million

holdings attached to bibliographic records.

OCLC staff have been able, over the past few months, to devote more time to database quality efforts. In particular, backlogs of member-reported duplicates for Visual Materials and Computer Files have been eliminated and new reports are being processed as received. In addition, in December, we completed the l2~ run of the Duplicate Detection and Resolution software eliminating 54,000 duplicates.

OCLC has opened an OCLC TechPro office at Ambassador Books and Media in Hempstead, New York. An OCLC TechPro service staff member works in Hempstead to provide OCLC cataloging on a contract basis for libraries that order books, videos or other materials from Ambassador. The TechPro cataloger at Ambassador also upgrades nonprint media master records, including video, and adds new original video records to WorldCat based on Ambassador's extensive audio-visual collection.

ACCESS: OCLC is nearing completion of the process of migrating users from the proprietary dedicated-line network to a set of TCP/IP-based access methods or to the Internet. Support for the Communications Controller ceased on December 31,1999. All users with multidrop access must migrate to another access method by March 31, 2000.

OCLC has issued Version 3.00 of the OCLC Access Suite. It adds CatME version 1.11, CIK software, vCJKion 3.01, and the ILL MicroEnhancer, version 2.00 to the existing suite contents. All of the suite components are also available for downloading from the OCLC Web site at http://www.oclc.org/oclc/menu/suite/index.htm.

CATALOGING: Interest continues to be high in the OCLC CatExpress Service, a web-based, copy-cataloging interface that is targeted at small school and public libraries.

OCLC implemented an Authorities update this past summer and plans are nearing completion for a Bibliographic update in the early spring. Part of this update includes making Accompanying Material (AccM) in the Visual Materials obsolete. A database scan and workform changes are planned.

Work continues on a pilot project to create an Arabic workstation based on the OCLC CJK software. OCLC staff are preparing for the Wade-Giles/Pinyin conversion effort that will happen next year. Current efforts in this area are focused on a conversion strategy for authority records.

CORC: The OCLC CORC (Cooperative Online Resource Catalog) began as an Office of Research project in early 1999 with two goals: 1) to test and refine prototype OCLC systems (including metadata harvesting, automated DDC assignment, keyword extraction, Dublin Core-to-MARC conversion, linked authorities, pathfinder authoring tools) designed to support a Web-based, cooperative environment for selecting and providing useful access to networked resources, and, 2) to gain community input on policies and build experience with practices needed to sustain a cooperative metadata authoring environment. The CORC system includes four databases: 1) Resource Catalog (bibliographic records available in Dublin Core or MARC views), 2) Authority Catalog (MARC authority records), 3) DDC (read-only Web version of

Dewey) 4) Pathfinders (Webliographies which may include many resources including records from the CORC Resource Catalog). Based on the enthusiastic response of CORC's partner libraries (numbering by the end of 1999 almost 200 in a dozen countries) OCLC shifted CORC from research project to production. OCLC plans to release of a production version of CORC in July 2000. More information is available at http://purl.oclc.org/corc/

YEAR 2000: OCLC has completed all activities required to bring its computer systems into century date compliance.

SYMBOL EXPANSION: In anticipation of using up all the available 3-character OCLC symbols, OCLC has begun a project to expand symbols to 5-characters with an eventual goal of 8 characters. Work on the project will continue into the fall of 2000.

NEWS & ANNOUNCEMENTS
Barbara Vaughan, Column Editor

OCLC INSTITUTE
Winter/Spring 2000 Schedule

The OCLC Institute is pleased to announce its Winter/Spring 2000 schedule. Please visit our Web site at http://www.oclc.org/institute/ for seminar details, including registration information, group discounts, agendas, deadlines and lodging information.

Knowledge Access Management: Tools and Concepts for Next-Generation Catalogers
Think practically strategically and develop specific action plans. Do you want to feel more comfortable working with metadata? Is there a "best way" to catalog Internet resources? "Knowledge Access Management" provides an opportunity to explore and become comfortable with current trends, tools and practices in cataloging Internet resources.

Cost:
OCLC Member: $350 Early-Bird, $400 Regular.
Non-Member: $400 Early-Bird, $450 Regular
Offered:
March 27-29, Dublin, OH (OCLC Campus)
March 27-29, Washington, D.C. (Joint Sponsor: CAPCON)
April 10-12, Ames, IA (Joint Sponsor: BCR)

Using Metadata For Knowledge Management

Spend an intensive 2.5 days learning about and working with resource description systems, concentrating on the Dublin Core. You will create metadata records for a real-world collection. Where practical, lab exercises come from participant-provided projects. This is a lab-intensive, hands-on opportunity to become comfortable with metadata creation and use through practice and analysis.

Cost:
OCLC Member: $395 Early-Bird, $445 Regular.
Non-Member: $445 Early-Bird, $495 Regular
Offered:
April 10-12, Dublin, OH (OCLC Campus)

Knowledge Access on the Web: Metadata Applications

A compressed and even more intensive seminar based on "Using Metadata for Knowledge Management (see above), this seminar offers 1.75 days of plenary and lab experience in working with resource description systems, emphasizing the Dublin Core. Lab time is shortened but still focuses on metadata record creation and analysis using actual collections.

Cost:
OCLC Member: $300 Early-Bird, $325 Regular.
Non-Member: $350 Early-Bird, $375 Regular
Offered:
April 17-18, Washington, DC (Joint Sponsor: CAPCON)
April 25-26, Dublin, OH (OCLC Campus)
May 15-16, Dublin, OH (OCLC Campus)
For more information please visit our Web site at or contact Amy Lytle, Event Coordinator, at (800) 848-5878 x 5212 or via e-mail: lytlea@oclc.org

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DATABASE SCANS FOR ACCM AND PRME ON OCLC

In Update 3 (July 1997) to the USMARC Format for Bibliographic Data, Accompanying Material (AccM) in Visual Materials and Prime Meridian (Prme) in Maps were made obsolete. In preparation for a future MARC Bibliographic Update, OCLC plans to scan the fixed field and 006 elements to delete all values other than 'blank'. Initial scans will not be run until January or February 2000.

For Visual Materials, there are approximately 140,000 records with values other than 'blank' in the fixed-field element AccM. The number of VIS 006 fields with values other than 'blank' in AccM is under 200. For Maps, there are approximately 12,000 records with a value other than 'blank' in the fixed-field element Prme. The number of MAP 006 fields with values other than 'blank' in 'Prme' is under 150.

OCLC has not yet declared these elements obsolete. You may continue to code for accompanying material for Visual Materials and prime meridian for Maps; however, OCLC's recommendation is to leave these elements coded as 'blank'. Note that Accompanying Materials in Scores and Sound Recordings is not affected. The values in these formats for AccM are still valid.

Ellen Caplan
Product Management and Implementation, OCLC

AUDIOVISUAL/SPECIAL MATERIALS CATALOGER POSITION

Original and copy cataloging of videorecordings in English and foreign languages. Additional duties may include the cataloging of special materials in the following formats: CD-ROMs, interactive multimedia, computer software, other electronic and web resources, kits, games and other curriculum center materials, archival materials. This person will contribute to the formulation of cataloging policies and procedures, and will assist in the training of paraprofessional staff for the cataloging of audiovisual and special materials. The successful candidate will be required to meet university faculty tenure requirements of research and service.

REQUIRED: MLS from an ALA-accredited program; a minimum of 2 years professional cataloging experience, which included the cataloging of audiovisual materials in a variety of formats; working knowledge of cataloging principles and procedures including AACR2, LC subject headings and classification, and MARC21 formats; working knowledge of standard bibliographic and other reference tools for audiovisual materials and authority control; cataloging experience in an integrated library automation system; working knowledge of at least 1 modern European language; effective verbal, written and group communication skills; the ability to work effectively with culturally diverse faculty, staff, students and patrons.

PREFERRED: experience cataloging special materials in a variety of formats; cataloging experience in an academic or special library; cataloging experience using OCLC and the Innovative Interfaces online library system; working knowledge of French or Italian languages; evidence of research and scholarly or professional development.

SALARY and BENEFITS: $34,000 minimum, 22 days of vacation, tuition assistance, and a generous benefits package.

The University of Akron is the third-largest state-assisted university in Ohio. UA's 10 academic colleges offer 24,000 students more than 300 undergraduate and masters degree programs and options, 17 doctoral degree programs, and 4 law degree programs. Located in a metropolitan area of 500,000 people only 30 miles south of Cleveland, The University of Akron has the advantages of city life but combines them with the area's exceptional natural resources.

Consideration of candidates will begin April 1, 2000 and continue until position is filled. Send cover letter and resume, including names, addresses, telephone numbers, telefax numbers, and e-mail addresses of 3 references to: Delmus E. Williams, Dean, University Libraries, The University of Akron, Akron, Ohio 44325-1701.

EVERYTHING YOU ALWAYS WANTED TO KNOW
ABOUT AV CATALOGING
PLEASE ASK!
Nancy B. Olson

I was enjoying the question-and-answer session in San Antonio in January, as were all the panelists: Glenn Patton, Sheila Intner, Ann Fox, Verna Urbanski, myself, with Bobby Ferguson as moderator. The next morning 1 realized I was supposed to write this up for the newsletter and I had not taken a single note! So I made notes of as many of the questions and discussion as I could recall, but apologize for those I couldn't reconstruct.

Shaped CD

Bobby brought a CD shaped like a hand of three playing cards. This contains music from the film The Sting, and came with the video (see illustration below).

shown 1/2 actual size

First, this still has the dimensions of a compact disc, with the original CD edges showing on the four "corners." A warning is printed at the bottom of the front: Do not play in Dashboard or Jukebox type CD players. If placed in CD-ROM tray & CD does not immediately load, rotate CD slightly & insert again. Also printed at lower right: A shape CD (with trademark symbol). At upper right: Universal Music Special markets. Copyright statement: p(copyright symbol) 1998 Universal Music Special Markets. Inc.

We decided the physical description area would be:

300 1 sound disc: digital; 4 3/4 in.

with:

538 Compact disc, cut into shape of 3 playing cards.
500 "A shape CD."
500 "Do not play

and the usual notes about the contents (I haven't tried playing it to see what or how many works are on it).

Someone (sorry for not taking notes or getting names) in the audience has been cataloging these and found there is a Shape CD collector's club in Germany!

CD requiring password

Someone brought information about a CD with an insert/guide that says more information is available from a web site with the required user name and password given in the insert. Her question was should an 856 be included in the bibliographic record for the web site.

There was considerable discussion about this question. An 856 without the user name and password would not access the web site, and that information is not to be available except to campus users. Including that information in a 590 would provide the information to all local users, as well as to anyone accessing the local catalog through the Internet. It was finally resolved that a note should be put in the bibliographic record saying a web site is available and the required user name and password are available from the guide to anyone who checks the item out.

NLM historical display

Meredith Horan brought in something she had to catalog. It was a vial of medicine enclosed in a plastic block for display; the medicine was from about 1850 and there was a copy of a document showing the treatment of a farmer and how that patient paid for the series of treatments.

We cataloged the item as a vial of medicine which was realia, after some discussion as to whether we were cataloging the vial of medicine, or the medicine itself.

The next day I worried about this and thought back to a complicated example I had taken to Ben Tucker for help many years ago - reproductions of cylinder seal impressions that were mounted with descriptions on the back of each. I was getting all tangled up in ... impressions from cylinder seals were manuscripts, and copies of manuscripts were reproductions ...

Ben straightened me out. V/hat did I have in front of me to be cataloged? Not the cylinder seals. Not the actual impressed clay tablets. I had models, actual size, mounted for display. Don't make the cataloging process more complicated than it really is. That evening I discussed this concept with Verna Urbanski and she agreed.

The NLM item is not a vial of medicine, but an object for display containing a vial of medicine. It cannot be opened -- if it could, you could catalog the vial of medicine as being in a container.

So we should catalog the object in hand, using a title whatever appears on the item as a title. Here's something for which the British GMD "object" is most appropriate. I might omit the GMD from the bibliographic description if I were cataloging this - of course MARC21 coding and tagging would call for some value and I suppose "realia" is closest, though the real medicine is enclosed in plastic - it's not a model, as the vial of medicine is real.

Area 4 should have information about the company that prepared this display item.

Area 5 might be:

1 object : glass, plastic ; __ x__ x__ cm. + 1 card.

with notes:

Glass vial containing cc name-of-medicine, enclosed in plastic block for display

Card includes information about payment for treatment of a farmer with this drug in 18...

Name-of-medicine produced 18-- in ___, Kansas, by name-of-company for the treatment of ___

Live animals

How would one catalog live animals, as in a public or school library where there are some that can be borrowed?

These *ARE* realia.

Naturally occurring objects do not have a date or any other information in area 4, according to AACR2 1O.4C2, D2, F2 - a note can explain when and where born, or age, or whatever information is needed.

A collection level record could be created with holdings for each animal.

A barcode could be placed on a tag attached to a collar, harness, or cage for circulation. Call number and/or any other information needed could be handled on the same or an additional tag.

Glenn suggests these bibliographic records NOT be input into OCLC.

Language question about westerns (films)

There was a question about language codes and notes for films done in foreign countries and dubbed into English. After much discussion about consulting reference sources, searching the Web, etc., there was some agreement on not spending much (if any) time establishing the history of the film, but catalog it as you find it using readily available information, and using the note:

546 Dubbed in English

without trying to establish the language in which the actors actually spoke.

"File characteristics area .." Correction
("Everything You Always Wanted to Know ..." OLAC Newsletter, 19:3,
p. 40-41)

Gene Kinnaly of the Library of Congress pointed out that Field 256 continues to be a mandatory field when cataloging computer file monographs at LC. Field 256 is not used for serials, as directed by CONSER.

And now, a bonus

COMMENTS ON CATALOGING INTERNET RESOURCES
Nancy B. Olson

While teaching the January workshop at San Jose State University, I spent two days on cataloging Internet resources. Those students who were taking the class for a grade, and wanted an A, had to select and catalog an additional ten Internet resources each, to be turned in the last day of class. As I went through the resulting 130 examples, I developed the following guidelines that I hope will be of use.

First decide what you am cataloging. Is it a web site or something contained within a web site? Is it a serial, or a document from one issue of the serial? Is it a named column that appears regularly within a serial? Once you decide what you are cataloging, ignore all surrounding information unless or until needed for a note explaining where the document (or whatever) appears.

Is the item being cataloged a monograph, a serial, or something that is continuing but not a true serial? Once you make this decision, be consistent in the treatment of the date in the 260, and notes about the item. [At this point, I developed a chart with the horizontal line a continuum from monograph to serial, with a continuing publication somewhere in the middle. Under each heading was the appropriate decision as described in the following paragraphs. Unfortunately, I

can't reproduce the chart adequately here, but you might want to draw your own.]

Remember a true serial carries a designation of volume and/or number and/or a chronological designation in a prominent position - if no such designation, it may be a continuing publication but is not a serial.

If not a true serial, but the list of things included on the site or home page has something like "What's new", that phrase indicates updating occurs or is planned, so you are cataloging a continuing publication.

Alternate titles
MARC field 246 is used for alternate titles. This includes the 245 title with run-together-words separated, a 245 title with an ampersand spelled out as "and" and any portion of the 245 that might be thought of as the title, as well as other title information (245 subfield b) if that might be thought of as the title. Do not carry this too far. Only add 246 titles if they are necessary for searching, or may reasonably be thought to be the title of the item.

Statement of responsibility
No statement of responsibility is given in MARC field 245 unless such a statement appears prominently in the chief source of information - as an author statement does on the title page of a book. If you find information elsewhere, such as 'created and maintained by ..." or "edited by ... "you can use this information in a note and make an added entry for the person or corporate body based on the note.

Publication, distribution information
The name of the publisher given in MARC field 260 should, I believe, be the name of the person or corporate body responsible for the distribution of the monograph, or the home page or web site, rather than the designer or host of the site itself.

Dates
If you are cataloging a monograph, you will have one publication date. If it is given on the item in a copyright statement, you may record it as such: c1999. Otherwise use the date as found (when clearly given)

1999

or assume the date from information given in the text or elsewhere (and an assumed date is always given in brackets)

[1999] or [199?]

If you are cataloging a true serial, a date is given if MARC field 260 only if you have the first issue of the serial to work from; otherwise there is no date in subfield c. If the serial covers a time period other that the year(s) of issue, the dates of coverage rather than publication go in the fixed fields, whether projected dates or past dates.

If you are cataloging a continuing work, the date must be open to indicate more is coming. A copyright date with a "c" is not correct here, as this would imply each date involved represents copyright, and they do not. So you would use

1999-

for a beginning date that appears on the item, or

[199?-

for a beginning date you assume to be in the 1990s.

If the date on the item is given as

c1995- 1999

use [1995-

Note on source of title, etc.

- For a monograph, the note is

  Title from title screen.
  or Title from home page.

  or whatever is appropriate. You don't need to specify in any more detail exactly where on the title screen or home page the title is located.

- For a continuing publication
  Title from home page as viewed on Jan. 7, 2000.
  or Title from home page (viewed on Jan. 7, 2000).

  or whatever is appropriate.

- For a serial, cataloged from other than the first issue

  Description based on: vol. 1, no. 4 (Jan. 2000); title from caption of web site (viewed on Jan. 7, 2000).

  or whatever is appropriate for chronological designation, and for location of title.

  If the serial is cataloged from the first issue, the "description based on" part of the above note would not be used because the year is given in field 260 and the issue number is given in field 362.

Note on frequency
If a serial or continuing publication is being cataloged, some frequency note is needed.

For a serial, this note is just the same as that used for any print serial:

Weekly
Daily
Monthly except July
For a continuing publication, use:

Updated frequently
Updated continuously
Updating planned.
Updated.

or whatever is appropriate based on information given or implied in the text of the item itself.

Added entries
Added entries for people or corporate bodies mentioned somewhere in the bibliographic record provide access to those names. Do not use an added entry for a person or corporate body already chosen as main entry.

Each added entry must be searched in the LC authority file found on OCLC to see if it's correct form has been determined - when found, use it as found. If not found, check AACR2 chapters 22 and 24 to determine the correct form for the added entry. Do not make multiple added entries for the same personal name or corporate body in different forms to allow searching by each form - that is why the authority file is set up with a cross-reference structure.

I suspect there is confusion here partly because in MARC field 246 we do make title added entries for alternate forms of the title; in the 7xx fields we do not make those additional entries.

<div align="right">

Contact Nancy Olson at
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Lake Crystal, MN 56055
avnancy@ic.mankato.mn.us
Phone: 507-726-2985

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OLAC NEWSLETTER INDEX to VOL. 19 has not been HTMLed. -- [Web ed.]

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OLAC MEMBERSHIP DIRECTORY INDEXES
CALL FOR YOUR OPINION

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Take a look at your copy of the last OLAC Membership Directory (1999/ 2000). If you don't have a copy, take a look at the categories on the directory information form (following page of this issue).

The directory included six indexes:
Index of Individuals
Index of Institutions
Index by Format Specialty
Index by Library System
Index by Bibliographic Utility
Index by State or Province
The OLAC Board has agreed that the Index of Individuals and the Index by State or Province will be retained in the next directory, but the other categories are open to debate.

Here's where your input is needed. Please let me know if you use the following indexes, and if so, why?

Index	**Use (Y/N)**	**If Yes, Why?**
1. Institutions		
2. Format Specialty		
3. Library System		
4. Bibliographic Utility		

If the OLAC membership doesn't use an index, we'll leave it out of the next directory.

This survey will also be posted on OLAC-List. Please e-mail, fax, phone or mail responses by July 1, 2000 to:
Kay G. Johnson
326 Hodges Library
University of Tennessee
Knoxville, TN 37996-1000
johnsonk@utk.edu
865-974-6696 (phone)
865-974-0551 (fax)

Last modified: June 1, 2000