

OLAC NEWSLETTER
Volume 15, Number 2
June 1995

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FROM THE EDITOR
Sue Neumeister

This issue, in addition to the usual columns, contains the ALA 1995 Annual Conference meetings of interest to AV catalogers. The minutes to the Cataloging Policy Committee, OLAC Business, and OLAC Board meetings are also included for approval at ALA in Chicago. For the music cataloging community, there is an order form for *The Best of MOUG*, 5th edition and a review of *Notes for Music Catalogers: Examples Illustrating AACR2 in the Online Bibliographic Record*.

In the News and Announcements column, you will find the results of the April OLAC elections. I would like to thank all the candidates. Also in this section is an AVLINE update and details on how to obtain Nancy Olson's "Cataloging Internet Resources: A Manual and Practical Guide" via anonymous ftp.

Speaking of cataloging Internet resources, I and two of my colleagues, Ellen McGrath and Diane Ward, went to Toronto, Ontario for a one day conference. It was very informative and you will find Diane's report here. You may browse through the conference home page by using the URL provided. The instructors informed us they intend to keep it on their server for a while. Netscape is the browser preferred since this is what is used at the University of Toronto.

PLEASE NOTE: Barb Vaughan's e-mail address has changed. Any news or announcements should be sent to her at: vaughabj@snybufaa.cs.snybuf.edu

COMING ATTRACTIONS

- Review of Karen Driessen and Sheila Smyth's new book *A Library Manager's Guide to the Physical Processing of Nonbook Materials*
- 1995 ALA Annual Conference reports
- OLAC Home Page

FROM THE PRESIDENT

Mary S. Konkel

As I watch the last petals of my tulips drop and look at the marigolds just beginning to blossom, I realize that a year has gone by and my term as OLAC President is nearly over.

It has been a very satisfying year for me and I'd like to personally extend my appreciation to the members of the Executive Board for their support, hard work, and fellowship. I'd also like to thank you, the membership, for your attendance and participation in OLAC activities this year. One true pleasure of being an OLAC member is the networking and grassroots assistance that we get from one another as members of a broad audiovisual community replete with energy and expertise.

I look forward to seeing many of you at the ALA Annual Conference in Chicago. I cordially invite you to join us in celebrating OLAC's 15th birthday at a reception (9:00-10:00 p.m.) following the general business meeting (8:00-9:00 p.m.) Saturday, June 24 at the Hyatt Regency Hotel, Toronto Room. I hope you can make it.

Many thanks to the Election Committee, Sheila Smyth (Chair) and Sue Neumeister and the Awards Committee, Karen Driessen (Chair), Diane Boehr and Heidi Hutchinson for their hard work. Election results are reported here and the 1995 OLAC Award recipient will be announced during the general business meeting June 24 at ALA and in the September Newsletter.

Plans for the 1996 OLAC Conference to be held in Denton, Texas are in the making. Sharon Almquist of the University of North Texas (phone: 817-565-4702, e-mail: salmquis@library.unt.edu) is the Conference Planning Chair. Your ideas and support are always welcome.

We have had a very productive year together and can be proud of our collective and individual accomplishments. I hope that spring has brought you renewal and an opportunity to tackle those projects that have been waiting for brighter and warmer days. Here's to another great year. I don't know about you, but I am ready to CELEBRATE!

FROM THE TREASURER Johanne LaGrange

Reporting period: January 1, 1995-March 31, 1995

Membership: 571
Institutional - 246
Personal - 325

ACCOUNT BALANCE: December 31, 1994

Merrill Lynch WCMA Account	30,670.47
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INCOME

Back Issues	28.00
Dividends--WCMA Account	419.34
Mailing List Rental	50.00
Memberships	1,824.00
OLAC/MOUG Conference	2,787.68

TOTAL INCOME	5,109.02
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EXPENSES

ALA--1995 Midwinter	120.00	
Banking Fees		
Activity Fee	1.35	
Consultant		
Archival	754.00	
Labels, Envelopes & Supplies	470.56	
OLAC Board Dinner (Midwinter)	198.00	
OLAC Newsletter (v.15, no.1)	1,000.00	
Postage/Permit	90.18	
Publication (Lib. Man. Guide)		
ALA Permissions Fee	50.00	
Stipends	900.00	
TOTAL EXPENSES		(3,584.09)
ACCOUNT BALANCE: March 31, 1995		
Merrill Lynch WCMA Account		32,195.40

ALA 1995 ANNUAL CONFERENCE MEETINGS OF INTEREST

Data are taken from preliminary conference schedules. Please confirm all dates, times, and locations in the final conference program.

OLAC

CATALOGING POLICY COMMITTEE

Friday, June 23, 8:00 p.m.-10:00 p.m.,
Palmer House / Parlor D

OLAC BUSINESS MEETING & BIRTHDAY PARTY

Saturday, June 24, 8:00 p.m.-9:00 p.m. (Business meeting);
9:00 p.m.-10:00 p.m. (Birthday Party), Hyatt Regency / Toronto

OLAC BOARD MEETING

Sunday, June 25, 8:00 p.m.-10:00 p.m.
Chicago Hilton & Towers / Boulevard B

ALCTS AV COMMITTEE

MEETING, Sunday, June 25, 8:00 a.m.-9:00 a.m.
Chicago Marriott / Iowa Rm.

MEETING, Tuesday, June 27, 8:30 a.m.-12:30 p.m.
Palmer House / Crystal Rm.

AV PRODUCER/DISTRIBUTOR--LIBRARY RELATIONS
SUBCOMMITTEE, Tuesday, June 27, 8:00 a.m.-9:00 a.m.
Palmer House / Cresthill Rm. 11

AV STANDARDS SUBCOMMITTEE, Monday, June 26
2:00 p.m.-4:00 p.m., McCormick Place Complex / N129

CC:DA

MEETING, Saturday, June 24, 2:00 p.m.-4:00 p.m.
McCormick Place Complex / E353 A

MEETING, Monday, June 26, 8:00 a.m.-11:00 a.m.
Chicago Hilton and Towers / Cont. BR C

INTERACTIVE MULTIMEDIA CATALOGING
PRECONFERENCE, Friday, June 23, 8:00 a.m.-5:30 p.m.
DePaul University (See March issue for full description)

COMPUTER FILES DISCUSSION GROUP

Saturday, June 24, 11:30 a.m.-12:30 p.m.
Hyatt Regency / Columbus A

Sunday, June 25, 9:30 a.m.-12:30 p.m.
McCormick Place Complex / E265

MARBI

MEETING, Saturday, June 24, 9:30 a.m.-12:30 p.m.
Hyatt Regency / Columbus E/F

MEETING, Sunday, June 25, 2:00 p.m.-5:30 p.m.
Drake / Walton Rm.

MEETING, Monday, June 27, 2:00 p.m.-5:30 p.m.
Hyatt Regency / Columbus E/F

SUBJECT ANALYSIS COMMITTEE

SUBCOMMITTEE ON ACCESS TO COMPUTER FILES
Monday, June 26, 8:30 a.m.-11:00 a.m.
Hyatt Regency / Grand BR D No.

VIDEO ROUNDTABLE

BIBLIOGRAPHIC CONTROL OF VIDEO
Sunday, June 25, 4:30 p.m.-5:30 p.m.
McCormick Place Complex / N136

** If anyone would like to write a report for the *OLAC Newsletter* on one of the sessions below or any other ALA program focusing on AV or cataloging related topics, please contact Ian Fairclough, Conference Reports Editor. His address is on the inside front cover of this Newsletter.

- AACR 2000: Toward the Future of the Descriptive Cataloging Rules (Preconference)
- Issues in Map Librarianship
- Supercatalogs and School Media Centers
- Workshop in Visual Resources Collection Fundamentals
June 26-30, Eugene, OR
- Serials Cataloging in the Age of Format Integration
October 6-7, San Francisco, CA.

**ONLINE AUDIOVISUAL CATALOGERS (OLAC)
CATALOGING POLICY COMMITTEE (CAPC)
ALA ANNUAL MEETING
PHILADELPHIA, PENNSYLVANIA**

FEBRUARY 3, 1995

Minutes

The meeting was called to order by Mary Konkel, OLAC President, for absent CAPC Chair Richard Harwood at 8:00 p.m.

Members present: Diane Boehr, Pat Thompson, Susan Bailey, Lowell Ashley, Brian McCafferty, Virginia Berringer, Nancy Rodich-Hodges

Guests: John Attig (MARBI liaison), Harriet Harrison (Library of Congress contact), Eric Childress (ALCTS AV contact) and 20 other guests

1. Members and guests introduced themselves. M. Konkel asked that everyone sign the attendance sheet being passed around.
2. The minutes of the October 7, 1994 meeting were approved as printed in *OLAC Newsletter* 14 (4).
3. Old Business
 - a. OLAC/CAPC PCC Update

M. Konkel reported for Richard Harwood on a letter sent to Sarah Thomas at Library of Congress formally volunteering our services to the Program for Cooperative Cataloging (PCC) for the formation of a core record for nonbook materials. Thomas replied that our letter has been

forwarded to the PCC. She has also asked John Byrum of the Regional Cooperative Cataloging Council to have a staff member talk with CAPC about a possible NACO funnel project in which OLAC members could participate in contributing authority records to the national authority file. Currently authority records for media materials are lacking in the national database.

b. 7.7B2 Rule Proposal and LC Interpretation Request

E. Childress reported that this proposal, which would further refine the note dealing with language enhancements, will be discussed at CC:DA Monday. The Joint Steering Committee (JSC) had agreed on some minor changes last year. The proposal needed additional changes. D. Boehr worked extensively on this and explained the reasoning behind the recommendations and asked for comments from the attendees.

J. Attig commented on the general tendency JSC has to not want to revisit proposals and since this was on the table last year they may not want to deal with it again. Also, they will not want to have examples of every language enhancement possible in the rules and an LCRI giving guidance might be a better direction. H. Harrison commented that LC has agreed not to pursue LCRIs when a rule revision is in the works.

E. Childress pointed out that the focus is to refine these changes before they are printed as a change to AACR2R. Childress wondered if we needed definitions of any of the terms being used. J. Attig thought that, in the past, definition of terms used in examples were not allowed.

4. New Business

M. Konkel had two announcements. First, Konkel attended the OCLC Users Council meeting and wanted to announce a call made at that meeting for participation in an Internet cataloging project. Konkel has forms available for this project. CAPC will be forwarding their name as resource for this project. Second, CAPC has a Task Force looking at Audience Characteristics but the report is not ready so it will be submitted at the June meeting. The members of this Task Force are V. Berringer, N. Rodich-Hodges, and J. Attig as a consultant.

a. MARBI Proposals/Discussion Papers

CAPC members had received copies of these documents before the meeting. MARBI liaison J. Attig summarized them and pointed out aspects of interest to CAPC.

- **Discussion Paper no. 81:** *Form of Music Codes*

This paper discusses the future of the 047, Form of Music Codes in the MARC Format. LC has issued a rule interpretation indicating that they will not be adding this field. Since this information is nearly always present in the record in an eye-readable form, it is under debate whether it is also useful in coded form.

CAPC members and audience were not in agreement on whether this was needed or not. The coded form is more consistent than the free text form.

The lack of needed codes is very frustrating. In terms of interest of pursuing, no CAPC members were interested and only two audience members were.

- **Discussion Paper no. 82:** *Merging Field 755 with Field 655*

This paper was brought up by the Rare Books and the Subject Access communities. There is a basic problem with the way these two fields work. The writers of this paper are the main users of the fields and they would like to make sure that there are not others that need to make this distinction. The differences between the two fields are not easily identified and are probably not useful to the catalog user. D. Boehr moved to support the paper, V. Berringer, seconded. It passed unanimously.

- **Proposal 95-2:** *Definition of Subfield \$v for Form Subdivisions*

This proposal, if approved, would allow \$v defined for form subdivisions. LC is seriously considering using a technique like this. NLM is already identifying these terms and would like to use them as soon as possible. The AAT also would very much like to differentiate between form and topic in their subject strings. J. Attig emphasized that this subfield would definitely be optional and used when people wanted.

The question arose whether the computer can be used to convert these headings. Arlene Taylor has done a study that has shown that only two-tenths of 1% would be converted incorrectly.

CAPC supports the proposal while recognizing the obstacles yet to overcome.

- **Proposal 95-6: *Linking Code for Reproduction Information***

This proposal deals with one solution to the multiple versions problem discussed in the last few years. The technique of linking all the fields that have to do with the reproduction would allow systems to pull that data together and display it in a subordinate record without having to implement subordinate records at the network level. At ALA in Miami, the examples looked differently because they used real fields rather than the 533 field. Anything not in the 533 could be added and linked to the 533. The 00X fields cannot be linked since they cannot have subfields. One question is whether the 533 is a better way to go than the separate fields.

Another problem that will need to be looked into is how to use this in a local system. It is assumed that if this additional coding is added, the coding will be optional, like the 505 implementation.

CAPC supports the proposal recognizing that there are still problems to be worked out and that it should be optional.

5. Source of Title Note for Films and Videos (From ALCTS AV)

E. Childress began the discussion of a proposal ALCTS AV is considering writing that would make the source of title note required for media. They are interested in OLAC's reaction on whether this would be a worthwhile proposal or not. One reason this is being considered is that in Chapter 9, this information is required and it is very convenient having it there. Most of the same problems occur in media as in computer files, like variations in title in different places.

There was some feeling from the group that it would be too time-consuming to always type in "Title from title frame." Others definitely would like to have this information included so that they would not have to figure it out. A long discussion and some straw votes were taken to give E. Childress some idea what people thought about this issue. There was agreement that if the title is not

from the title frame it should be noted and that it would be good if the rules were changed to reflect this. There was disagreement about whether the note should be there no matter what the source is.

6. CC:DA Proposals

E. Childress reported that the Australians have withdrawn their proposal about changing technical specification notes in Chapter 7.

L. Ashley reported on the Working Group on Music Videos. The manual will be issued with title main entry being recommended if following current rules. Two papers have been written for presentation at the next MLA meeting that address the issue of main entry for music videos. One paper presents the pro and one the con. E. Childress continued that CC:DA will probably be looking at setting up a Task Force to look at this.

There are four Chapter 9 changes being brought to CC:DA. The abbreviations for computer memory terms are being reconsidered. The spelling of "disc" in the rules is finally being finished. The chief source of information for computer files when sources vary is being refined. An indication in the rules that compressed files be decompressed before cataloging is also being considered.

Finally, further refine the mode of access note to Internet resources. They will be discussing whether the phrase should go in the text or in the examples. Also, how full should the examples be and should it be in the 856 as well as the note.

- The meeting was adjourned at 10:05 p.m. Respectfully submitted,
Cathy Gerhart
OLAC Secretary

**ONLINE AUDIOVISUAL CATALOGERS (OLAC)
BUSINESS MEETING
ALA MIDWINTER CONFERENCE
PHILADELPHIA, PENNSYLVANIA**

February, 4, 1995

Minutes

1. Call to Order, Introduction of Officers, Announcements

The Business meeting was called to order by OLAC President Mary Konkel at 8:00 p.m. Officers present: Heidi Hutchinson (Vice President/President Elect), Johanne LaGrange (Treasurer), Cathy Gerhart (Secretary), Sue Neumeister (Newsletter Editor), and Karen Driessen (Past President).

M. Konkel asked that first-time OLAC Business meeting attendees stand and introduce themselves.

M. Konkel announced that OCLC will be coordinating an Internet resources cataloging project. Written information on this project was available at the meeting.

M. Konkel also reported briefly on the sessions she attended at the OCLC Users Council meeting. A full report on this will be in the *OLAC Newsletter*. [See the March 1995 issue-- ed.].

2. Secretary's Report (C. Gerhart)

The minutes of the Business meeting of October 7, 1994 (OLAC/MOUG Conference, Oak Brook, Ill.) were approved as published in the December 1994 *OLAC Newsletter*. C. Gerhart also mentioned the work being done to complete a new version of the OLAC Handbook.

3. Treasurer's Report (J. LaGrange)

There are 718 members currently in OLAC. We started with a balance of \$26,476 in December. We had an income of \$5,863 and expenses of \$1,669 with an ending balance of \$30,670.

4. Newsletter Editor's Report (S. Neumeister)

The last issue of the Newsletter was sent out in early December. It contained all the reports from the OLAC/MOUG Conference, all of which were well done. Cathy Leonardi has resigned as the OLAC indexer and so a new one is being sought. Let S. Neumeister know if you would like to volunteer. The deadline for the March issue is February 17.

5. Committee Reports

- a. Cataloging Policy Committee (CAPC) (M. Konkel)

Please see separately submitted minutes of the CAPC meeting in this issue.

b. 1994 OLAC/MOUG Conference Committee (Ellen Hines)

The local arrangement committee and workshop leaders were thanked for their excellent work. There were 284 attendees (2/3 from OLAC and 1/3 from MOUG). Responses were very good from the Conference. The comments are still being compiled but will soon be distributed to the speakers.

c. Nominating Committee (Sheila Smyth)

Candidates for Vice President/President Elect are: Richard Harwood and Cynthia Whitacre. The candidate for treasurer is: Johanne LaGrange. Nominations from the floor were solicited. There were none so the nominations were closed unanimously.

d. Awards (K. Driessen)

There were two nominations for the OLAC award. The committee will be making recommendations to the Board for presentation at the summer OLAC meeting.

6. Liaison/Observer Reports

a. ALCTS AV (Molly Hand)

Please see separately submitted report in the March issue.

b. AMIA (Martha Yee)

Please see separately submitted report in the March issue.

c. CC:DA (Pat Thompson)

Please see separately submitted report in the March issue.

d. MARBI (John Attig)

Please see separately submitted report in the March issue.

e. MOUG (Ann Caldwell)

MOUG will be meeting in Atlanta on February 7 and 8 in conjunction with the Music Library Association meeting. Sarah Thomas and Deta Davis will be speaking and there will be a report on PromptCat as well as other reports and workshops.

7. Library of Congress and Utility Reports

a. Library of Congress (Harriet Harrison)

LC has a new chief, Barbara Tillett, who began last March. Three documents that concern LC's internal implementation of the most recent phase of format integration are available from H. Harrison. Concerning sound recordings, Deta Davis sent a report through Harrison that original records had begun to go directly into OCLC but that a glitch with format integration had forced them to go back to inputting directly into MUMS. Collection level cataloging will be done for some jazz materials from the teens to the '50s in an in-house system.

Norma Hendrikson is now in charge of computer file cataloging that now catalogs about 200 titles a month and 100 books a month that have disks. They are currently working on simplifying the cataloging of books with disks.

Since the AV Cataloging Section at LC no longer exists, what is being cataloged is done in the Motion Picture Broadcasting and Recorded Sound Division. The head of that Section is Catherine Garland. They are working with AMIA on the revision of AMIM rules.

H. Harrison has been named the NACO coordinator for AV so she will be working with OLAC after her training is completed.

K. Driessen asked if H. Harrison knew when the first records using the new interactive multimedia guidelines will be loaded. N. Hendrikson thought that they had already been input, so they should be loaded soon.

b. OCLC (Glenn Patton)

Please see separately submitted report in the March issue.

c. RLG (Ed Glazier)

Please see separately submitted report in the March issue.

8. New Business

A host site is needed for the 1996 OLAC fall conference. Please contact a Board member if you are interested in providing a location for this conference.

9. Adjournment

The meeting was adjourned at 9:26 p.m. and followed by the traditional question and answer session.

Respectfully submitted,

Cathy Gerhart
OLAC Secretary

**ONLINE AUDIOVISUAL CATALOGERS (OLAC)
BOARD MEETING
ALA MIDWINTER CONFERENCE
PHILADELPHIA, PENNSYLVANIA**

FEBRUARY 5, 1995

Minutes

1. Call to Order, Introductions, Announcements (M. Konkel)

The Board meeting was called to order by OLAC President Mary Konkel at 8:00 p.m.

Members present: Heidi Hutchinson (Vice President/President Elect), Cathy Gerhart (Secretary), Sue Neumeister (Newsletter Editor), Karen Driessen (Past President), and Johanne LaGrange (Treasurer)

Guests: Ellen Hines, Pat Thompson, and Brian McCafferty

2. Approval of the Minutes (H. Hutchinson)

The OLAC Board meeting minutes of October 7, 1994 were approved as printed in OLAC Newsletter v. 14 (4).

3. Treasurer's Report (J. LaGrange)

OLAC has \$30,670.47 as of December 31, 1994.

4. Newsletter Report (S. Neumeister)

The deadline for the next Newsletter is February 17.

The index to the *OLAC Newsletter* is currently 12 pages and will be too big to be an insert next year. It will need to be a separate publication. The indexer will get an extra copy of the Newsletter to mark as needed. Also, the indexer will get a stipend.

5. Vice President's Report (H. Hutchinson)

The Directory project was discussed. A new timeline and process were chosen. A tearsheet will be sent to each person that will have an entry to verify the data that will appear in the Directory. There will be categories that each will check to determine the type of member. A set of mailing labels will be needed for this process. J. LaGrange will send the labels for everyone that is a member during 1994 forward (ACTION). A return address will be printed on the back of the questionnaire. M. Konkel suggested a different color of paper be used. Only personal members will be sent the tearsheet. The tearsheet will be returned to B. McCafferty who will update the data and then make a printout for H. Hutchinson to proofread (ACTION). It was suggested that "AV materials" in the categories section be changed to "Other (please specify)" and that the category "Graphic materials" be added to the list (ACTION). Take "sell name" off (ACTION). The tearsheet will be sent out by the end of February with a deadline of March 20. The draft will be sent to Hutchinson in April.

6. Report on 1994 Conference (E. Hines)

The Treasurer's report and overview report were distributed regarding the 1994 Conference. A report will also be forthcoming on the comments received on the evaluation sheets. A Conference checklist was also distributed to help with next year's planning and compiling of the evaluation sheets.

The evaluation report showed that the Conference was very well received by all but one person. There was a problem with one workshop leader but in general the workshop leaders were excellent. There was some discussion of how to avoid this kind of problem in future. It was recommended that the planners be careful when choosing workshop leaders, checking on anyone who is not well known.

7. Ad Hoc Committees (Research, Scholarship) Charges (M. Konkel)

The charge to the Scholarship Committee was discussed. The Committee will be Virginia Berringer and Pat Thompson with Bobbie Ferguson as a consultant. A report will be discussed at the next two OLAC meetings, an outline of the report at the next meeting and the final draft at the Midwinter 1996 meeting. It is hoped that it can go in the Newsletter in March and June of 1996 so it can be used by members for the 1996 OLAC Conference. The charge does not include who should be eligible but it is envisioned that it should be an OLAC member that hasn't attended in the past.

J. LaGrange wondered what the "disposable" income amounted to in our budget. Should we hold back about two years of operating budget? K. Driessen commented that in the past that the \$10,000 of investments was the cushion. We need to have a discussion on this. Money should be set aside for any NACO training that is needed since institutions pay for the training needed for that program.

The Research Grant Ad Hoc Committee is composed of Richard Harwood and J. LaGrange. A preliminary report should be ready for the next meeting and completed at the Midwinter 1996 meeting. It should also appear in the Newsletter in March or June 1996. The main focus of the grant should be AV cataloging but other than that it is wide open.

8. Handbook Updates (handouts)

a. OCLC Users Council Contact Person (M. Konkel)

This addition to the Handbook was approved with one change in the second last line. ALA was changed to ALA conferences.

b. Service in More Than One Capacity and Vacancy Before a Term is Completed (M. Konkel)

These two concepts will be separated and put in the Handbook in different sections. There were some small changes made which will be reflected in the next Handbook.

c. Elections (H. Hutchinson)

Some additional suggestions for the Handbook concerning the Vice President/President Elect duties were made.

d. Changes to the By-laws Section 4.

Changes will be voted on by the OLAC members on the April ballot.

9. OLAC Birthday party update (M. Konkel, K. Driessen, S. Neumeister)

Plans for the OLAC birthday party in lieu of the Q&A session were discussed. Other arrangements about refreshments and decorations were made. Check the Newsletter for more information on location.

10. OLAC Archives

Funding for the organization of the OLAC archives was approved by the Board on e-mail in January 1995. \$549.25 will be used for 40 hours of work. Verna Urbanski and Nancy Olson will be adding many of their papers to this archives. Additional monies will be needed to integrate these and other papers collected in the amount of about 30 hours. OLAC approved this expenditure.

More discussions on how the archives works and how to deal with the electronic information we are generating will be on the agenda for the June meeting.

11. Q&A Compilation (M. Konkel)

Virginia Berringer had suggested that a compilation be made of the Q&A portion of the Newsletter to help find information. Verna Urbanski and Nancy Olson are talking about the possibility of this. They believe that it will need extensive editing. OLAC endorses this idea and hopes it will proceed.

12. Newsletters on a Gopher

Richard Harwood is working on this and will have more information at the June OLAC meeting.

13. New Business

Preconference on Interactive Multimedia (Laurel Jizba)

The planners of this Preconference are requesting about \$500. The exact use of this money will either be for purchasing extra copies of the Guidelines and/or helping pay some trainers' registration fees. OCLC and Gale are being approached to help pay for the break during the Preconference. The Board was eager to help sponsor this Preconference and will be donating to this cause.

14. Adjournment

The meeting was adjourned at 11:21 p.m.

Respectfully submitted,
Cathy Gerhart
OLAC Secretary

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CONFERENCE REPORTS

Ian Fairclough, Column Editor

CATALOGUING INTERNET RESOURCES CONFERENCE

May 10, 1995
Continuing Education, Faculty of Information Studies
University of Toronto

Submitted by Diane Ward
State University of New York at Buffalo

The fundamental purpose of a library is to serve a community by providing access to information resources. In essence, a vital facet of a library's infrastructure rests in its ability to adapt to the evolving nature of technology's influence on knowledge acquisition and the redefinition of what a "community of library patrons" is. With the expansive growth of the Internet in the past few

years, a need has arisen to provide patrons access to the extensive resources available via Gopher and the World Wide Web.

As the heavy traffic on the InterCat listserv will attest, there are many points of cataloging contention in regards to OCLC's ambitious project "Building a Catalog of Internet Resources," and the reason for this resides in the fact that the Internet is overwhelming. Our users are truly fortunate to have such a luxury of resources, but in order for these Internet sites to be used, a patron must have knowledge of what is out there and how to get to what they want quickly. Internet catalogers will experience the birthing pains that accompany all new technology, but their role is paramount in the continuance of a library's viability as a center of research and resources.

Thus the Toronto conference, *Cataloguing Internet Resources* held at the University of Toronto (UT), provided our State University of New York at Buffalo OCLC project representatives with a forum to discuss obstacles we have encountered and successes we have made in our attempts to understand how to catalog the ever-fluid Internet. The group of sixteen participants from Western New York and Southern Ontario were presented with an informative display of the capabilities of the Internet using Netscape to attractively access an assortment of links of interest to catalogers. Joe Cox (Catalogue Librarian, Faculty of Information Studies Library, UT), Lynne Howarth (Assistant Professor, Faculty of Information Studies, UT), and Trina Richards (Cataloguing Librarian, Robertson Davies Library, Masey College, UT) hosted an impressive session that clearly illustrated the great scope of intellectual content on the information superhighway and reinforced our purpose that no one will know about the wealth of knowledge that is out there if its location and content are not readily accessible through a database. Facilitating the conference was the reliance upon an impressive home page to organize the day. They have graciously mounted it on their Web server and it can be reached through the URL:

<http://www.fis.utoronto.ca/cir/cathome.html>

In the morning hands-on session, participants were able to wander through the Internet for one hour to browse through the interesting sites the hosts had highlighted. This was followed in the afternoon by an interactive video conference with participants in Ottawa - which illustrated that some forms of technology are still in their infancy; but when video hook-ups run smoothly, there is great potential to use technology as a tool to supplement rather than supplant traditional methods of knowledge acquisition. The video conference allowed participants to ask poignant questions in regards to certain fields that

have been under scrutiny on InterCat (namely the 856 and 538). Cox and Howarth fielded questions and led discussions about major points of importance on a sample serial cataloging record that Joe Cox had provided. Cox and Howarth also stressed the importance of the AACR2R in guiding a cataloger in creating solid bibliographical records for fluid, intangible items.

Of course, there will be problems in maintaining a catalog of Internet resources since there is no guarantee that a link will stay stable, but catalogers can no longer work only with tangible items: the Internet is intangible yet its importance warrants a serious attempt by research libraries to provide its clients with complete records for major points of interest on Gopher and the Web.

Three members of our SUNY at Buffalo OCLC project group travelled to Toronto for the one day session: Chair, Sue Neumeister (Head of Bibliographical Control in Central Technical Services and a Library Information Provider for Wings - UB's Gopher and Web server), Ellen McGrath (Head of Cataloging at the UB Law Library) and myself, Diane Ward (UB Poetry and Romance Language Cataloger). Each brought a different perspective and vision as to how the project will enhance the role of the library in meeting the modern needs of the 21st century patron. I strongly recommend participating in such workshops in order to either get your feet wet in the Net or to hone and enhance your skills as a cataloger for the 21st century.

THE MUSIC OCLC USERS GROUP PRESENTS THE BEST OF MOUG, 5th EDITION

The 5th edition of *The Best of MOUG* is now available. It contains Library of Congress Name Authority File records, current to January 1994, for Bach, Beethoven, Brahms, Handel, Haydn, Mozart, Schubert, Schumann, Telemann and Vivaldi, with RV and F. indexes for Vivaldi's instrumental works. It also contains English cross references for Bartok, Dvorak, Glazunov, Glinka, Janacek, Mussorgsky, Prokofiev, Rimsky-Korsakov, Shostakovich, Smetana, Stravinsky and Tchaikovsky. This new edition has added Bach arranged by BWV number and Mozart arranged by K. number.

The Best of MOUG is an excellent tool for catalogers and public service librarians because it can be kept at a desk, card catalog or online terminal for quick access to uniform titles for the composers that are the most difficult to

search online. The authority control numbers are given so that the authority record can be verified.

The cost is \$10.00 (North America), \$15.00 (Overseas, U. S. funds).

All orders must be prepaid, with checks made out to the Music OCLC Users Group.

NAME:

ADDRESS:

Please make your check out to the Music OCLC Users Group for \$10.00 (\$15.00 Overseas).

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Phone: (512) 495-4191
FAX: (512) 495-4688
E-mail: LLJW@UTXDP.DP.UTEXAS.EDU

NEWS AND ANNOUNCEMENTS
Barbara Vaughan, Column Editor

OLAC Election Results

The OLAC Nominations Committee is pleased to announce the results of the spring election for the offices of Vice President/President Elect and Treasurer.

Richard Harwood is the new Vice President/President Elect. He is a nonbook original cataloger at the University of Tennessee, Knoxville in addition to being manager of the copy cataloging unit. Richard is the outgoing CAPC Chair.

Johanne LaGrange will continue to serve as OLAC treasurer for another two years. She provides full original cataloging in all formats at Columbia University Health Sciences Library.

Cataloging Internet Resources: A Manual and Practical Guide

OCLC announces the publication of "Cataloging Internet Resources: A Manual and Practical Guide" by Nancy B. Olson, editor.

Prepared in conjunction with the OCLC Internet Cataloging project, this manual provides "a convenient single source of information by combining a discussion of cataloging rules, appropriate MARC fields, and illustrative examples."

"Cataloging Internet Resources" is available from OCLC only in electronic form via anonymous ftp:

ftp://ftp.rsch.oclc.org/pub/internet_cataloging_project/Manual.txt

For more information, contact:

Erik Jul, Project Manager
<mailto:jul@oclc.org>

AVLINE Update

This message is excerpted from the March/April 1995 issue of the *NLM Technical Bulletin*.

In early 1995, NLM made three significant changes to its audiovisual cataloging policy to maximize use of decreasing staff resources and to make bibliographic records for audiovisuals and computer software available to users more rapidly.

- **Implementation of NLM Core Level Cataloging for Nonprint Materials**

Beginning in March 1995, the Cataloging Section implemented a newly defined "NLM Core" level of cataloging for nonprint materials. This "NLM Core" level is, in essence, an enhanced minimal level cataloging record that provides a core description, including notes specific to audiovisuals and computer software, but restricts the number of access points provided.

NLM plans to provide full level cataloging for all NLM productions and for archival films. Bibliographic records for all other nonprint materials, including computer software, are provided at the newly defined "NLM Core" level of cataloging. In rare instances, cataloging records created at the "NLM Core" level may be upgraded to full level for materials determined to be of historical significance.

"NLM Core" level cataloging follows national guidelines for core level descriptive cataloging standards developed by the National Cooperative Cataloging Council, and is in conformance with all format specific requirements for the first level of description of the Anglo-American Cataloging Rules, 2nd edition, 1988 revision (AACR2R).

Access to variant titles is provided when they are significantly different from the title on the chief source. All required format-specific notes are provided, as are producer-supplied abstracts, when readily available. Name access is limited to the first person or body named in the statement of responsibility, and the first person named in the credits or participants note. Name access points are in conformance with AACR2R and verified in NLM's internal name authority file. Headings are not contributed to the National Coordinated Cataloging Operations (NACO) program.

Subject analysis and classification are in conformance with NLM's policy for full level cataloging.

In USMARC audiovisual and computer software records distributed by NLM, these "NLM Core" level records are identified as encoding level "7" in leader byte 17.

- **Change in Form of Procurement Source Names**

Beginning in March 1995, NLM discontinued providing authority control for procurement source names cited in bibliographic records for audiovisuals and computer software. The source of acquisition is now supplied in the form found on the piece being cataloged, rather than, as previously, in a standard format based on the *Anglo-American Cataloguing Rules*, 2nd edition, 1988 revision (AACR2R).

This change is expected to have little effect on users of NLM records for nonprint materials, particularly since the procurement source field remains text word searchable in AVLINE. In USMARC tape products distributed by NLM, NLM bibliographic records for audiovisuals and computer software will continue to contain this type of procurement source information in USMARC field 037 (Source of Acquisition).

- **Change in NLM's Audiovisual Cataloging-in-Production (CIP) Program**

At the end of January 1995, NLM discontinued providing Cataloging-in-Production (CIP) data for audiovisual materials not produced by NLM. [Note: For audiovisual materials, CIP refers to Cataloging-in-Production, not Cataloging-in-Publication, because audiovisuals are considered to be produced, not published.]

The Cataloging Section continues to provide CIP data for all NLM productions as a means of announcing these forthcoming titles to the health sciences community. NLM has discontinued providing CIP data for products of other organizations, including those of the National Network of Libraries of Medicine.

Since 1977, NLM had provided CIP data for audiovisual materials at the request of participating producers of health sciences materials. This pre-production cataloging served to announce forthcoming productions to the health sciences community. In the fourteen years of the program to date, NLM prepared CIP data for just under 900 items, which amounts to approximately 3% of the total AVLINE database.

Submissions to the program have declined in recent years from over 100 items in 1989 to just 10 items in 1994. Discontinuing the provision of audiovisual CIP data for non-NLM productions is expected to have little impact on users of NLM bibliographic records.

Note: The NLM Cataloging-in-Production (CIP) program for audiovisuals is independent and unrelated to NLM's participation in the Library of Congress CIP program for print materials.

Prepared by

Alice Jacobs
Technical Services Division

BOOK REVIEWS

Vicki Toy-Smith, Column Editor

Notes for Music Catalogers: Examples Illustrating AACR2 in the Online Bibliographic Record

by Ralph Hartsock

Hartsock's book is the third volume in the Soldier Creek music series. It contains examples of notes used in cataloging music scores and sound recordings. The preface states that all notes are from "Library of Congress MARC records as found in *Music, Books on Music, and Sound Recordings* for the years of 1984-1989, with selected AACR2 entries from the 1981 to 1983 volumes. Also used were the *Music Catalog* fiche for late 1989 and 1990, and OCLC for late 1990 and 1991."

Notes for Music Catalogers is divided into two parts, treating scores and sound recordings separately. The book is organized following the same familiar pattern as the rule numbers in AACR2. Both parts provide a variety of examples, especially in areas such as medium of performance, statements of responsibility and contents notes. All examples are numbered, and a keyword index at the end of the volume gathers various examples for that topic.

Example categories are subdivided by headings and subheadings. The specific note being emphasized is in bold type and easily apparent. Before each heading, the AACR2 rule itself is stated and corresponding Library of Congress Rule Interpretations and Music Cataloging Decisions are included as appropriate. One especially helpful feature is that notes are given with correct punctuation and spacing.

Examples are not complete bibliographic records and in some instances it would be useful to have the complete bibliographic record. Usually, all the notes for a title are included and this gives additional helpful examples. The book focuses solely on providing examples, so little of Hartsock's personal advice and experience relative to making notes is offered. This book was published before the implementation of format integration so it does not include examples incorporating these changes.

Notes for Music Catalogers will prove useful to both the frequent and infrequent music cataloger who struggles with the best way to give useful information in a music bibliographic record. This book's extensive examples will meet the needs of most music catalogers.

Published in 1994 by: Soldier Creek Press, Lake Crystal, Minn. (xvii, 355 p.) ISBN 0-936996-63-3. \$50.00 pbk.

Reviewed by Margaret Kaus
University of North Florida

QUESTIONS AND ANSWERS

Verna Urbanski, Column Editor

The following questions and answers conclude those that were discussed during the Q&A session held as part of the OLAC/MOUG Conference in October 1994. The moderator was Laurel Jizba. Panelists included: Ann Sandberg-Fox, Nancy Olson, Sheila Intner, Jay Weitz, Ed Glazier, Glenn Patton.

QUESTION: At the map cataloging workshop we heard that the GMD for maps is going away. Is that true?

ANSWER: Yes, that is true. LC has never used the GMD for maps and in the past, OCLC has let members use the GMD for maps, at the member's discretion. Now, however, the latest edition of the *OCLC Bibliographic Formats and Standards* at section 2.1 (Original Cataloging and Copy Cataloging) lists the GMDs that LC uses. OCLC encourages member libraries to "follow LC practice." Therefore, only those GMDs listed are **mandatory** for level I and level K records. Note that the GMD "map" is not included in this LC list.---Cathy Gerhart, audience member.

[Remember also that using or not using the GMD really only matters to the rest of the world when your library is adding a record to the database. If your institution chooses to use (or continue to use) "map" as a GMD, just add it as a local option to the copy of the record you grab for yourself. ---VU]

QUESTION: Nancy mentioned in her workshop that "stereo" should not be put in the physical description for a computer file, but can be mentioned in a note instead. That is inconsistent with what we do for other material types. Will format integration relieve some of these inconsistencies?

ANSWER: One thing I have to remind myself of continually is that format integration deals with the tags, fields and indicators, the MARC structure of the records. The cataloging rules deal with the content of what is actually there. It is more a matter of making the cataloging rules more consistent than anything that can be handled by format integration itself. There is some preliminary discussion of what the next revision of the cataloging rules might be able to do along these lines. There is an interest in harmonizing description practice along these lines. ---GP

QUESTION: Under format integration will it make it easier to use the same record to catalog from even if you disagree with what the cataloger chose to be the primary medium? For example, we catalog many children's books that have sound cassettes. I have noticed that when the book is a paperback, the sound cassette is often cataloged as the primary material with the book as accompanying material. But, when the book is a hardcover book, LC nearly always catalogs the book as the primary item with the cassette as accompanying material.

ANSWER: This is currently considered an allowable duplicate situation on OCLC. It is my hope that we can reorient that policy so that we can have just one record that describes the primary format stuff and with use of the 006 and 008 for the other things will allow us to create one record that describes all the aspects of the material. I hope that we can get away from these "format wars"!

Also, don't try to read too much into the way LC has treated the material. It may just be another case of LC treating a material a certain way because of their local needs, not because of some important characteristic of the material itself. ---GP

QUESTION: In the contents field (505) of a musical sound recording with a long title that includes ellipses as part of the title, would you replace the ellipses with double hyphens as you do in the 245 title field? And, if so, would this be confusing since we use double hyphens to separate individual song titles from each other?

ANSWER: The double hyphens that separate titles also have spaces on either side, while the double hyphens that replace ellipses directly follow the last character. At least, that is how the rules read. ---JW

QUESTION: Our library is thinking about eliminating the 520 summary note. It takes a lot of time to create. Please talk about the benefits of including this note.

ANSWER: In using the interactive multimedia guidelines, we put heavy emphasis on using the 520 note due to the many complications of this material. You have to bring out the kind of interaction the users are going to see. You'll want to tell them if they can customize it to develop customized presentations. You will also have embedded media, 15,000 slides, a walk through a museum or wing of a museum, etc. You cannot see this sort of detail anywhere but in the 520. You may want to tell them about hypercard linkages. ---LJ

AV titles cannot be easily browsed, so it is vital that information about the contents of the item be provided. The summary does not have to be long, or even in complete sentences. The cataloger is transcribing information in much of the rest of the record, but in the summary you are really telling the user what the item is, what it does, what they need to know. In AV, the summary has always been one of the most important parts of the bibliographic record. ---NO

Look up my article on this. It was in *Cataloging and Classification Quarterly* in the late '80s. To me, the summary note is so important. When I teach nonprint cataloging, which I am doing this semester, the class views something, it may be a video or filmstrip, some item that requires projection or play back equipment every week, and the students have five minutes to write an objective summary that I then critique and edit one by one outside class. I prepare a response that takes about twenty minutes to run through in the next class. We discuss what should be in a summary, why it should be in it, what people said

in their summaries and where they differed. I give the students hints on how to write a good summary. We talk now about Internet resources. When you get into a catalog, you sometimes can't even tell if you have found the video you are looking for because it looks exactly like three other titles. The catalog is our selection tool. Summaries are a vital part of selection. Furthermore, many local systems keyword index the summary so that it becomes a rich subject source that can be searched. The summary can be an opportunity to put in keywords in a bibliographic record that cannot appear anywhere else in the record. ---SI

I think computer file catalogers are used to putting in summary notes. It may be the music people who are beginning to get interactive media who may not think summary notes are necessary, but are more willing to stop at putting in a 505 contents note. In cases like Beethoven's Symphony no. 9 the music is there, but it is imbedded in a lot of other information, such as the score, biographical descriptions, etc. So, that makes it quite different from a sound recording of Beethoven's 9th. ---LJ

QUESTION: What is the rule on putting square brackets around the GMD? I see it done both ways on OCLC.

ANSWER: For years OCLC said either supply brackets or not, whichever a library wanted. The card printing program was smart enough to add them in cases where they were not input in the permanent record. Even though this is a user friendly way to do it, it really was not in conformity with the USMARC format that requires the brackets around the GMD. So we recently said that everyone should now input brackets for the GMD. There is some discussion about going into the database and adding brackets to the records that do not have them, but there is no plan in place to do that at this time. ---GP

This concludes the summary of the Question and Answer session from the October OLAC/MOUG Conference.

QUESTION: We have a filmstrip with sound cassette entitled "Lutheran liturgy in slow motion" (OCLC #26039601) which we received permission to copy onto videotape. In the cataloging record for the video, I plan to include this note: "Originally released as a filmstrip with sound disc. Permission to copy granted by American Lutheran Publicity Bureau, Dec. 8, 1993." But I am unsure how to handle the description, particularly the videocassette. I did not find anything pertaining to this in AACR2R, LCRIs, or in the *OLAC Newsletter*.

ANSWER: This case is covered by the guidelines on "Locally Made Videorecordings" in OCLC's *Bibliographic Formats and Standards* (p.34-36). As noted on page 34, "locally reproduced videorecordings" includes "videotape copies of ... other audiovisual media made with permission of the producer or distributor." You can edit an existing record for the original filmstrip, though that has obvious misleading resource sharing implications. If there is not already a bib record on OCLC for a video version of the filmstrip, you can also input one. Use the title, statement of responsibility, and publication information (260) from the original and the physical description from the copy that was made. ---Jay Weitz

[Also notice that Section 3.7 on locally made videos is followed in the new edition of the Bib Standards by a new section 3.8 on handling interactive multimedia in OCLC. ---VU]

QUESTION: I have gotten a little confused on the handling of maps in pockets. AACR2R 1.5E1 allows maps to be described as accompanying material. The definition of accompanying material is: "material issued with, and intended to be used with, the item being cataloged." I have also been looking at AACR2R rule 2.5C6 that states: "Describe illustrative matter issued in a pocket inside the cover in the physical description. Specify the number of such items and their location in a note." Which rule applies to maps in a pocket? Or, can both be used? In other words, is it:

- 1) \$b ill., maps ; \$c 25 cm. + \$e 3 folded col. maps in pocket. OR
- 2) \$b ill., maps ; \$c 25 cm. + \$e col. maps. OR
- 3) \$b ill., col. maps ; \$c 25 cm
500 Three folded color maps in pocket.

ANSWER: I think 2.5C6 is for cases where the accompanying maps are illustrative of the text, but are just too large to be bound in with the text-- as opposed to 1.5E1d and 2.5E2 that are for accompanying material that may even have its own different title or an otherwise independent life, but are of "interest" to readers of the text nonetheless. In practice, I nearly always treat maps in pockets as accompanying material using a \$e in the physical description and a note. When using \$e, I would not list "maps" in \$b unless the book included maps as part of the text. ---VU