



**PrairieCat Technical Services Committee  
AGENDA  
June 11th, 2020**

The PC Technical Services Committee will meet Thursday, June 11th 2020, 9:30 AM - 11:00 AM via Zoom.

Register in advance for this meeting:

<https://raillibraries.zoom.us/meeting/register/v5YocOmorz4scv4fbR-51rq17r5Bf2Gwxg>

After registering, you will receive a confirmation email containing information about joining the meeting.

*Committee charge: This 11 member elected standing group discusses technical services topics. It is empowered to make decisions on procedure and some policy decisions, and to make recommendations to Administrative Council for higher level policy decisions.*

*It also reviews technical services procedures and works together to resolve technical services issues.*

- I. Welcome
- II. Roll call for attendance
- III. Review agenda for additions/corrections
- IV. Approval of minutes from February 13, 2020
- V. Pending Projects/Updates:
  - a. TSUG contact list updated
- VI. Barcode Test / Item Entry Class Update
- VII. Innovative ticket updates
- VIII. Training
- IX. Elections
- X. Upgrades
  - a. Production server
  - b. Test server
  - c. Decision Center

- XI. BYPT 'Bring Your Problems Time
- XII. Other
- XIII. **Next meeting is Thursday, August 13, 2020 via Zoom 9:30 a.m. – 11:00 a.m.**  
**MARC/MARC-trainee Catalogers meeting to follow Technical Services  
Committee meeting.**



**PrairieCat Technical Services Committee  
DRAFT Minutes  
February 13, 2020**

**MEMBERS PRESENT: Bonny (PC), Brozovich (RP), Chapman (RL), DeBord (YK), Fine (PR), Landis (PC), Shippy (MX), Slanicky (PC), Totton Schwarz (WO), West (RD), Zanelli (PC).**

**MEMBERS ABSENT: Conderman (MS), McSweeney (HD), Sangston (MA), Tedder (PC).**

**GUESTS PRESENT: Clark (PE), Fane (LP), Genis (MP), Groth (EM), Hickey (SY), James (RU), Kessler (CC), Kozinski (DK), Lemke (DK), Mladic (RU), Schulze (DK), Tepen (UT).**

**I. Welcome** – Fine (PR) welcomed everyone.

**II. Roll call for attendance**

**III. Review agenda for additions/corrections –**

**Additions to agenda:**

- Elections
- pirated items
- production Sierra Desktop App (SDA) 5.0 upgrade
- training

**IV. Approval of minutes from: October 10<sup>th</sup>, 2019**

Mladic (RU) moved and Brozovich (RP) seconded to approve the minutes from the October 10, 2019 meeting with corrections. Motion passed.

**V. Pending Projects / Updates:**

- a. TSUG contact list updated – Tedder (PrairieCat) has completed updating the list of everyone working in technical services at each member library with their name, phone number, and email in case we need to contact someone. If you have not given her this information, please do so now.

**VI. Barcode Test / Item Entry Class Update –**

- a. **Complete a series of short classes in Talent LMS** – PrairieCat staff (Augsburger, Bonny, Coulter, Landis, Slanicky, Tedder, and Zanelli) met in early January to discuss the barcode test and item entry classes. The Admin Council has been discussing the barcode test and some people would like to see changes. Before that, PrairieCat staff had been working on training videos available on YouTube. Augsburger (PrairieCat) will be adding classes to Talent LMS. Tedder (PrairieCat) has been very busy working on recording training classes. Part of the PrairieCat strategic planning is to have more training. Classes are now available to take on Talent LMS, which will allow more time during the in person item entry class for hands on practice. Item entry classes have been stopped until April. Classes will be taken in a specific order in Talent LMS. There will be a period of testing for people to add their items and their work will be reviewed before they become certified. The exam at the different service centers has been eliminated. April 1, the new in person class will begin. Having the classes available on line will help people who work on weekends or evenings when trainers weren't available.
- b. **Take Sierra Item Entry Workshop** – Members will be given a login at the completion of the Item Entry course.
- c. **Complete two 3-month review period** - Augsburger (PrairieCat) will follow up after initial 3 months.
- d. **Once reviewed, a member will receive a certificate and be Item Entry Certified** – Contact Augsburger (PrairieCat) with any questions about training or getting a login for data entry.

## VII. Volume Records

- a. **Titles in Volume Records** – Pages 21 and 22 in the TSUG manual. It is recommended to add unique titles to the volume statement. If a disc has several titles, don't add each title to the volume record. Titles should always be in upper case and as printed.
- b. **MISC Volume Records** – Some items are linked to a MISC volume. When it was created, it didn't specify which volume it was, so the item was assigned to a MISC volume. Any items attached to MISC need to be verified and moved to the correct volume. Will discuss changes to the manual at the next meeting. Slanicky (PrairieCat) is sending a MISC volume report monthly for people to fix.

## VIII. Innovative Ticket Updates

- a. **Ticket 730473** – The 240 tag is not always searchable - Encore and Sierra have been re-indexed and the 240 tag is now searchable.
- b. **Ticket 793483** – Create new variable length field on Training server - This has been tabled until the next meeting.
- c. **Ticket 800065** – Graphical Browse Display options – See information in the minutes from the last meeting. The graphical browse display is not

customizable at this time. A request for this enhancement has been posted at idealab.iii.com.

- d. **Ticket 808122** – The 949 overlay command is not being recognized for newer 2-character material type codes. The two-character material types were not loading correctly. The load table has been updated to include the new material type codes and is working correctly now.
- e. **Ticket 823809 & 824214** – (SDA and Encore) Searching for a specific foreign language brings up more than expected – the language is based on the Language fixed field and the 041 tag in the bibliographic record. When narrowing down by a particular language, the results include records with subtitles and translations of that language. Settings are hardcoded but we are investigating options. 1-22-2020 update from Innovative: *According to our internal documentation, the configuration you have for the limit is performed on both a fixed-length field AND a variable-length field. There does not appear to be a way to isolate the search to just the Language Fixed field. The search for the limit is hardcoded. Sierra matches against all 041 subfields, not just the ones listed in 041. In WebPAC (and the SDA) Sierra looks at the entire 041 field and not just subfield "a". both the SDA and the WebPAC use the same configuration for limiting.* Tedder (PrairieCat) has reopened both tickets as we are still seeing an inconsistency in search results. Totton Schwarz (WO) will email Slanicky (PrairieCat) with more information.
- f. **Ticket 826692 – Shadow individual volume records** – Would like to shadow/hide in OPAC the “MISC” volume records. From III: *“at this time, volume records are not a record type that can be suppressed from public display”*. Slanicky (PrairieCat) will run a monthly report to identify items linked to the MISC volumes.
- g. **Ticket 829711 GMD not displaying consistently in brief list** – From III: *“it looks like the issue is with the differences between keyword vs. title indexing of 245. For title searches, you are indexing 245 \$h. But for keyword searches, you are not indexing \$h.”* When searching the same search terms by title and keyword, the results are the same, but the GMD statements sometimes does not display. For example, a keyword search on “lovely bones” displays some GMD’s. The GMD is in the bibliographic record but is not showing up in the search results display.

## IX. BYPT “Bring Your Problems Time”

- a. **Children’s Core Collection** – This was formerly known as Children’s Catalog. It is hard to determine which volume to use. Volumes sometimes have dates vs. editions. The name changed in 2008. Published by Wilson. Totton Schwarz (WO) will email the group to check their items.
- b. **Binge boxes** – Sets of DVDs on a particular theme. Totton Schwarz (WO) makes her own. Exmples: 80’s teen movies and weddings. Use

keyword search “binge weddings” to find an example record. Searchable by titles of movies and the title the creator gives them. Sycamore has a generic record for DVDs in a box. They are very popular. Keyword search using “binge” also brings them up.

- c. **Generic records for fiction** – These are legacy records that PrairieCat staff are addressing the owning libraries to remove them. They are not part of the official generic record listing.

## X. Other

- a. **Elections** – Shippy (MX) volunteered to be vice chair at the last in person meeting. Fine (PR) has been chair for a number of years and would like to step down for awhile. Shippy (MX) will become chair on July 1, 2020. Bonny (PrairieCat) asked for volunteers for vice chair. Send Bonny an email (PrairieCat) if you are interested in volunteering ([magda.bonny@prairiecat.info](mailto:magda.bonny@prairiecat.info)).
- b. **Pirated Items** – RSA (Resource Sharing Alliance, another LLSAP in RAILS similar to PrairieCat) has a statement in their TSUG manual that they do not permit them in the database and we need to have a policy that we do not catalog or circulate items that are pirated.
- c. **5.0 Sierra Upgrade** – Will occur next Tuesday night into Wednesday (Feb. 18-19) on the Production server. Hettinger (PrairieCat) has sent out one or two reminders that we are doing the upgrade for Production, then the following Monday on the 24<sup>th</sup> the Training server will be updated to version 5.1. Landis (PrairieCat) will be sending out a document that explains the changes with 5.0. There may be changes with how the facets are displayed. If you work with Create Lists and if you are working with an existing list, when you click on it, you will see some options pop up that will allow you to run or edit the existing list. The other change is the ability to email date due slips to your patron, but only if your library uses customized templates. The document will have instructions and examples if that is something that your library wants to pursue.

## XI. Review the TSUG Manual

- a. **Paperback and Hardback ISBNs** - Someone is stripping out the hardback ISBNs when both the paperback and hardcover ISBNs are in the original record and both are matching. This is covered on page 8 in the TSUG manual. Brozovich (RP) mentioned that if someone is looking for a Wonderbook, having the ISBN for the book confuses the patron. Zanelli (PrairieCat) removes the book ISBN in MARC Report before loading Wonderbook records into Sierra. Some publishers are releasing both paperback and hardcover at the same time and both ISBNs are in the OCLC record and on the verso of the item. The paperback ISBN rule will be moved to a separate Roman numeral point iii. “Paperback and hardback ISBNs can stay on the same record if all other matching criteria are met.

Add subfield |q (qualifiers) to the ISBNs as appropriate. i.e.  
0123456789102 |q(paperback) ; 012345678910X |q(hardcover)".

**Next meeting is Thursday, April 9<sup>th</sup>, 2020 via Zoom 9:30 am – 11:00 am.  
MARC/MARC Trainee Catalogers meeting to follow Technical Services  
Committee meeting.**