Minutes of the SHARE Bibliographic and Cataloging Standards Committee meeting
Friday, July 15, 2016, 10 AM
By vtel at Decatur Public Library, IHLS-Champaign, IHLS-DuQuoin, IHLS-Edwardsville,
or by conference call at (800) 444-2801, conference code 5714087

Attendees (includes committee members and observers): *Vince Andrzejewski, IHLS-Edwardsville; Joan Bauer, IHLS-Champaign; Nick Bennyhoff, IHLS-Edwardsville; Gwen Bumpers, Edwardsville PL; Chris Dawdy, IHLS-Edwardsville; Edie Elliott, IHLS-Edwardsville; Dianne Garrett, Tolono PLD; Steve Johnson, IHLS-DuQuoin; Breana McCracken, Tolono PLD; Jacob Pahde, Rochester PL; Liz Perkins, IHLS-Champaign; Bobbi Perryman, Vespasian Warner PLD; Carol Robinett, Decatur PL; Cheri Schuler-Faust, IHLS-Edwardsville; Shelley Stone, IHLS-DuQuoin; Sandy West, Rend Lake College*

I.Call meeting to order
Chair Bobbi Perryman called the meeting to order at 10:09 AM.

II.Approve minutes of May 20, 2016 meeting
A motion was made by Sandy West, seconded by Dianne Garrett, to approve the minutes of the May 20, 2016, meeting. The motion carried by voice vote.

III.LLSAP update
The Dream Grant ended on June 30, 2016. Some libraries are still in the process of barcoding their collections, but several have gone live in the last week.

We apologize for the issues that resulted from the recent server upgrade. Most have been resolved, but please notify SHARE staff if you are still experiencing problems.

IV.Old business
A.Review draft revision to cataloging standard on advance reading copies
The group reviewed the draft revision. It was decided to add language on illegal copies. When the changes have been made, the revised standard can be added to

the standards and best practices document. As a revision to an approved standard, vote by the membership is not required.

B. Review draft revision to cataloging standard on RDA and hybrid records
The group reviewed the draft revision and recommended changes. The revised draft will be brought back to the next meeting.

C. Review draft revision to cataloging standard on records with accompanying material
The group reviewed the draft revision. The revised standard can be added to the standards and best practices document. As a revision to an approved standard, vote by the membership is not required.

V. New business
A. Request for input from eResource Committee
Scott Drone-Silvers, chair of the SHARE eResources Committee, addressed the group. The eResource Committee is looking for input on what the committee needs to consider from a cataloging standpoint as they formulate policy on making eResources available through the Polaris catalog.

Joan Bauer stated that Lauren Erwin is the representative on the eResource Committee from the Bibliographic and Cataloging Standards Committee. Joan will work with Lauren to bring issues for consideration to the next meeting.

B. Use of Spanish subject headings from a thesaurus other than bidex
The committee discussed a question that was received from a member library about retention of Spanish language subject headings from a thesaurus other than bidex. It was decided those subject headings may be retained in the catalog. A response will be sent to the requesting library.

C. Retention/deletion of the last item on a bibliographic record
The committee discussed a question that was received from a member library about whether a library is required to retain items in cases where they are the last owning library. This had been the practice in one of the legacy systems, but there is no similar policy in SHARE.

It was decided that a standard is not required, but an item will be included in the SHARE Newsletter to publicize that the last owning library is not required to keep the item.

D.Use of Young adult fiction as a local subdivision

The committee discussed a suggestion to establish Young adult fiction as a local subdivision for works where the reading level is above juvenile but is not adult level. It was decided not to take any action at this time, and see if Young adult fiction is established as a genre term by the Library of Congress.

E.Creation of local bibliographic records for short-term rental items

The committee discussed a question from a member library asking if a brief local bibliographic record may be created in the Polaris in cases of short-term rental items. It was decided to add wording to the current standard on creation of local bibliographic records. A draft revision will be brought to the next meeting.

F.Display of call number field from the bibliographic record

The committee discussed a question from a member library on the rationale behind the ranking of call number fields in the bibliographic record that display in the results list on the staff side. Call number field from the bibliographic record do not display in the PAC except in the Librarian's View.

In the initial setup of Polaris, call number fields were ranked in order of display: 099, 092, and 082. MARC tag 099 is used to include the call number ON ORDER for order records to make it easily noticeable.

It was decided to maintain the current ranking of display of call number fields. A response will be sent to the library that asked the question.

G.Clarification of cataloging standard on retention of ISBNs

The committee discussed the current standard on retention of ISBNs in bibliographic records in Polaris. It was decided to revise the standard to provide clarification on the retention of the ISBN for the paperback in the record for the hardback, and vice versa.

A draft revision will be brought to the next meeting.

H.Library edition and regular edition of audiobooks on the same record
A draft best practice will be brought to the next meeting on attaching library editions and regular editions of audiobooks to the same record if everything matches.

I.Level I vs. Level 8 records for the same title
The committee discussed if a standard is needed on whether to prefer a record with encoding level 8 when it is more complete than a record with encoding level I.

It was decided that a standard is not required, and we will stay with current SHARE practice of preferring the most complete matching record, regardless of encoding level or number of holdings.

J.Retention of MARC tag 776 for online version in monograph records
The committee discussed a question from a member library on whether MARC tag 776 (Additional physical form entry) should be retained in bibliographic records. This field only displays in the PAC in the Librarian's view.

It was decided to retain this field in the records.

VI.Public comment--None

VII.Adjourn
A motion to adjourn was made by Sandy West, seconded by Jacob Pahde. The motion passed by voice vote and the meeting adjourned at 12:02 PM.

The next meeting is Friday, September 16, 2016.