

PCC OPERATIONS MEETING
May 5-6, 2011

AGENDA TOPIC ABSTRACT FORM

SUBJECT: Working with bibliographic records created under different rules

PRESENTER: Shana McDanold

OBJECTIVE OF PRESENTATION: (check all appropriate boxes)

- Disseminate Information
- Scoping – Getting input/information
- Obtaining Consensus – Problem statement, objective, alternatives, and proposed recommendation outlined in abstract.

TIME ALLOCATED: 30 minutes

ABSTRACT OF PRESENTATION:

Proposed: Editing/updating any record created under any set of rules would be acceptable, with an agreed upon set of guidelines such as:

- if the information is correct, leave it alone (i.e. don't spend time on it unless the description itself is wrong)
- do not go into a record just to edit punctuation, abbreviations, etc. unless you are updating/correcting the description
- don't edit or change transcribed fields/information/data
- if a heading in the record matches an existing heading in the National Authority File, do not change or edit it

Why?

- saves time on training
- simplifies updating and maintenance

Proposed: Add new elements/codes to records cataloged under previous rules/standards or convert text/data/fields to new vocabularies/fields to allow legacy records to move forward and be used in the same manner as new records.

Why?

- converting non-transcribed text and fields to new practices allow for automated maintenance and fuller use of new discovery tools

Discussion questions (based on proposals above):

- Is it acceptable to edit any record using any set of rules if guidelines were in place?
- Is there value in standardizing some descriptive text/data (such as ill. or illus. to illustrations) and fields across records created under differing standards?
- Is there value in adding additional descriptive text/data/fields to existing records (such as adding 3xx fields)?

PARTICIPANT PREPARATION AND INVOLVEMENT: Consider the abstract above to prepare for the discussion.

DESIRED OUTCOME:

- Develop a common understanding of a mixed record environment, including a list of concerns/questions to be addressed regarding working in a mixed record environment.
- Discuss strategies for working with records created under different rules.
- Gather feedback regarding converting legacy non-transcribed text/data and fields to new formats/fields/standards.

FOLLOW-UP TASKS:

Create documentation of agreed upon strategies and guidelines for working with records created under different rules.

Develop a timeline for converting and/or adding elements/data/fields to records.

BACKGROUND DOCUMENT(S): N/A