

Welcome!

RSA Database Committee Meeting

Thursday, September 21, 2023

We will begin at 1:00 pm.

All attendees are muted, but you should hear music while you wait.

Please type in the text chat if you need technical assistance.

Let's introduce ourselves!

Please type in the chat:

- Your name
- Your library



Image credit: <https://clipart-library.com/clipart/scarecrow-clipart-64.htm>

Special Welcome

Antony Deter,
RSA NFP Operations Manager
antony.deter@railslibraries.org
1-866-940-4083

Poll #1

Fall trivia!

Who was the first group of people in history to use scarecrows?



Image credit: <http://clipart-library.com/clipart/106635.htm>

The Egyptians!



Image credit: <https://www.egypttoday.com/Article/4/111343/How-did-the-ancient-Egyptians-celebrate-the-New-Year>

Meeting “Housekeeping”

- Make sure your microphone is muted. You were automatically muted when you joined the meeting.
- Video is encouraged but optional.
- Enter questions in the chat window.
- If you prefer to ask your question verbally, unmute and ask to chime in.
- To turn on closed captioning, click the Live Transcript button on the Zoom toolbar and click “Show Subtitle.” This option may also be in the “More” menu on the Zoom toolbar.
- This meeting will be recorded, notes will be taken, and these slides will be available. Watch the RSA listserv for an announcement.

Cataloging Maintenance Center (CMC) Update

Dr. Pamela Thomas, Bibliographic Grant Manager
217.318.5364

pthomas@illinoisheartland.org

Overview:

<https://www.illinoisheartland.org/services/cmc>

Upcoming Events:

<https://shorturl.at/gpxH9>

RAILS Cataloging Services Update

Nincy George, Cataloging Services Manager
630.734.5128

nincy.george@railslibraries.org

Cataloging Training:

<https://railslibraries.org/catalogs/training>

World Language Cataloging Services:

<https://railslibraries.org/catalogs/cataloging-services>

RSA Independence Project Update

Kendal Orrison,
RSA NFP Executive Director
kendal.orrison@railslibraries.org
1-866-940-4083

Visit the RSA independence project page: <https://support.librariesofrsa.org/independence-project/>

Make sure you are subscribed to the RSA listserv to receive updates about this important project:
https://bit.ly/RSA_Listserv

Five regional events “RSA Independence Updates, Discussion and More” are scheduled for mid-November, hosted in-person at libraries throughout the RSA service area. Check the [L2 calendar](#) and watch for more information on the RSA listserv.

Future of the RSA Database Committee

- Starting July 1, 2024, RSA will be independent from RAILS, have new Bylaws, and will be reorganized as an Illinois Intergovernmental Instrumentality (III).
- The RSA Board of Directors and all Board sub-committees will be subject to the Open Meetings Act (OMA).
- The Database Committee will not be a governing group to avoid being subject to the OMA requirement of 74 in-person participating libraries to reach a quorum. The quorum is necessary because it allows the meeting to be held.
- The final meeting of the RSA Database Committee will be Friday, May 17, 2024, from 9:30 am to 12:00 pm in Zoom. Registration information will be posted in L2 and announced on the RSA listserv in the coming weeks.

Future of the RSA Database Committee

- A new group, the RSA Technical Services Membership Group, will be formed starting July 1, 2024.
- The Technical Services Membership Group will be led by the RSA membership with an RSA staff liaison.
- The RSA staff liaison will serve as the primary information sharing channel between the Membership Group, the RSA Board of Directors, and RSA Management. The liaison will share recommendations and relevant discussion from the Membership Group with RSA Management.
- The Technical Services Membership Group will meet on Zoom or in-person at a frequency determined by the group.

Future of the RSA Database Committee

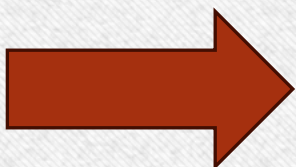
- RSA will also set up an email list for each Membership Group, including the Technical Services Group. The email list will allow the group to discuss relevant issues, suggest meeting topics, and ask questions.
- RSA Membership Updates, focused on cataloging topics, will periodically be held on Zoom once RSA transitions to a III. These Updates will involve RSA staff sharing cataloging-related information, much like the current Database Committee meetings.

Watch the RSA listserv for announcements when Membership Updates are scheduled.

Revised Brief Record Guide

- During the May 19th Database meeting, RSA mentioned typing “leave as brief” into the 592 field if you want an item (e.g., a puzzle) to stay cataloged on the brief record.
- The Guide How to Create a Brief Record was recently revised and is available [here](#).
- From page 3:

Cataloger Email (592): Backspace the auto-generated ****Required Field**** text. Type your preferred email address in this field. No need to enter the email address in ALL CAPS. When RSA is ready to contact you for the item to be cataloged on an OCLC record, we will know the best way to contact you based on what you enter in the 592 field.



If the item (e.g., puzzle, equipment, or toy) cataloged on the brief record should stay cataloged on that record and not be upgraded to an OCLC record, backspace the auto-generated ****Required Field**** text in the 592 field. Type “leave as brief” into the 592 field (but without quotation marks). “Leave as brief” will tell RSA to leave the item as-is on the brief record and not place a copy-level hold to upgrade it to an OCLC record.

Revised Brief Record Guide

What happens if you did not know about “leave as brief” for the 592 field, or you forgot and entered your email address?

No problem!

When RSA reaches out to the email address provided in the 592 field to let you know that a copy-level hold is being placed on the item to upgrade it to an OCLC record, you can reply to that email, asking RSA to leave the item as-is on the brief record.

At that point, RSA will delete the 592 field, so we do not contact you again about the item.

Poll #2

Have you entered
“leave as brief” in
the 592 field on a
brief record?



Image credit: <http://clipart-library.com/clipart/106635.htm>

Uptick in Items Cataloged on Wrong Records

- Remember to carefully compare your item to the record to ensure it matches (i.e., author, title, edition, publication information, pagination or runtime).
- If you are unsure if the record matches your item, or you cannot find a matching record in WorkFlows or OCLC (if your library uses Connexion or Record Manager), please create a brief record.
- Report any items on wrong records to RSA following the instructions in the [Procedures for Reporting Cataloging Issues to RSA](#) (see pages 4 & 5).

Uptick in Items Cataloged on Wrong Records

- Examples of items cataloged on wrong records (**but not an exhaustive list!**):
 - Regular print book cataloged on a large print record (or vice versa)
 - Regular print book cataloged on an online resource record
 - Regular print book cataloged on a Wonderbook or Vox record
 - DVD cataloged on a Blu-ray record (or vice versa)

- Please share this information with circulation staff because they may see items on wrong records arrive in delivery to fill holds.

- RSA appreciates your help keeping the database clean, resulting in a positive user experience. 😊

Upcoming Basic WorkFlows Cataloging Workshops

October 24, 25, 26 (Tuesday, Wednesday, Thursday) 9:30 am - 12:00 pm
Registration available [here](#) and closes October 9 at noon.

November 14, 15, 16 (Tuesday, Wednesday, Thursday) 1:30 - 4:00 pm
Registration available [here](#) and closes October 31 at noon.

December 12, 13, 14 (Tuesday, Wednesday, Thursday) 9:30 am - 12:00 pm
Registration available [here](#) and closes November 28 at noon.

Basic WorkFlows Cataloging Workshops are also listed on the [Cataloging At-A-Glance cheat sheet](#) or check the [L2 calendar](#).

Additional Basic WorkFlows Cataloging Workshops will be scheduled in 2024, posted on L2, and announced on the RSA listserv.

Home Locations

created since the May 19, 2023 Database Committee Meeting

| <u>Home Location Code</u> | <u>RSAcat Description</u> |
|---------------------------|--|
| BKTALK-VOX | Books That Talk - Vox |
| BKTALK-WON | Books That Talk - Wonderbook |
| DISP-1A | On Display in Aisle 1A |
| DISP-2H2H | On Display in Too Hot to Hold |
| EDUSTATION | Education Station |
| FREN-COLL | French Collection |
| GRAPHIC-48 | Graphic Novels Fourth through Eighth Grades |
| GRAPHIC-HS | Graphic Novels High School |
| GRAPHIC-K3 | Graphic Novels Kindergarten through Third Grades |
| HOBBYCOLL | Hobby Collection |
| IREALITY | Immersive Reality Collection |
| J-FRENCH | Juvenile French Book |
| LOCALINDIE | Local Indie Collection |
| MAG-BOUND | Bound Magazine |
| PASS-REC | Pass for Recreational / Cultural Attractions |

Want to use any of these codes for your collection? Please email help@rsanfp.org.

The complete list of home location codes is available [here](#).

Item Types

created since the May 19, 2023 Database Committee Meeting

| <u>Item Type Code</u> | <u>RSAcat Description</u> |
|-----------------------|---|
| MP3-AUDIO | Pre-Loaded Audiobook (existing code but description edited) |
| KIT-SPEC | Kit Special |

MP3-AUDIO was edited to use for a new kind of pre-loaded audiobook, called the GoReader, to avoid using the PLAYAWAY item type.

Want to use these codes for your collection? Please email help@rsanfp.org.

The complete list of item type codes is available [here](#).

**None of these codes
created since the
May 19, 2023
Database Committee Meeting:**

Item Category 1

Item Category 2

Item Category 3

Item Category 4s

created since the May 19, 2023 Database Committee Meeting

| <u>Item Category 4 Code</u> | <u>RSAcat Description</u> |
|-----------------------------|------------------------------|
| DEI | Diversity, Equity, Inclusion |
| DOCUSERIES | Docuseries |
| LARGEPRINT | Large Print |
| MYTH-FIC | Mythology Fiction |

Want to use these codes for your collection? Please email help@rsanfp.org.

The complete list of item cat 4 codes is available [here](#).

Item Category 5s

created since the May 19, 2023 Database Committee Meeting

| <u>Item Category 5 Code</u> | <u>RSACat Description</u> |
|-----------------------------|------------------------------|
| DEI | Diversity, Equity, Inclusion |
| AGES3-5 | Ages 3-5 |
| AGES5-10 | Ages 5-10 |

Want to use these codes for your collection? Please email help@rsanfp.org.

The complete list of item cat 5 codes is available [here](#).

RSA Progress Upgrading Brief Records to OCLC Records

- 1,326 = Number of brief records upgraded since the May 19, 2023 Database Committee meeting
- RSA continues to work through a system-wide report of brief records with email addresses in their 592 fields, upgrading them to OCLC records. RSA works through the report oldest to newest based on the brief record creation date.
- RSA is currently upgrading brief records entered in September & October 2022.

RSA Progress Upgrading Brief Records to OCLC Records

- On September 1, 2023, RSA holds resumed for school brief items in need of upgrade.
- Thank you to those libraries that have filled RSA's holds and sent brief items in delivery, so they can be upgraded to full OCLC records! Your help improving the database and the user experience is appreciated. 😊
- Remember to reply to RSA's email if you will not send the item. We will cancel the hold and delete the 592 field, so we do not contact you again about the item.

Poll #3

Since the last Database meeting on May 19th, has RSA contacted you to upgrade a brief record?



Image credit: <http://clipart-library.com/clipart/106635.htm>

2023 Annual Cataloging Theme: Backlog and Brief Records

- The theme was announced during the RSA Users Group meeting on February 9, 2023.
- Includes five parts:
 1. No later than June 1, 2023, RSA will complete its portion of the cataloging request backlog. **Done. RSA finished its backlog this past March.**
 2. No later than June 1, 2023, establish a procedure for RSA cataloging staff to follow when they reach out to libraries to ask them to send their brief items for OCLC cataloging. **Done. RSA created this procedure this past March.**
 3. No later than June 1, 2023, establish a procedure for RSA member libraries to follow when RSA asks them to send their brief items for OCLC cataloging. **Done. RSA created this procedure this past March.**
 4. By July 1, 2023, RSA cataloging staff will begin to reach out to libraries to ask them to send their brief items for OCLC cataloging. RSA's target is upgrading at least 150 brief items per month. **Ongoing. RSA has been exceeding this target.**
 5. Work with the Cataloging Maintenance Center (CMC) to begin their portion of the cataloging request backlog no later than September 1, 2023. **See the next slide for more details.**

Remaining Cataloging Request Backlog

- A top RSA priority for the remainder of 2023 is getting the CMC started on the backlog of cataloging requests for encoding level 8 and M records.
- Number of open level 8 and M cataloging requests = 4,678
- Age of the oldest open level 8 cataloging request = 09/17/2018
- Age of the oldest open level M cataloging request = 04/26/2017

Remaining Cataloging Request Backlog

- The CMC will participate in RSA backlog training on October 5, 2023.
- Please watch the RSA listserv for an announcement soon after that, letting you know that the CMC has started to work on the backlog.
- If your library has cataloging requests in this backlog, you will hear from the CMC staff as they process the requests.
- You may be asked to send your item to the CMC if the scans originally submitted with the cataloging request have been lost, are unreadable, or are incomplete.

Thank you in advance for your cooperation so the level 8 and M records can be upgraded to full bibliographic description, making the items easier for users to find and understand what they are about. 😊

Audio vs. Book Format Records for Wonderbooks & Vox

- Thank you to Jennifer Jacobsen-Wood at Peoria PL for asking!
- Prefer audio (officially called “non-musical sound recording”) records for Wonderbooks & Vox, which is documented in the [Guide for Audio-Enabled Books](#) (see page 2).
- Rationale:
 - From the AUTO-CAT cataloging listserv:

“For Vox and Wonderbooks, the primary, or what makes them unique, is the audio. Without the audio they are just another monographic text. Thus, they should be cataloged as non-musical sound recordings with accompanying text.”
 - The item type RSA recommends using for Wonderbooks & Vox is AUDIOBOOK. Its RSAcat description is “All In One Audiobook (Read and Listen).” This item type is mapped to the AUDIOBOOK item cat 3, powering the audiobook general format search in the RSAcat.

Audio vs. Book Format Records for Wonderbooks & Vox

To identify a non-musical sound recording record, look for the “i” fixed field value at the top of the record:

In WorkFlows:

| | | | | | | |
|--|---------------|---------------|------------------|------------|--------|-------------|
| Very good hats / Straub, Emma, author. | | | | | | |
| Control | Bibliographic | MARC Holdings | Call Number/Item | Bound-with | Orders | Serials Ctr |
| Shadow title: N | | | | | | |
| Rec_Status | c | Rec_Type | i | Bib_Lvl | | |
| Enc_Lvl | l | Desc | l | Entrd | | |
| Date1 | 2023 | Date2 | | Ctry | | |
| Format | n | Parts | n | Audience | | |
| Accomp | | Ltxt | f | Arrang | | |
| Mod_Rec | | Source | d | | | |
| .. Label | | Tag | Ind. | Contents | | |

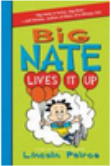

In OCLC:

| | | | |
|----------------------|------------|-----------------------|-------|
| OCLC | 1389536150 | No hol | |
| Sound Recordings | | | |
| Type | i | ELvl | l |
| BLvl | m | Form | q |
| | | Part | n |
| Desc | i | FMus | n |
| 006 | | aa j | 000 1 |
| 007 | | s ‡b z ‡d z ‡e u ‡f r | |

Audio vs. Book Format Records for Wonderbooks & Vox


- While RSA prefers records coded with the type “i” for non-musical sound recording, using a record coded with the type “a” for book is perfectly ok.
- For some Wonderbooks and Vox, there may only be a book record available. If that is the case, go ahead and use that record if it matches your item.
- Either record type works because the records display similarly in the RSAcat. The format icon in the RSAcat is based on the item type code, not the record type.

Non-musical sound recording record:

2.
  **Big Nate lives it up**
 Author Peirce, Lincoln author illustrator
 Call Number: J WB PEI
 Publication Date 2019
 Summary: "As his school's centennial is coming up, Big Nate is stuck showing the dorky new kid around."
 Format  Audiobook

OCLC #1110705825

Book record:

2.
  **Big Nate lives it up**
 Author Peirce, Lincoln author illustrator
 Added Author Berman, Fred
 Call Number: WONDER PEIRCE, LINCOLN
 Publication Date 2019
 Summary: "As his school's centennial is coming up, Big Nate is stuck showing the dorky new kid around"--
 Format  Audiobook

OCLC #1110453776

Audio vs. Book Format Records for Wonderbooks & Vox

- If you notice duplicate records in WorkFlows for a Wonderbook or Vox -- i.e., one record coded as “a” for book and another record coded as “i” for non-musical sound recording -- please report them to the RSA Help Desk. RSA will transfer the items from the book record onto the sound recording record.
- Instructions how to report duplicate records are documented in the [Procedures for Reporting Cataloging Issues to RSA](#).
- RSA is considering a plan for the internal cleanup of existing duplicate Wonderbook and Vox records. Even if RSA does internal cleanup, your help reporting these duplicate records is appreciated because it improves the user experience. 😊

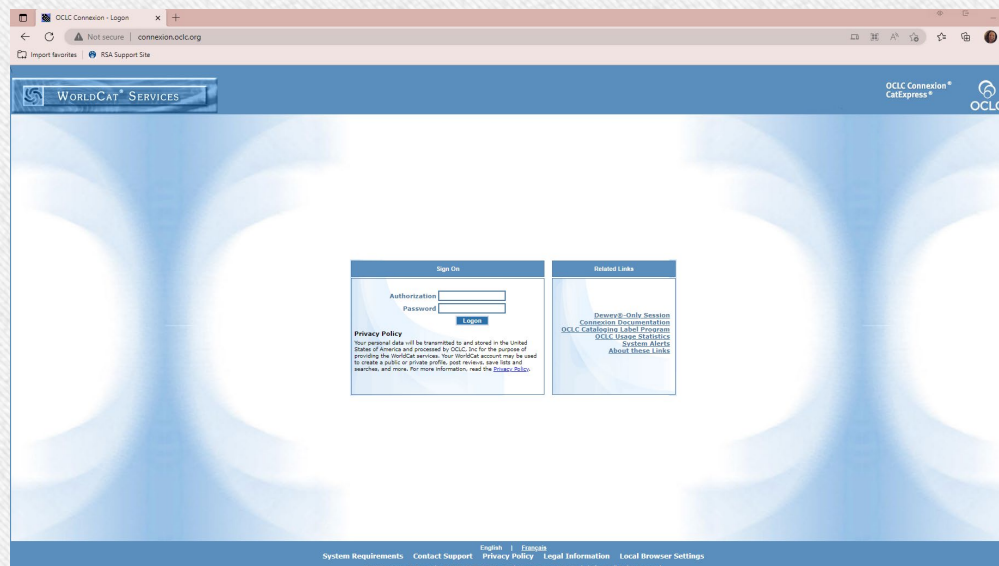
Seeing unfamiliar MARC fields on records?

- The future of cataloging is linked data and BIBFRAME, making library bibliographic data more discoverable on the wider web, beyond just online library catalogs.
- To make bibliographic data in MARC records more workable with the web, you may see unfamiliar fields, terminology, or formatting in records, especially newer ones.
- If you have questions or suspect the odd data is an error that needs corrected, contact the RSA Help Desk for guidance.
- You can also learn more about MARC fields in [OCLC Bibliographic Formats & Standards](#).
- Remember 😊 : Please do not delete any fields from a record because you are unfamiliar with them, or they look odd. Those fields may be helpful in the future as we transition into BIBFRAME.
- Let's look at OCLC #1396159339 in WorkFlows as an example...

OCLC Connexion Browser Sunset

- Earlier this year OCLC announced that OCLC Connexion Browser will be discontinued on April 30, 2024.
- OCLC Connexion Browser is accessed through your internet browser at connexion.oclc.org

The login page looks like this:



OCLC Connexion Browser Sunset

- OCLC Connexion Client and OCLC Record Manager will continue.
 - These cataloging interfaces will *not* sunset on April 30, 2024.
 - No need to take any action if you use Connexion Client or Record Manager.

- Training how to use Connexion Client and Record Manager is available [here](#) on the OCLC Metadata Services training page.

- RSA will continue to offer the Bibload Workshop every other month. This workshop is not complete OCLC Connexion Client training, but how to use the Client to make bibliographic records usable for RSA with the 949 holdings tag, export the records from the Client, and load them into WorkFlows.

OCLC Connexion Browser Sunset

- Additional reminders about the discontinuation of OCLC Connexion Browser will be shared on the RSA listserv closer to April 30, 2024.
- Please contact OCLC Support at support@oclc.org or 1-800-848-5800 if you have questions about the Connexion Browser sunset.
- Using Connexion or Record Manager is not required by RSA. Check with your supervisor or Director if you are unsure if you should be using OCLC to catalog.

Poll #4

If your library uses OCLC Connexion Browser, have you already switched to Connexion Client or Record Manager?



Image credit: <http://clipart-library.com/clipart/106635.htm>

Upcoming RSA Bibload Workshops

Thursday, October 19th 9:30 am - 12:00 pm
Registration available [here](#) and closes October 12th at noon.

Wednesday, December 6th 1:00 - 3:30 pm
Registration available [here](#) and closes November 29th at noon.

Bibload Workshops are also listed on the [Cataloging At-A-Glance cheat sheet](#) or check the [L2 calendar](#).

Additional Bibload Workshops will be scheduled in 2024, posted on L2, and announced on the RSA listserv.

Please read the workshop requirements posted on L2 and shared in the RSA listserv invitations carefully before registering. Begin working on the OCLC video requirements as soon as possible after registering to ensure adequate time to complete them before the workshop.

OCLC Machine Learning (ML) Merging Update

- Per OCLC:

“Cleaning up duplicate records is one of the most impactful ways to improve the quality of WorldCat. Manual efforts by metadata professionals—and technology like our duplicate detection software—have had significant success in reducing the number of duplicates. And now we’re leveraging machine learning to accelerate that progress.”

- Last month OCLC ran the ML process for the first time. It removed over 432,000 duplicate records from WorldCat.
- The records examined were print books in English, French, German, Italian, and Spanish.
- The ML process continues to merge duplicate book records in those languages.
- Just like in WorkFlows, merging duplicate records in WorldCat improves cataloging, discovery, and interlibrary loan.
- For more information about OCLC using ML to merge duplicate records, please see this [blog post](#).

New & Upgrading RSA Members

ROWVA CUSD #208 Elementary School / WorkFlows Code = ROWVA-HS:

- New RSA member library when ROWVA High School withdrew from RSA
- About half of the collection is cataloged but no staff or time to make additional progress
- Not yet live for circulation or holds
- RSA is trying to determine if this library wants to remain a member

New & Upgrading RSA Members

Farmer City Public Library / WorkFlows Code = FC_FARMERC:

- Existing RSA member, Union List
- RAILS LLSAP automation grant recipient
- Finished cataloging and currently entering patrons
- Circulation training scheduled for mid-October
- Not yet live for circulation or holds

New & Upgrading RSA Members

Mason Memorial Public Library / WorkFlows Code = MM_MASON-M:

- Existing RSA member, Union List
- Interested in upgrading its RSA membership level to Basic Online
- Participating in the Basic WorkFlows Cataloging Workshop next week

Happy Service Anniversary!



Image credit:

<http://clipart-library.com/clipart/congratulations-clip-art-6.htm>

Lisa Schemensky:
6 years as of July

How about you?
If you celebrated your service anniversary since the May 19th Database meeting, please share in the chat!

Thank you for joining us today!

Questions?

Please contact the RSA Help Desk:

help@rsanfp.org

1-866-940-4083

See you at the next
Database Committee meeting!

Friday, January 26, 2024

9:30 am - 12:00 pm

Zoom only

*Watch the RSA listserv
once registration is open.*



Image credit: <https://clipart-library.com/clipart/1158407.htm>