Shared Catalog/Single Bib Project
SUNYLA Conference 2013

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Shared Catalog and Authorities Task Force, Co-chairs
Why a Shared Catalog/Single Bib

– Create a true union catalog
– Provides patrons the opportunity to search by campus, by region, or SUNY-wide
– Reduce need to access bibliographic utility for acquisition and/or cataloging records for general copy cataloging
– Records for e-resources subscriptions and Patron Driven Acquisitions (PDA) would be loaded and updated centrally
– Provide a more streamlined environment for shared cataloging operations among campuses
– Position SUNY libraries to migrate to a next generation system
SUNY Council of Library Directors

Spring 2012 Business Meeting

• Would like to see SUNY move forward with a shared catalog/one bib record by 2014
• Endorsed by the University Colleges and Community College/College of Technology Sectors
• Re-affirmed at the Spring 2013 Business Meeting
Shared Catalog/One Bib Project
Highlights

- Fall 2012 – Shared Cataloging and Authorities Task Force created
- Members

  Sandy Card, Binghamton  
  Louise Charbonneau, Mohawk Valley  
  April Davies, Cobleskill  
  Anne McFarland, Oneonta  
  Cindy Francis, Genesee  
  Marianne Hebert, Potsdam  
  Amy Hillick, Orange  
  Kevin McCoy, Suffolk  
  Marianne Muha, Buffalo State  

  Nancy Poehlmann, Albany  
  Angela Rhodes, Morrisville  
  Amy Rupp, Jamestown  
  Werner Sbaschnik, Old Westbury  
  Jennifer Smathers, Brockport  
  Matthew Smith, Sullivan  
  Kimmy Szeto, Maritime  
  Kenyon Wells, Jefferson  
  Stephen Weiter, ESF
Shared Catalog/One Bib Project
Highlights

• Meetings in person and by conference call
• January 2013 – distributed Cataloging Workflow Survey
  – 53 campuses responded
• Basic survey results
  – **No comments stating this project cannot go forward**
  – Due to staff turnover, many are unaware of local policies
  – Some local practices, such as removing data from bib records will require changes
  – Questions on how cataloging would be done
Recommendations

• Go forward with the project
• Support from senior library administrators is critical
• This is a data migration – local staff will need time to be involved

• **Focus on library patron – end product must be clear and easy to navigate**
  – Importance of the architecture for holdings and items displays
  – Importance of visibility and functionality of a discovery tool (includes WebOPAC)
Recommendations (conti.)

• Clear/direct guidelines are needed to maintain a single bib
• Campuses must agree to standard practices regarding the catalog and follow guidelines established
• Need a governance/editorial board to ensure that standard practices are maintained
• Investigate implementation of centralized authority control
• Need centralized approach to e-resources loading and updates
Tour of the Current Environment
Library Content - Usage

Statistics compiled for initial Power of SUNY Report Card
Closer Look at Aleph Shared Servers

Breakdown of 936,485 Bib Records Added - 2012

- E-Resources
- OCLC
- Other
More on the Small Blue Circle
Shared Servers - Aleph

Circulation - Shared Servers

- Total
Moving Forward
Proposed Project Timeline

• Data analysis review – Summer 2013
• Criteria for bib record merge – Summer/Fall 2013
• Workflow guidelines development – Summer/Fall 2013
• Investigation of server architecture – Summer/Fall 2013
• Regional Meetings to review bib merge and workflow guidelines – Fall 2013
• Work with ITEC to establish server environment and develop programming for the record merge – Fall 2013/Spring 2014
• Identify initial candidates – Fall 2013
• Begin testing of initial campuses – Spring 2014
• Determine training needs and process – Spring 2014
• Begin catalog merges – Summer 2014
Activities

Task Force Members

• Develop criteria for the bib record merge or use of OCLC Master record
• Develop workflow guidelines and standards

OLIS

• Create campus profiles – data analysis
• Contact campuses regarding data cleanup based on data analysis

ITEC

• Investigate and develop server architecture
• Investigate programming needs for the bib record merge while maintaining links to other Aleph modules
Task Force Subgroups

Criteria for Merged Catalog – Include OCLC Master file Testing

- Louise Charbonneau
- Marsha Clark
- Marianne Hebert
- Amy Hillick
- Marianne Muha
- Nancy Poehlmann
- Amy Rupp
- Kenyon Wells

Workflow Guidelines for Edits, Additions, and Deletions

- Sandy Card
- April Davies
- Cindy Francis
- Kevin McCoy
- Marianne Muha
- Nancy Poehlmann
- Angela Rhodes
- Amp Rupp
- Werner Sbaschnik
- Jennifer Smathers
- Steve Weiter
Resources for Subgroups

• Criteria for Merged Catalog
  – CDL Matching Algorithm for Books and Serials
  – OCLC Master records for review

• Workflow Guidelines
  – BIBCO Program – Participants’ Manual
  – Bibliographic standards from a consortium with shared catalog
  – Cataloging procedures from various SUNY libraries
OLIS Data Analysis Review

• Create campus profiles for each campus Aleph catalog (xxx01)

• Identify usage of MARC tags
  – Use of standard MARC tags for “Local Notes”
  – Use of non-standard tags for “Local Notes”

• Run custom services to identify other potential problems
  – Bib Records (non-deleted) with no ADM and/or HOL records
  – Bib records (non-deleted) with a HOL record but no Item Records
Data Analysis Review – Why?

• Identify conflicts in use of tags
• Identify data problems for cleanup; focus on what impacts records displayed in public catalogs and Discovery Services
ITEC - Technical Components

• ITEC identify team members (Oracle, Operating System, Network, Aleph Administration)
• Develop project plan
• Consultation
  – Ex Libris
  – Aleph Consortia
• System architecture
  – Oracle
  – Hardware
  – Aleph configuration changes
• Programming needs
Impact on the Campuses
Possible Architecture

**Web OPAC**
- Architecture fully supports shared bib
- Common indexes
- Common index labels
- Single campus view
- All campuses view
- Campus groups view
- Course reserves are supported
- Unique campus logo supported

**Possible Systems Architecture**

- **Shared Bibliographic Records**
  - Created by merge algorithm
  - Each is true universally
  - Resides in shared 01 library

- Campuses attach their unique HOLDINGS record to the single bib record

- **Campus A** HOLDINGS sub/coll/call# 856
- **Campus B** HOLDINGS sub/coll/call# 856
- **Campus C** HOLDINGS sub/coll/call# 856

- Each campus has its own xxx60 library
- Each campus has its own xxx50 library

**Staff User permissions will have to be configured carefully:**
- Catalogers need access to all records
- Non-catalogers need only campus-specific record access

**XXX50 LIBRARY:**
- Patrons
- Permissions
- Privileges
- Circ policies
What Does Not Change in a Shared Bib Environment

• Acquisitions/Serials
  – Budget structures
  – Vendor records
  – Currencies
  – Subscription records
  – Prediction patterns

• Circulation
  – Library hours
  – Patron data and policies
  – Library fines/billing periods
  – Lending policies
What Does Not Change in a Shared Bib Environment

• Holdings related
  – Name of sublibrary/sublibraries
  – Collection codes
  – Local call numbers

• Authorities – Local records
  – Campuses can continue to input local records for unique entities

• Cataloging – Original input
  – Campuses can continue to input local records for unique titles
What Needs Testing in a Shared Bib Environment

• 856 Ezproxy configuration
  – Per MARC standard – should be on HOL record
  – Need to test display of URL from the HOL record in the WebOPAC

• Staff Permissions
  – Investigate ability to share campus circ history as part of collection development decisions

• Services
  – Investigate impact of running jobs in a shared environment
What Does Change in a Shared Bib Environment

- Policies will be needed for
  - Authorities: adding, edits, deletions, ongoing maintenance
  - Cataloging: adding, edits, deletions, ongoing maintenance
  - Vendor records: adding new, appending campus 856 fields, and related information to records already in the database
  - Global changes, mergers and overlays
  - Deletions of items and holdings
  - Local notes: where they are added, what tags used to avoid conflicts
What Does Change in a Shared Bib Environment

• Governance / management structure needed to coordinate and/or arbitrate policies related to
  – Individual records
  – Vendor batch loads

• Client: configuration changes for accessing shared bib and authorities
Questions / Comments?