OLAC Newsletter
Volume 14, Number 3
March 1994

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DEADLINE FOR JUNE 1994 ISSUE: MAY 1, 1994

FROM THE EDITOR
Sue Neumeister

Since ALA Midwinter in Los Angeles was scheduled so late this year, the *OLAC Newsletter* is being published 2 weeks later than usual in order to include the minutes from the Business and Board meetings and the report from ALCTS AV.

Included in this issue, along with the regular columns, is the OLAC/MOUG 1994 Conference program (registration flyers will be included in the June issue). There is an opportunity to get to know the candidates running for OLAC office in the "Meet the Candidates" column. Robert Bremer, OCLC Online Data Quality Control Section, has given permission to include his AUTOCAT remarks from January 26, 1994 on OCLC's GMD policy.

I would like to thank Frank Wheeler (University of New Hampshire) for his contributions during the past year as Book Review Editor. His resignation leaves a vacancy on the Editorial Staff. Barb Vaughan has volunteered to *temporarily* act as Book Review Editor this quarter until a replacement for Frank can be found. Anyone willing to volunteer, please contact me by e-mail: neumeist@acsu.buffalo.edu, by phone: (716) 645-2305, or by U.S. mail at the address on the inside front cover of this *Newsletter*. Duties include searching for possible books that would be of interest to AV catalogers, choosing someone to write the review, and then editing that review and sending it to me via e-mail or on a disk in WordPerfect.

I would also like to thank Cathy Leonardi (Duke University) for compiling the *OLAC Newsletter* index (vol. 11-13) which can be found in the center of this issue.

MCJournal: The Journal of Academic Media Library is calling for papers for the next issue. Deadline is August 1, 1994. Submissions should be sent to the editor, Lori Widzinski, at the following addresses: e-mail: widz@acsu.buffalo.edu. US mail (disks): Media Resources Center, Health Sciences Library, University at Buffalo, Abbott Hall, 3435 Main Street, Buffalo, New York 14214-3002. For further information, instructions to authors, or to discuss ideas for articles, contact Lori by either address listed above.

FROM THE PRESIDENT
Karen Driessen

Los Angeles was good to those of us who attended ALA Midwinter. No rocking and rolling of the earth except in the wee hours of the morning when most of us slept right through them! It was fun to see so many of you at the OLAC meetings and as always there was a lot happening in the world of AV cataloging.

Plans for the October '94 OLAC/MOUG Conference are taking final form and sound very exciting. Ellen Hines and Hal Temple are putting together plans for a great program, tours and entertainment in Oak Brook, Illinois, just out of Chicago. Be sure to circle October 5-8 on your calendar and plan to attend. More details are presented on p. 5-6 in this Newsletter.

At the invitation of the Chair of CC:DA, OLAC was invited to put forth a request for official liaison status. In spite of that invitation, however, the CC:DA Committee was not in support of our request. OLAC will continue to be represented through the ALCTS AV Committee and its audience observer.

The Nominations Committee (Bo-Gay Tong Salvador and Mary Konkel) presented a wonderful slate of candidates to the Business meeting in L.A. Ballots will be sent out in March for the upcoming OLAC elections for which the offices and candidates are:

Vice-President/President-Elect:
Diane Boehr (Costabile Associates) and
Heidi Hutchinson (University of California, Riverside)

Secretary:

Catherine Gerhart (University of Washington) and
Ellen Hines (Arlington Heights Memorial Library)

The Executive Board voted to begin a one-way liaison relationship with the Association of Moving Image Archivists (AMIA) based upon their request and a presentation made at the Business meeting by Martha Yee. AMIA's Cataloging and Documentation Committee provides a forum for discussion of cataloging issues for the archival moving image community and we welcome the formal exchange between the two groups. Martha Yee will serve as liaison to OLAC.

Be Happy, Think Spring!

FROM THE TREASURER
Johanne LaGrange

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Reporting period:
October 1, 1993 - December 31, 1993
Membership:  734

ACCOUNT BALANCE:  October 1, 1993

   Merrill Lynch WCMA Account       12,182.37
   City National Bank, Baton Rouge   3,437.00
   CD at 7.20% matures 7/94         10,000.00

                                             25,619.37


INCOME

   Back Issues                         190.50
   Dividends--WCMA Account             115.95
   Memberships                       4,640.00

   TOTAL INCOME                               4,946.45
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EXPENSES

   Banking Fees (Activity Fees)        17.05
   Labels and Envelopes                28.84
   OLAC Newsletter (v. 13, no. 4)     699.85
   Photocopies (Questionnaire)         37.50
   Postage/Permit                      72.78
   Publication (Smyth/Driessen book)   50.00

   TOTAL EXPENSES                                   (  906.02)


ACCOUNT BALANCE: December 31, 1993

   Merrill Lynch WCMA Account      19,659.80
   CD at 7.20% matures 7/94        10,000.00

                                              29,659.80
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OLAC/MOUG NATIONAL CONFERENCE
October 5-8, 1994
Marriott Oak Brook, IL

OUTLINE OF CONFERENCE PROGRAM

OPENING GENERAL SESSION

Karen Horney -- Northwestern University
Carolyn Frost -- University of Michigan

In the opening general session, two established AV cataloging authorities will discuss their views on how education, training and re- training strategies for AV catalogers can help us keep up with our ever- changing cataloging environment. How are library schools preparing us for this AV "new" world and how much of a factor are "on-the-job" training and continuing education classes/workshops?

SCHEDULED WORKSHOP TOPICS AND SPEAKERS

INTERACTIVE MULTIMEDIA CATALOGING
Presenters:

   Ann Sandberg-Fox, Cataloging Consultant
   Laurel Jizba, Michigan State University

Discussion of the complexities associated with this "new format." It will include a review of descriptive cataloging issues and practical approaches to cataloging this specialized format.

VIDEORECORDING CATALOGING

Presenter:

Jay Weitz, OCLC

A workshop focusing on cataloging rules and MARC format intricacies for videorecordings, including videodiscs and music videos.

COMPUTER FILES CATALOGING

Presenter:

Nancy B. Olson, Mankato State University

A session on the ins and outs of cataloging computer software. Helpful suggestions aimed at resolving common software cataloging problems will be discussed.

FORMAT INTEGRATION

Presenter:

Glenn Patton, OCLC

A discussion of the impact that format integration will have on AV catalogers.

MAP CATALOGING

Presenter:

Catherine Gerhart, University of Washington

An introductory session on how to catalog maps.

SOUND RECORDING CATALOGING (INTERMEDIATE)

Presenter:

Michelle S. Koth, Yale University

Presentation and discussion on the cataloging of sound recordings aimed at catalogers with a moderate amount of sound recording cataloging experience.

SOUND RECORDING CATALOGING (ADVANCED)

Presenters:

A panel of experts

Presentation and discussion of advanced topics and problems related to the cataloging of sound recordings (aimed at catalogers with a great deal of sound recording cataloging experience)

SUBJECT AND GENRE ACCESS TO FILMS AND VIDEOS

Presenter:

David P. Miller, Curry College

Examination of the difference between subject and genre access to videos and films focusing on the use of *LCSH* and the *Moving Image Materials: Genre Terms* thesaurus. A discussion of recent research comparing the two lists will be included in order to consider questions about which list to use, under what circumstances, and the implications of each decision on a patron's success at the OPAC.

INTERNET OVERVIEW

Presenters:

Nancy John, University of Illinois, Chicago

Leslie Troutman, University of Illinois, Urbana

A discussion of issues surrounding the use and cataloging of resources on the Internet.

CLOSING SESSION

Sheila Intner, Simmons College

A review of workshops and activities and wrap-up of the major themes developed by other speakers throughout the Conference.

MEET THE CANDIDATES

CANDIDATES FOR VICE-PRESIDENT/PRESIDENT-ELECT

Diane Boehr
Library Services Consultant
Costabile Associates, Inc.

- **Background Information:**

    As a member of a firm providing technical services support, Diane is currently cataloging new and archival audiovisual material for the National Library of Medicine; cataloging current AV material for the 170+ Dept. of Veterans Affairs Medical Center Libraries and Parklawn Health Library; cataloging modern books for the Folger Shakespeare Library; and cataloging rare books for the U.S. Naval Observatory. In addition to cataloging projects, she has also done workflow and systems analysis studies for the University of Maryland and the National Library Service for the Blind and Physically Handicapped.

- **OLAC ACTIVITIES:** Member, Cataloging Policy Committee 1991- ; Co-Chair, 1992 OLAC Conference, Rockville, MD.
  ALA ACTIVITIES: Member
- **REGIONAL ACTIVITIES:** Member, Potomac Technical Processing Librarians (PTPL); Instructor, cataloging workshops for AJ Seminars

Heidi Hutchinson
Cataloger, Rivera Library
University of California, Riverside

- **Background Information:**

    Heidi has been a non-print materials cataloger and selector for the German and Russian programs at UC Riverside since 1983. Main cataloging areas include videorecordings, computer files, and microforms.

- **OLAC ACTIVITIES:** Member, Cataloging Policy Committee, 1989-1991; OLAC Secretary, 1992-1994; Workshop leader, 1992 OLAC Conference, Rockville, MD, "Training AV Catalogers"
- **ALA ACTIVITIES:** Member, ACRL, ALCTS; Secretary, ACRL Western European Specialists Section
- **REGIONAL ACTIVITIES:** UCR Campus Liaison, California Academic and Research Librarians (CARL); Secretary, Librarians' Association of the University of California (LAUC); Chair, LAUC- Riverside (2 terms); Chair, LAUC Ad Hoc Committee on Librarians' Participation in University Governance

CANDIDATES FOR TREASURER

Catherine Gerhart
Head, Special Materials Cataloging Section
University of Washington

- **Background Information:**

  Catherine supervises seven people at a variety of levels, librarian and classified staff, who do original and copy cataloging in all formats, including books, computer files, video, maps, and music (scores and recordings). She also runs theses processing and the marking room for all books and media.

- **OLAC ACTIVITIES:** OLAC Audience Observer to CC:DA
- **ALA ACTIVITIES:** Member, ALCTS; MARBI Recorder
- **MUSIC LIBRARY ACTIVITIES:** Member, Bibliographic Control Committee; Member, BCC Subcommittee for Descriptive Cataloging; Member, Publication Committee
- **REGIONAL ACTIVITIES:** Member, Pacific Northwest Chapter of MLA; Instructor, map cataloging workshops for OCLC PACNET
- **OTHER AV ACTIVITIES:** Editor, Music Cataloging Bulletin

Ellen Hines
Technical Services Department Manager
Arlington Heights (IL) Memorial Library

- **Background Information:**

  Ellen has been a practicing AV cataloger for the last nine years. While she has primarily been responsible for originally cataloging sound recordings and videorecordings, Ellen's AV cataloging experience ranges from games and filmstrips to interactive multimedia.

- **OLAC ACTIVITIES:** OLAC Secretary, 1989-1992; Co-Chair, 1994 OLAC/MOUG Conference, Oak Brook, IL

- **REGIONAL ACTIVITIES:** Secretary, Illinois OCLC Users Group (IOUG); Workshop trainer for Illinois OCLC Users Group

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ONLINE AUDIOVISUAL CATALOGERS (OLAC)
BUSINESS MEETING
ALA MIDWINTER CONFERENCE
LOS ANGELES, CALIFORNIA

LOS ANGELES CONVENTION CENTER
February 5, 1994
Minutes

1. Call to Order, Introduction of Officers, Announcements

    The Business meeting was called to order by OLAC President Karen Driessen at 8:04 p.m. Officers present: Mary Konkel (Vice-President/President-Elect), Richard Harwood (CAPC Chair), Heidi Hutchinson (Secretary), Sue Neumeister (Newsletter Editor), Sheila Smyth (Past President), and Johanne LaGrange (Treasurer)

    K. Driessen announced that there was a change to the list of experts for the Question and Answer Session: Ann Sandberg-Fox will be serving on the panel rather than Sheila Intner.

2. Secretary's Report (H. Hutchinson)

    The minutes of the Business meeting of June 23, 1993 (ALA Annual Conference, New Orleans) were approved as published in the September 1993 *OLAC Newsletter*.

3. President's Report (K. Driessen)

    K. Driessen announced that the Board has been working for the past six months with the Planning Committee for the upcoming joint OLAC/MOUG Conference (more under 9.b. below).

    OLAC's checking account was transferred to Merrill Lynch (more under 5. below). CC:DA has asked that OLAC approach them formally regarding establishing a liaison relationship with CC:DA. A presentation by K. Driessen is on the agenda for the Monday morning CC:DA meeting.

4. OCLC Users Group meeting (M. Konkel)

M. Konkel reported on the fall 1993 OCLC Users Group meeting in the December 1993 *OLAC Newsletter*. The three main points covered in that meeting were the issues of resource sharing, tape loading and its effect on the database, and "outsourcing." The winter meeting focused on electronic publishing endeavors in which OCLC is becoming involved, as well as Internet resources-- the access and the cataloging of them. Here are several areas in which OLAC can become involved and available for consultation. Questions of access and role of the library as a user interface, as well as unmediated interlibrary loan were also discussed. The next meeting of this group is scheduled for May 1994.

5. Treasurer's Report (J. LaGrange)

   Total membership has risen by 26% since the end of 1992. Currently OLAC has 734 members, of which 387 are personal members and 347 are institutional. Total assets are $29,659.80. J. LaGrange explained the procedure OLAC went through to open a working capital management account with Merrill Lynch. The consolidated OLAC accounts now earn income, and are invested in a government securities fund.

6. Newsletter Editor's Report (S. Neumeister)

   The December 1993 issue of the *OLAC Newsletter* was mailed on December 7. The March issue deadline has passed according to the *OLAC Handbook.* Due to the fact that ALA Midwinter was so late this year, the deadline for submission of reports has been extended to Friday, February 18. S. Neumeister asked members to send their reports directly to her by that date. Reports after that should be sent to Ian Fairclough, Conference Reports Editor to be edited for the June issue.

   The editorial staff of the *Newsletter* is seeking a new Book Review Editor to replace Frank Wheeler, who has resigned. Please contact S. Neumeister if you are interested in serving in this capacity.

7. Membership Directory Report (H. Hutchinson)

   225 members sent their data forms back to Brian McCafferty for input. Other members' information will be entered as it is in the OLAC mailing list. At this point, the membership database consists of the data from the returned forms plus data for the corporate members from the mailing list. The single database will be designed to serve both as a mailing label source and the base for the printed directory. The Board will discuss further details at their Sunday meeting, including the timetable for production of the directory.

8. Publications Updates (S. Smyth)

The physical processing manual for nonprint materials (Smyth and Driessen) was sent to Greenwood Press five weeks ago, and is now in the indexing phase. S. Smyth estimated that the book will be available nine months from now. Some royalties were received by OLAC from V. Urbanski's book *Cataloging Unpublished Nonprint Materials* (Lake Crystal, MN : Soldier Creek Press, 1992).

9. Committee Reports

a. CAPC (R. Harwood)

Please see separately submitted minutes of the CAPC meeting in the next issue (June 1994) of the *OLAC Newsletter*.

b. 1994 OLAC/MOUG Conference Planning Committee (E. Hines)

The joint OLAC/MOUG Conference will be held October 5-8, 1994 at the Marriott Oak Brook Hotel and Conference Center, 25 miles west of Chicago. Hal Temple is Local Arrangements Chair. The theme is "New Technologies, New Challenges," focusing on the evolving cataloging environment and the required education, training, and re-training strategies to keep up with it. Keynote speakers will be Karen Horney (Northwestern) and Carolyn Frost (Michigan) on the training and education aspects. Wrap-up speaker will be Sheila Intner. There will be workshops on interactive multimedia, videorecording cataloging, computer files cataloging, subject and genre access to films and videorecordings, map cataloging, format integration, two sound recordings workshops planned by MOUG, and an Internet overview. Several options for tours are being considered. Arrangements are being made for the Newberry Consort to give an evening concert at the Conference. [See p. 5-6 for further details.--ed.]

c. Nominations Committee (Bo-Gay Tong Salvador)

Candidates for Vice-President/President-Elect are Diane Boehr (Costabile Associates, Washington, D.C.) and Heidi Hutchinson (University of California, Riverside). Candidates for Secretary are Catherine Gerhart (University of Washington) and Ellen Hines (Arlington Heights, Illinois). K. Driessen called for nominations from the floor. None was received and nominations were closed. The slate of candidates was approved. Ballots will be mailed separately to all personal OLAC members.

d. OLAC Award Committee (S. Smyth)

The OLAC Award Committee has received no nominations to date. The deadline has been extended to the end of the Midwinter Conference. Nominations are to be submitted in writing to S. Smyth.

10. Liaison/observer Reports

. ALCTS AV (Ann Campbell Moore)

Please see separately submitted report [p. 21-22] in this issue.

a. CC:DA (Catherine Gerhart)

CC:DA will be considering the rule changes proposed in the report by the Task Force on Internet Resources. Multiple Versions Task Force report and interactive multimedia are on the agenda for Monday, as well as the discussion of OLAC's liaison relationship with CC:DA. Further details will be published in the June 1994 issue.

b. MARBI (C. Gerhart)

The proposal to code atlases as maps instead of monographs has been accepted. Two more meetings are scheduled for the Midwinter Conference. Further details will be published in the June 1994 issue.

c. MOUG (Ann Caldwell)

MOUG will be meeting on March 2, 1994 at the Ritz-Carlton Hotel in Kansas City in conjunction with the Music Library Association. There will be a workshop on cataloging music videos by Jay Weitz. A. Caldwell listed the other programs planned for the MLA Conference.

11. Utility Reports

. OCLC (Glenn Patton)

Please see separately submitted report [p. 25] in this issue.

a. RLG (Ed Glazier)

Please see separately submitted report [p. 23-24] in this issue.

12. New Business

Martha Yee spoke about the Association of Moving Image Archivists (AMIA), a new group formed in 1992 of individual, rather than institutional members. AMIA meets once a year independently (1994 will be in the fall in Boston), and has a Cataloging and Documentation Committee, chaired by Beth Delaney; M. Yee currently chairs the Standards Subcommittee. This group has sent a request to the Library of Congress to consider revising the *Archival Moving Image Materials: a Cataloging Manual* (Wendy White-Hensen) as well as the list of relator terms from the *Cataloging Service Bulletin* and *Moving Image Materials: Genre Terms*. AMIA has also responded to the MLA draft guidelines for cataloging music videos.

M. Yee expressed interest in establishing a liaison relationship with OLAC. K. Massey spoke in support of the liaison. This issue will be discussed at the Sunday night OLAC Board meeting.

13. Adjournment

The meeting was adjourned at 9:17 p.m. and followed by the traditional Question and Answer Session.

Respectfully submitted,
Heidi Hutchinson
OLAC Secretary

ONLINE AUDIOVISUAL CATALOGERS (OLAC)
BOARD MEETING
ALA MIDWINTER CONFERENCE
LOS ANGELES, CALIFORNIA

LOS ANGELES CONVENTION CENTER
FEBRUARY 6, 1994
Minutes

1. Call to Order, Introductions, Announcements (K. Driessen)

The Board meeting was called to order by OLAC President Karen Driessen at 8:03 p.m.

Members present: Mary Konkel (Vice-President/President-Elect), Richard Harwood (CAPC Chair), Heidi Hutchinson (Secretary), Sue Neumeister

(Newsletter Editor), Sheila Smyth (Past President), and Johanne LaGrange (Treasurer). Guests: Ellen Hines (1994 OLAC Conference Program Chair), Laura Snyder (MOUG Chair), Brian McCafferty (Membership Directory), Bobby Ferguson, Diane Boehr

2. Report on 1994 Conference (E. Hines)

E. Hines distributed a list of the OLAC/MOUG Conference Planning Committee members and a draft "Workshop Topics and Speakers" list.

The Board discussed the suggestions for luncheon speaker. There was consensus that they would prefer a professional- inspirational-entertaining (possibly stress management) topic to a cataloging topic.

L. Snyder clarified the difference between the two levels of sound recording cataloging workshops being offered by MOUG, saying that it would be more accurate to describe them as "basic" and "intermediate," rather than "for music catalogers" and "for non-music catalogers."

It was noted that, due to the popularity of the topic, the interactive media workshops may need to be offered more than twice. A discussion on levels of honorarium for workshop leaders (OLAC Handbook, p. 14) followed. The decision was that when workshop leaders were designated as major topic leaders whose presentations everyone would want to attend, the Conference Chair could negotiate with the leaders on lodging and transportation.

E. Hines explained the various items on the tentative budget submitted by the Planning Committee. Hal Temple is still negotiating for some vendor support for breakfast, afternoon coffee, etc.

The Board discussed the proposed registration fee and revised it as follows:

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Members (OLAC/MOUG)          $85
Members, late reg.          $100
Non-members                  $95
Non-members, late reg.      $110
Library school students      $30
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Advance money totaling $2400 shall be contributed in the ratio 1/3 MOUG ($800), 2/3 OLAC ($1600) to an account in Chicago for the Planning Committee to use. This sum is returned to the OLAC and MOUG Treasurers after the Conference. The registration form will reflect which Conference attendees are OLAC and which are MOUG members.

The first official announcements will be made in the March *OLAC Newsletter* and at the MOUG Kansas City meeting. The registration form will be inserted into the June *OLAC Newsletter* and sent separately to MOUG members. Other publicity will go out over the Internet and to other library organizations.

Taping the sessions was discussed, for either archival purposes, transcription of the programs, or to sell. No decision was reached.

3. Discussion: Official Liaison Status With CC:DA (K. Driessen)

K. Driessen has prepared an informational sheet to hand out at the CC:DA meeting Monday morning, explaining OLAC's objectives and interest in having official liaison status with CC:DA. She encouraged other Board members to attend that meeting if possible.

4. Discussion: Official Liaison Status With AMIA (K. Driessen)

Martha Yee spoke to the OLAC membership at Saturday's Business meeting, explaining the Association of Moving Image Archivists, and requesting a liaison with OLAC. In the discussion it was pointed out that in the letter of the Handbook, this is an organization that fully meets OLAC's criteria for liaison. The Board discussed the implications of a one-way or two-way liaison, since the AMIA meets independently of ALA. The Board agreed unanimously to initially form a one-way liaison with AMIA. (At this point, M. Yee would be AMIA's liaison to OLAC.) (ACTION)

5. Membership Directory (H. Hutchinson, B. McCafferty)

B. McCafferty distributed printed samples of the full directory record (raw data) as well as the final directory version. The database so far contains the data from the 225 returned forms and the corporate entries from the mailing list, but still lacks the name/address entries for the personal members who did not return their forms. Board members examined the printed examples and liked the look of the entries, deciding on bold face for the entry in last name, first name order. Different types of lists can be generated from the data base: the main alphabetical directory, as well as zip code lists, lists sorted by cataloging specialty, local system, and utility. It was decided that these could appear as indexes at the end of the directory. Institutional members will be listed in a separate list from the personal members.

K. Driessen appointed a subcommittee made up of B. McCafferty, H. Hutchinson, J. LaGrange and S. Neumeister to work out the last details of

data entry, proofreading, index creation, and printing. A deadline of ALA Annual Conference was set. (ACTION)

6. Report from Treasurer on Accountant (J. LaGrange)

J. LaGrange distributed printed Treasurer's reports to all present, showing the dividends borne by the working capital management account and the account balance of $29,659.80.

J. LaGrange had investigated the cost of hiring a CPA to audit OLAC's books, and discovered it would cost between $1500 and $3000 per year. She approached her institution's business manager for advice on setting up books for audit; and his service has been free of charge, and he has offered to continue. Since the Board is only interested in making sure that the books are set up according to proper operating procedures should any question arise, it was decided that this service was fully adequate. The Board voted unanimously to issue $100 a year to Tom Hoppel for his services, as long as J. LaGrange is OLAC Treasurer. (ACTION)

J. LaGrange questioned the note on p. 14 of the *OLAC Handbook* ("OLAC Stipends and Fees") that stipulates the MARBI representative receives "$100 for each quarterly MARBI meeting attended." MARBI meets at ALA Conferences only, and not quarterly. Past Treasurer B. Ferguson was able to point out that the MARBI liaison has received $100 per ALA Conference for the past several years. It was agreed that the wording be changed to "$100 for each ALA Conference attended." (ACTION)

At this Midwinter Conference, three people attended MARBI meetings in place of the regular liaison. The Board agreed to divide the stipend 3 ways between R. Harwood, C. Gerhart, and D. Boehr. (ACTION)

K. Driessen received permission from ALA to reprint approximately 20 definitions from the AACR2R glossary to be used in the Driessen/Smyth processing manual. ALA's fee is $50.00. The Board voted unanimously to approve $50 from OLAC funds to cover this charge. The Board also approved money to cover any further illustration costs for the volume. (ACTION)

7. Policy Clarifications and Additions to Handbook (K. Driessen)

a. Service in more than one capacity

This policy would affect liaisons serving in more than one capacity or committee members serving in more than one capacity. There is currently no guideline in the *OLAC Handbook* prohibiting OLAC members from holding more than one liaison position. The problem of Board or committee members running for another

office while still serving was tentatively solved as follows: the individual should continue to serve in their capacity until elected to the new position, at which time the President will ask them to resign their previous post. K. Driessen charged M. Konkel with drafting a statement on service in OLAC and running for election to be added to the Handbook. (ACTION)

b.   Representation at OCLC Users Council

According to the *OLAC Handbook* (p.8), the OLAC President is charged to be the contact with the OCLC Users Council. In June of 1992 the Executive Board approved sending either the OLAC President or a delegate to the fall meeting of the OCLC Users Council. K. Driessen had asked M. Konkel to attend the fall meeting, which Konkel did. Konkel reported that there were actually three meetings a year and she has volunteered to attend the others with minimal OLAC funding. A definite policy regarding reimbursement and attendance will be on the summer agenda.

8. Archives List and Collecting Responsibility (H. Hutchinson)

H. Hutchinson distributed her draft proposal "Materials to be kept in the OLAC Archives ..." to Board members and asked for their comments on it (mail or e-mail) by March 1. Verna Urbanski, OLAC Archivist, will also receive a copy for her comments. (ACTION)

9. Recommendations for Use of OLAC's Certificate of Deposit

B. Ferguson suggested providing a stipend for a library school student or a hearing impaired person with interpreter to attend an OLAC Conference. K. Driessen asked that Board members have more proposals for the Miami meeting, when the issue will reappear on the agenda. (ACTION)

10. CAPC Appointments (R. Harwood)

At 10:30 the Board went into closed session to discuss CAPC appointments.

11. Document on the Rationale for Cataloging Media (R. Harwood)

R. Harwood distributed the draft document "Rationale for Cataloging Nonprint Collections," which had been drawn up by a CAPC subcommittee and approved by CAPC, to the Board with a request for comments to him by March 1. (ACTION). The document will eventually be printed in the *OLAC Newsletter* with the OLAC CAPC byline as well as distributed at OLAC Conferences and to individuals upon request.

12. Adjournment

   The meeting was adjourned at 10:54 p.m.

Respectfully submitted,
Heidi Hutchinson
OLAC Secretary

CONFERENCE REPORTS
Ian Fairclough, Column Editor

ACCESS TO CONTENT OR ACCESS TO TOOLS?
INTERNET WORLD '93
Submitted by David Miller
Levin Library, Curry College

I attended the Internet World '93 Conference, sponsored by Meckler at the Jacob Javits
Convention Center, New York City, on December 7-8, 1993. The many stimulating
presentations my colleague and I attended included talks on Internet training, the
changing composition of the networked community, the hybrid state of electronic "book"
publishing, the political status of the National Research and Education Network (NREN),
and more. But when I look back over my notes for discussions of the cataloging and
indexing of Internet resources, I draw an almost complete blank. In fact, I find mention of
only a single, glancing reference to this entire complex of questions.

As part of the *Internet Publishing: Case Studies* panel, Czeslaw Jan Grycz of the
University of California described work on the "Red Sage Project," a collaboration
between Springer-Verlag, AT&T and the University. The texts of "forty-seven plus"
journals are being put into electronic form using AT&T's WritePages software, and the
text is SGML-tagged (Standard Generalized Markup Language) to allow for searching.
Ahh, searching ... now we're talking about access to content. But what will be the search
strategies, the front ends, the relationships enabled between documents? Are we talking
about free-text free-fall?

I'm not making this up, as Dave Barry puts it. Out of twenty-one sessions attended by my
colleague and me, this was the sole reference to nuts and bolts questions of indexing and
access.

There seemed throughout the Conference to be an underlying assumption: that the
development of more sophisticated tools (along Gopher/WAIS lines), together with an
enlightened social policy of universal access, will provide us with the essentials needed to
effectively integrate the Internet into our social fabric. What's missing from this picture is

the difficult reality of the very slippery relationships between: 1) what we think we're looking for, 2) what we're really looking for, 3) how we think we're going to find it, and 4) how we really find it. The persistent faith in "natural language" searching as the primary means of access presumes, first, that we all know what we mean by "natural," and second, that what's "natural" for one is "natural" for all. It makes the same sort of presumption about user search strategies that early catalogers held when they provided title catchword entries. Those, too, provided "natural language" access. Now, in mainstream library cataloging, we know that the combination of "left-brain" controlled vocabularies with "right-brain" keyword searching provides access superior to either method used alone. Internet indexing needs to move in this direction, and the more quickly the better.

An anecdote: I recently tried three archie searches on the same search strings, using three access methods -- the archie client on my service provider, telnet access to a second client, and an e-mail request to a third. The strings searched for were "theat" and "avalokit": the former to find materials on theater[re], the second to see if I'd turn up a file called avalokit.zip, which I'd already downloaded and so knew to exist. The searches were performed within ten minutes of each other, and were fast, easy and fun. The "theat" search produced lists of files on three very different groups of hosts -- though, granted, many of the specific files were present on at least two of the lists -- and the "avalokit" search pulled a blank on all three. No doubt there are sound reasons for these divergent and incomplete results. But when we envision the empowered end-user, gophering like mad on the subway or the deck of her yacht, we'd also better make sure that we're not mistaking access to tools for access to content. I'm looking forward to attending Internet World again, but I hope that these issues are regarded with less complacency, and soon.

REPORT FROM ALCTS AV COMMITTEE
1994 ALA Midwinter Meeting, Los Angeles
Submitted by Anne Campbell Moore
OLAC Liaison to ALCTS AV

Most of the Sunday morning meeting was devoted to discussing the major points of the MLA's document on cataloging music video material and the Interactive Multimedia Task Force's guidelines.

Discussion on the MLA document was split between the two meetings. Following the summary of the major points, the Committee decided it did not support points one and two, concerning non-fiction videos and videos of a performance of a single work. The Committee did support point three, entering performances such as operas and ballets under title. It did not support point four, entering collections according to the rules for sound recordings, feeling clarification was needed on what constituted a collection. Point five, on added entries was supported.

Laurel Jizba addressed the Committee on the interactive multimedia guidelines. The document has been adjusted several times since the Annual Conference, with a number of changes occurring after the cataloging experiment. She addressed the issue of chief source, pointing out that chief source refers to the whole work. It was felt that the appendices are very important, particularly the glossary. The Interactive Multimedia Task Force will be requesting a rule change so that optical discs can be spelled with a c rather than a k. The Task Force also would like to drop the word laser from laser optical disc, feeling that it is redundant and misleading.

Eric Childress reported that the Association of Moving Image Archivists had requested a liaison relationship with the Committee and that this has been approved.

The Producer/Distributor-Library Relations Subcommittee will be revising its CD-ROM contracting/licensing survey in conjunction with the Publisher/Vendor-Library Relations Committee's Electronic Task Force. PDLR will address the library end of the issue, PVLR will address the vendor end. PDLR is also revising the *Happiness is one title* brochure.

The NISO document on labelling and packaging videos written by the AV Standards Subcommittee has been accepted and is in process. The Subcommittee is working on a similar document on interactive multimedia and hopes to have a preliminary draft ready by Miami.

The Video Round Table's Miami program will be on new technology and its challenges. They will be giving their name as co- sponsors for the ALCTS AV program there. The annual gala will be a Latino video festival for which members can get half-price tickets. The Round Table is in the process of revamping its newsletter, which hasn't been issued since before New Orleans, and will be starting a listserv. They are working to have the Round Table become a clearinghouse for all video groups within ALA in order to avoid overlap. Currently there isn't such a group.

The Miami program, "Acquiring Librarians Want to Know: Acquisitions and Collection Development of Video Resources " will be held on Saturday June 25 from 9-11 a.m. Howard Besser, Irene Wood and Jean Kreamer will each speak for 20 minutes, after which there will be a question and answer period.

Eric Childress proposed forming several task forces and asked for input and volunteers. The charges of the task forces were: to examine the definition of the term "label" when used as chief source of information in Chapter 9, AACR2R; to examine the use of uniform titles in motion pictures, videos and television programs; to re-examine the liaison relationships of the AV Committee; and to create guidelines for handling computer files in library collections. The Committee decided to form the first three task forces. The last task force was deferred until Miami, when it would be possible to check with Karen Driessen or Sheila Smyth on possible overlap with their physical processing manual.

The Miami tour will be at the Louis Wolfson II Media History Center, housed in the main branch of the Miami-Dade Public Library. The tour will give an overview of the work of moving image archives, including preservation, acquisitions, access and use. A panel of representatives from moving image archives around the country will speak on these and other issues.

NEWS FROM RLIN
As reported at the OLAC Business Meeting
February 5, 1994
Submitted by Ed Glazier, RLG

LC NITRATE FILMS RECORDS. Preservation records for 22,841 nitrate-based motion pictures in the Library of Congress' collection have been loaded in the RLIN VIM file under the LI DCLF. Films described date from the turn of the century through the early 1950s. Multiple versions of each title are described in the same bibliographic record. LC subject terms are assigned, as well as genre terms from *Moving Image Materials: Genre Terms*. The genre terms are available through the RLIN FG index (Form/Genre). The file will be updated annually.

UPDATED VERSION OF ART & ARCHITECTURE THESAURUS. The *Art and Architecture Thesaurus* (AAT) in the RLIN Authorities File is now in its second edition. The AAT is a project of the Getty Art History Information Program. This second edition is the first "complete" AAT in that all 33 hierarchies now have been developed for all those subject areas originally defined as falling within AAT's scope. It includes 10 new and 23 expanded hierarchies. To access the file once connection to RLIN has been made, issue the commands: CALL RLIN (AUT) and then SELect FILe AAT.

EUREKA. RLIN's new patron-oriented search service was successfully introduced on September 1, 1993. End users can search RLIN bibliographic files as well as CitaDel (Citation and document delivery) files that are available by subscription. New files since the system was introduced include the British Library's Inside Information, LC's Handbook of Latin American Studies, and Anthropological Literature, from the Tozzer Library at Harvard. Available as of March 31, 1994 are 4 files from Cambridge Scientific Abstracts: Marine Biology, Life Sciences, Environmental Sciences & Pollution Management, and Scientific Conference Papers Index.

RLIN COMPUTER FILES TO BE CLUSTERED. Clustering of the RLIN Computer Files file (MDF), the last of the RLIN bibliographic files scheduled for clustering, is currently scheduled for completion by late winter/early spring 1994.

CONNECTIVITY OPTIONS. RLG has been developing several options for connection to RLIN bibliographic files, Eureka, and CitaDel files:

ZEPHYR. Institutions with Z39.50 clients may access RLIN bibliographic files and Citadel files via Zephyr, RLIN's Z39.50 server. This enables users to search the RLIN files using the same commands they use to search their own local online catalog.

LANTERM. LANTERM allows communication with RLIN via an Ethernet Local Area Network. A library can use a PC with an Ethernet LAN card and a Clarkson packet driver to connect to the RLIN host computer, either via a separate RLG "EtherPad" on the library's own LAN which connects to RLG's X.25 network, or over the Internet to an EtherPad at RLG. (Currently, the former is preferred.) LANTERM is already in use at some sites and will be available for more sites in 1994.

ASTER. ASTER is an asynchronous (dial-up) telecommunication option for the RLIN PC Terminal Program. With it, a library can use a PC with a Hayes-compatible dial-up modem and standard phone line to connect to the RLIN host computer through SprintNet public data network. ASTER will particularly benefit RLIN users who want to use RLIN technical processing functions so infrequently that installation of a dedicated leased line is not cost effective.

ARIEL FOR WINDOWS. RLG is developing a new version of its popular Ariel document transmission software that will be a Microsoft Windows 3.1 application. Scheduled for release in 1994, the new version will make it easier for users to send and receive documents, support a wider array of printers and scanners, and include more online help than the current version.

FTP FOR IMPORT AND EXPORT. RLG is developing the capability to load data from external resources (like the Library of Congress) and from RLIN users via FTP over the Internet. Subsequently, data from user transactions will be available via FTP. Both of these uses of FTP will supplement or replace data exchange currently done via magnetic tapes.

For additional information about any of the above, contact the RLIN Information Center, BL.RIC@RLG.STANFORD.EDU, 1-800-537- RLIN.

NEWS FROM OCLC
As reported at the OLAC Business Meeting
February 5, 1994
Submitted by Glenn Patton, OCLC

DATABASE. The number of nonprint records in the Online Union Catalog continues to grow with, as of January 1, 1994, 714,000 AV records, 891,000 sound recordings and 50,000 computer files. That adds up to 1,655,000 records or approximately 5.9% of the

OLUC. This past fall, the number of holdings symbols attached to records in the OLUC passed the 500 million mark.

DATABASE QUALITY. OCLC continues to place a high priority on database cleanup activities. During this fall, another run of the Duplicate Detection and Resolution software processed another 74,000 duplicate book records, bringing the total number of duplicates removed to 760,000. Approximately 1.1 million corporate headings and 1.9 million subject headings have been cleaned up during that same time period. In early February, a similar cleanup project for personal names began with the expectation that about 2 million headings will be corrected.

ACCESS. Access to OCLC services continues to expand with the implementation of Sunday hours and extra hours each week day for PRISM users. Reference services are now available 23 hours a day on weekdays. Later this spring, OCLC will begin a pilot project to offer PRISM access via the Internet.

PRISM SERVICE. PRISM service users face a busy year ahead with the migration of remaining First system functionality to PRISM. CJK Plus, Union Listing and the Name-Address Directory will migrate in the summer and fall. Later in the year, LSP functionality for NACO libraries will move into PRISM. Each of those migrations will bring some benefits to all users, including access to the NAD for all users and editing of authority records for local use for cataloging users.

A new version of PASSPORT for DOS (version 2.10) will also be issued during the coming year and PASSPORT for Windows is also under development.

OCLC'S GMD POLICY
Robert Bremer
OCLC Online Data Quality Control Section

There have been several messages posted on AUTOCAT regarding use and form of GMDs included in OCLC database records. OCLC's policy on use of GMDs changed in 1993, and new guidelines were issued in the new Bibliographic Formats and Standards document.

Previously, if LC used a particular GMD in current cataloging, OCLC users were expected to use that GMD in I-level records when creating original catalog records for the same kind of material. Use of GMDs in K-level records was entirely optional. Use of all other remaining GMDs was optional as was use of GMDs in other access points. Some institutions included brackets in the GMD while others conformed to OCLC documentation and omitted them. In theory, it was legitimate to include a GMD as follows:

245 10 Gone with the wind $h text / $c Margaret Mitchell.

or

700 11 Schumann, Robert, $d 1810-1856. $t Carnaval $h [music].

For current cataloging, this policy resulted in inconsistent records. Users could not anticipate which GMDs would be found in records nor which fields would necessarily contain GMDs. OCLC users complained about having to edit brackets, edit out brackets, edit in GMDs, and edit out GMDs in copy cataloging workflows due to the inconsistencies of records in the database.

OCLC staff consulted with the OCLC Cataloging and Database Services Advisory Committee and other user groups to revise the GMD policy. CDSAC members expressed support for restricting input of GMDs to field 245 only, using GMDs used by LC, eliminating those specifically not used by LC for materials LC catalogs, and making the GMD standard the same for both I-level and K-level records. In addition, OCLC staff examined the question of inclusion of brackets and decided it would be best to conform to USMARC specifications and require brackets in GMDs.

The current policy is outlined in section 2.1, Original Cataloging and Copy Cataloging, in the Bibliographic Formats and Standards document. The guidelines are written from the standpoint of current original cataloging under AACR2R rules. The guidelines specify inputting the GMD in field 245 only, in lowercase letters, with brackets around the GMD, whether I-level or K-level input. The list of GMDs given in the document is based on those found in Library of Congress rule interpretation for AACR2R rule 1.1C. The GMDs for text, manuscript, map, music, etc. are omitted from the list in accord with LC practice. There are additional GMDs on the list to be used for materials on which LC has made no decision because LC does not catalog that type of material.

If you are inputting pre-AACR2 retrospective copy, record any GMDs in field 245 in the form and style required by pre-AACR2 rules and LC practice as far as can be determined. Omit all GMDs from added entries. OCLC staff are investigating possible database scans to add, remove, and correct GMDs in existing records.

Users can locally edit records to add, remove, or change GMDs as needed for their local catalogs. The card print program will still supply brackets if they are not present when a record is produced.

The current policy on GMDs eliminates the conflict between LC and OCLC practice and will result in greater consistency via a single simplified standard.

NEWS AND ANNOUNCEMENTS
Barbara Vaughan, Column Editor

"Activity card" has now been added, officially, to the list of GMDs in AACR2R. This GMD was approved by the Joint Steering Committee some years ago but could not be used until the decision was published. The recent publication by ALA of Amendments 1993 fulfills that requirement.

The OCLC type of material code "o" is for flash cards and activity cards. I don't recall whether MARBI was asked for a separate code for activity cards, but think not.

At any rate, we can now correctly label activity cards as such in 245 subfield h. Long-time members of OLAC may remember the article I wrote for v.2 no.1 of the *OLAC Newsletter* on activity cards and the problems with them, not the least of which was 1) identifying them, and 2) naming them. That was 12 years ago.

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Nancy Olson is scheduled for a sabbatical during December 1994-March 1995 and will be available for AV workshops, consulting, speeches, etc. She will also be teaching a 5-day workshop (9-5 each day) at the University of Pittsburgh August 1-5, 1994. She's been teaching this at Pitt for many years and always has a good group of people, a mixture of regular Pitt students and catalogers from all kinds and sizes of libraries, and from all over the country. Part of each day is spent cataloging in small groups. Then each group discusses what they did. At the end of the week, many students have commented that it was fun -- and they never expected cataloging to be fun.

Questions about registration, fees, housing, etc. should be addressed to: Mary K. Biagini, Associate Dean, School of Library and Information Science, University of Pittsburgh, Pittsburgh PA 15260. Phone (412) 624-5231.

Questions about content to: Nancy B. Olson at her address above.

QUESTIONS AND ANSWERS
V. Urbanski, Column Editor

The first three questions were asked during the Q&A Session of the OLAC Business meeting during ALA in New Orleans. Panelists include: Nancy Olson (Mankato State

University), Glenn Patton (OCLC), Ed Glazier (RLG). The Q&A Session was moderated by Sheila Smyth (Nazareth College)

QUESTION: We have recently received several music scores that were produced using a computer program. They have handwritten composer's notes on them. We also have been getting handwritten scores that have been photocopied. Should we use a photocopy note or a "reproduced from holograph" note? They are not commercially published, but are reproduced at someone's home and shipped to purchasers from that address. We order them from a catalog and send out a purchase order.

ANSWER: It looks like the composer is distributing and that is as close to publishing as we're going to get. Being produced from a computer certainly does not preclude them being treated as manuscripts, just as a typescript is considered a manuscript. There are really more arguments against using the 533 than there are for using it. Cataloging something as a reproduction implies that it is a reproduction. Here the status of the original is questionable. Is the original separate and different from the "reproduction"? It is hard to say that. --John Attig (Penn State U.)

This is desktop publishing, but why differentiate desktop publishing from commercial publishing? If it acts like a published item, treat it as if it were published. If it's impossible to tell the difference, then it is not worth the effort to differentiate. I would avoid using the term "holograph" which implies the handwriting is that of the author. --Glenn Patton

I'd make a note mentioning the handwritten notes on the scores, but that certainly doesn't make the whole thing a holograph. --Ed Glazier

You could make a note saying computer-generated music with handwritten marginalia by the composer. --Ian Fairclough (LSU, Shreveport)

There is so much of the desktop publishing going on now, it may not be worth mentioning specifically that it is a computer- generated copy. Remember also, that the marginalia may or may not be in the composer's hand. --Catherine Gerhart (University of Washington)

QUESTION: We have purchased a series of 12 videocassettes. They were originally issued by a university, which used them as training materials. They have now been reissued by someone else. We want to do a contents note with the titles of the twelve videos. The titles on the title frames (which are the same as the titles in the instructor's manual) differ from the titles on the containers and cassettes. Should I make a contents note plus a variant titles note with all the variant titles listed?

ANSWER: A contents note is a formal transcription, but information can be bracketed into it, such as container title, cassette title, etc. Then make all the added title entries that are needed. Just making a note "title varies" won't help the patron, because they may be looking for the item under a certain title from a catalog, advertisement, or other citation.

The title they are looking for may be very different from the one that is on the title frame. Try to include in the cataloging every title on the item and trace them all. --Nancy Olson

If the problem cited applies to all the cassettes, an all- encompassing note could be made saying: "Alternative titles from cassette containers: ...." listing the alternative titles all together instead of bracketing them in the main contents note. --Bernard Karon (U of Minn.)

QUESTION: We are cataloging a piece of music for two percus- sionists and a tape. Is that a trio? The score has three lines, one of which is labeled "tape."

ANSWER: In a recent *Music Cataloging Bulletin* there was an article on cataloging electronic music in which LC said that this would be treated as a duet because the tape is not considered to be a performer. It also should classify as a duet. --Catherine Gerhart

QUESTION: I have a video with two distinct movies, each with its own title and credits. I am setting up the record according to 7.1G2 (e.g., 1.1G3). My question is how do I deal with the running time in the 300? Do I show a total time and make a note about the individual times or can I do something like:

1 videocassette (43 min. ; 18 min.)

ANSWER: I would put the times in a separate note rather than in the 300. Music catalogers do this all the time following 6.7B10. I associate "duration" with music and would probably use the phrase "running time." For example, "Running time: 43 min. (1st work); 18 min. (2nd work)." One could argue about including "1st work, 2nd work," but this is a bit unusual for films and I would be more comfortable being specific. The running times could also be incorporated in the summary note. -- VU

QUESTION: Why do records have added entries for the production/distribution companies, like PBS Video or Films for the Humanities?

ANSWER: The production company and distributor are both bibliographically significant and should be traced. I had my doubts about the ongoing value of tracing the distributor and eliminated them from our bib records for a "season" or two. We started having duplicate purchases of media materials crop up as new titles arrived. When I investigated, it turned out that the bibliographer for media materials was using the production company and distributors she found listed in the OPAC as part of her checking to see if we owned a title. She reported that professors often do the same. I decided it was much more helpful for them if we provided the added entry than attempt to argue the merits of such an added entry. It takes some effort as many of the companies need to have original authority work done to establish the form of the name, but at least they are "hard working" entry points for our audience. This experience also points up the value of consulting with colleagues rather than rabbiting off on our own, based on heaven knows what evidence of the rightness of a decision---always good to be reminded of the value of cooperation! -- VU

QUESTION: I have come across a record in OCLC that has NTSC in the 538 field. I am unclear as to what this means. The record has another 538 with VHS in the note.

ANSWER: I cannot find that there is any new recommendation to start including NTSC in the 538. I have also seen it included on bib records lately. NTSC is the broadcast standard for the U.S. Most videos that are not labeled to the contrary are assumed to be recorded using the NTSC standard. Since NTSC is the U.S. standard, it has not heretofore been thought necessary to state specifically in the bibliographic description that it was an NTSC recording. We do, however, indicate if the item is not NTSC (see below). It is not necessary to state NTSC in the bib record. If this information is included on a bib record, I would not put it in a separate 538 note, but merely include it with VHS (such as, VHS format, NTSC). Manufac- turers are starting to say explicitly that videos are NTSC recordings, especially for videodiscs.

OLAC Newsletter v.9, no.2, page 6, has a concise discussion by Glenn Patton of the PAL and SECAM standards which are the other two standards that cause concern. It has been a while since we discussed this topic so it may be a good time to review Glenn's discussion. -- VU

> PAL (phase alternation line) and SECAM (systeme electronique couleur avec memoire) are European color broadcasting standards. Although both resemble (and indeed improve on) the U.S. broadcasting standard (NTSC), they are not compatible with that standard, nor are they compatible with each other. PAL originated in West Germany and is used in the United Kingdom and most of western Europe. SECAM originated in France and is also used in the Soviet Union and eastern Europe. PAL and SECAM standards are also used in the transmission from a videorecorder to the television monitor which is attached. Both must be able to process according to the same standard. You should certainly include this information as a part of a physical description note (7.7B10) since it is an important part of identifying whether or not a videocassette is usable in a particular videorecorder.

Last modified: December 1997