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## Test #2 OCLC reclamation

Sarah H. Theimer  
*Syracuse University*

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## Reclamation 2013 Summary

We accomplished:

1. Summit MARC records (with documented exceptions) now have OCLC number in the 035.
2. Appropriate OCLC records now have our holdings on them
3. Our holdings have been deleted from inappropriate OCLC records.
4. We identified populations of MARC records with quality issues

### **The point of reclamation**

Bobbi noted in 1/18/2013 email "The fact that we have active bibliographic records in the catalog with no OCLC number is coming up more and more as a problem. It is a problem with WorldCat collection Analysis and it is a problem in representing our collection correctly with Hathi Trust. " We also knew that there was a lesser problem of records in OCLC that we had withdrawn that still had our holdings symbol attached. The Reclamation process resolved these problems.

### **Inclusion Criteria**

In a 2/19 meeting Sarah, Bobbi and Nancy identified criteria for records being sent for reclamation. We recognized that not every record in our local catalog should have a master record created in OCLC. We decided the reclamation project should include all records from the owning libraries of SU, SCRC, BELFER and ARCHIVES with the following exceptions:

Suppressed records

Laptops, keys and other items

Items on reserve only (with No library copy)

E- monos (We want to make sure we are including all inet material that is a Gov Doc.)

The Lexis Nexis load.

On order

On the fly records

International locations

Ncat locations

RDI records in Belfer

## **Pre Reclamation preparation**

SCRC discussions: There were many SCRC records lacking an OCLC 035. Michelle explained that at some point long ago, MARC records for the manuscript collections were uploaded to WorldCat. “I believe it was a bulk upload at one time (the 1980s or 1990s, maybe?) but I can’t recall for sure what I was told. They have not been uploaded since I have been here, nor have any existing ones been updated in WorldCat. So as of now, perhaps half our manuscript MARC records are not in WorldCat at all (meaning, I assume, that they also don’t have an OCLC number), while the ones that are in WorldCat are all out of date and very likely incorrect to various degrees.”

A quick report revealed that there are 2123 MARC records for SCRC collections. Only 22 have an oclc number in 035.

Surface discussions: Yuan explained how Surface is used by Worldcat. WorldCat syncs the metadata page only and link to the actual record. So as long as we have the record in SURface, it will go to worldcat regardless it is a full text or a link or nothing. “Currently, most collections are synced and I have to manually go in to sync the new ones. I haven’t gone in to do so for months. Worldcat probably gets behind. I’ll go in and sync the new ones.”

## **Created, Ran and analyzed Pre-Reclamation Reports**

Reports were created and reviewed in order to:

- identify other categories of material to exclude from reclamation
- identify records whose quality is unacceptable
- Identify problems in records that would inhibit correct OCLC matching
- Identify records that should be suppressed

See Appendix for Detailed Reports . See Parking lot for issues that were raised.

## **The reclamation process:**

In July we harvested the Reclamation records and sent them to OCLC

- Records sent to preprocessing 1,846,229
- Records matched 1,801,498
- Records added: 26,036
- Records unresolved: 18,681
- Holdings set: 1,827,489
- Records used to enhance other records: 28,428

We were sent a list of Voyager number and the OCLC that was matched by OCLC. Merritt added those OCLC numbers into the existing Summit records.

## POST-RECLAMATION CLEAN-UP

Verified that records that had been identified as lacking an OCLC number in the 035 now have one and that our holdings are attached to that OCLC record

They sent us back a small number of records that could not be processed due to character problems. These were corrected.

They sent back files of unresolved record. The unresolved records had failed the matching process due to internal conflict.

- Over 17,000 were e-resources (Not resolved. Kelley has them)
- Many were conflicts between type a and type e for atlases. RESOLVED
- Bobbi told us to ignore cassette records, ignore the architectural drawing records and ignore e-resources. A small number of cassettes, Architectural drawings and e-resources should be noted as populations who may not have holdings on OCLC and an OCLC 035)
- Identified a problem with Microfilm 300 records. The records are for print and the holdings records are for the microfilm. (See Parking Lot)

## PARKING LOT ISSUES

These are issues that were identified during the reclamation process, but because these problems did not have a direct immediate impact on reclamation they were set aside for further consideration.

- Up to date OCLC records?
  - We loaded the OCLC record number into our Summit records. In many cases there is a more up to date/different/enhanced record in OCLC. Do we choose some (or all) of these to import and overlay into the local catalog?
- The 035 field
  - Can we clean up the 035 field so it only contains OCLC numbers instead of also Voyager Bib ID numbers?
  - If there are exceptions, let's have a known list of exceptions (some batchloads) It messes up matching.
- SCRC
  - We need to develop workflow to get EAD records-MARC into catalog/OCLC and updates must appear in all places
  - We need to get existing records in Summit into OCLC.
- Locations
  - We run reports to verify that locations which should be not in use are indeed empty
  - The ncat locations need cleaning up. We haven't been adding for years but old stuff is there.
    - 163 unsupressed mfhds an ncat location
      - 143 in ncat, micro
      - 20 in ncat,scat

- LITTLE BIB RECORDS: We did not send little bib records out to reclamation. There could be material in this population that would pertain to Hathi and/or Collection Analysis. We should look further into this population of records.
  - Many 2 lines bibs for material at fa,sr and fa,la. Are all these truly active bibs?
  - These on the fly records seem to just sit around. Most seem to have complete record and just need to have the item record moved and the on the fly record suppressed. Whatever the process for changing these records it needs to be improved. Some of these might be items in need of cataloging and we would never know.
  - How often are we running the orphan bib report because I am finding more of them than I would have thought?
  
- POLICY QUESTIONS
  - Found bird,chin records where there was no paired field for the 300 field so it only appeared in Chinese version of the record. . This came up also with Arabic records We don't have an articulated policy on records with no English fields.
  - ETDs do they need to be in catalog and in Surface?
  - Microfilm 300 were cataloged consistently as microfilm. Even microfilm was not cataloged consistently. (a vs t)
  - Some SCRC record had record type changed to file correctly for Summon facets. They failed the OCLC matching What is our policy on that?