Recording EAST
Serials/Journals Retention Commitments

Agenda:

- Review of Retentions Confirmed - Cohort 1 4-6
- Using the 583 field to Record Serials Retentions
- How to Record Optional Validation
- Recording Commitments in your ILS
- Recording Commitments in PAPR
- OCLC Shared Print Registration Service
- Timeline / Next Steps
Review of Retentions Confirmed

Over 9,000 titles have been confirmed for retention

Some reasons for rejections:
Not on Shelf / Withdrawn
Out of Scope:
  Reference materials
  Annuals/Monographic Series
  Government Document

THANK YOU!
EAST Shared Print Disclosure

The EAST Disclosure Policy states that "EAST Retention Partners will record EAST retention commitments in their local catalogs to prevent withdrawal of these volumes. Retention Partners will also disclose EAST retention commitments in regional and national/international systems (e.g., OCLC WorldCat) in ways that are consistent with emerging national or international standards."
Reminder of work so far on recording retentions...

Working Group Website:
https://sites.google.com/a/blc.org/583-group/

Linked from Member Resources / Documentation sidebar on eastlibraries.org

Includes background and tutorials on the 583 field for monographs and how to record and display it in various Integrated Library Systems.
Quick Review of the 583 Field for Monographs

583 1_ |a committed to retain |c 20160630 |d 20310630 |f EAST |u
http://eastlibraries.org/retained-materials |5 NRU

583 1_ |a committed to retain |c 20160630 |d 20310630 |f EAST |u
http://eastlibraries.org/retained-materials |5 MeWC |z Retained for EAST
Using the 583 field to Record Serials Retentions

Subfield 3 - Materials specified
For monographs can contain volume or copy information
For series – holdings to which action applies. Enter the range of holdings and indicate gaps if known.

“Include if this 583 Action Note describes part of the holdings or a different set of holdings than were specified in the LHR holdings fields (85x/86x/87x or 866). ”

EAST encourages ALWAYS including the |3 if possible.
Depending on your ILS and number of commitments, it may be a manual process to add the |3. We still strongly encourage you to do so.
Looking again at a 583 w/ subfield 3

583 1_ |3 v.3:n.4 (1991) - v.10:n.4 (12/1998) |a committed to retain |c 20160630 |d 20310630 |f EAST
|u http://eastlibraries.org/retained-materials |5 NRU
A note about holdings statements

v.1-v.24 (1978-2003) -- preferred format
1-24 1978-2003

CRL recommend using guidelines outlined in ANSI/NISO Z39.71-2006 (R2011), Holdings Statements for Bibliographic Items

5.5.1.5 Gaps and Non-Gap Breaks: Record and display data in a positive sense; that is, emphasize that which is held rather than that which is not.

1942-1990, 1994-
NOT 1942-, missing 1991-1993
How to Record Optional Validation

Multiple 583s can be used to record levels of validation ‘completeness reviewed’ and ‘condition reviewed’

583 1 *3 v.1 (1929)-v.13(1941), v.15(1943)-v.20(1948),v.22(1950)-v. 32(1960)
‡a committed to retain ‡c 20160630 ‡d 20310630 ‡f EAST ‡u
http://eastlibraries.org/retained-materials |5 NRU

583 1 ‡a completeness reviewed ‡c 20160630 ‡d 20310630 ‡f EAST
‡i volume-level ‡l missing volumes ‡z missing v.14,v.21
How to Record Binding Oddities

Multiple 583s can be used to record binding oddities:
‘completeness reviewed’

583 1 *3 1948-1963 *a committed to retain *c 20160630 *d 20310630 *f EAST *u http://eastlibraries.org/retained-materials |5 NRU

583 1 *a completeness reviewed *c 20160630 *d 20310630 *f EAST *l binding patterns vary *z no. 88 1958 bound with v. 60.
### Preservation & Digitization Actions: Terminology for MARC 21 Field 583

<table>
<thead>
<tr>
<th>Standard $l$ terms used when $a =$ condition reviewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>acidic paper</td>
</tr>
<tr>
<td>alkaline paper</td>
</tr>
<tr>
<td>annotated</td>
</tr>
<tr>
<td>blocked</td>
</tr>
<tr>
<td>brittle</td>
</tr>
<tr>
<td>damaged</td>
</tr>
<tr>
<td>defaced</td>
</tr>
<tr>
<td>delaminated</td>
</tr>
<tr>
<td>do not treat</td>
</tr>
<tr>
<td>faded</td>
</tr>
<tr>
<td>flaked/cracked</td>
</tr>
<tr>
<td>foxed</td>
</tr>
</tbody>
</table>

Note: Use of the terms above is encouraged. If alternate terms are necessary, however, record them using natural language in $x$ or $z$.

**Example:**

583 0# $a$ condition reviewed $c$ 20041202 $l$ oxidized $x$ redox $2$ pda $5$ DLC

**Example:**

583 0# $a$ condition reviewed $c$ 20041002 $l$ damaged $z$ pressure-sensitive tape $2$ pda $5$ DLC
583 Guidelines from other programs

**OCLC:** https://www.oclc.org/en/services/shared-print-management/metadata-guidelines.html

**ASERL:** http://www.aserl.org/programs/j-retain/standards-for-use-of-the-marc-583-field/

**WEST:** http://www.cdlib.org/services/west/docs/WESTDisclosurePolicyFinalR
583 Guidelines from other programs - Caveats!

2. WEST Silver title (example of holdings at UC SRLF, originally from UCLA)

Leader cy a3n
007 ta
008 1107210u 8 1001aaeng0110728
022 0128-9035
561 CLU ‡5 CLU_MU
583 committed to retain ‡c 20120331 ‡d December 31, 2035 ‡f WEST ‡u
http://www.cdlib.org/services/west/docs/WESTProgramStatement.pdf ‡f WEST Silver ‡f UC Shared Print
583 completeness reviewed ‡c 20120331 ‡f WEST ‡f WEST Silver ‡f UC Shared Print ‡i
volume-level ‡i missing volumes ‡z missing v.14, v.21
852 ZASSP ‡b CLU_MU
866 ‡8 0 ‡a v.1 (1929)-v.13 (1941), v.15 (1943)-v.20 (1948), v.22 (1950)-v. 32 (1960)
Getting back to the EAST Example

583 1 *3 v.1 (1929)-v.13 (1941), v.15 (1943)-v.20 (1948), v.22 (1950)-v.32 (1960)
‡a committed to retain ‡c 20160630 ‡d 20310630 ‡f EAST ‡u http://eastlibraries.org/retained-materials | 5 NRU

583 1 *a completeness reviewed ‡c 20160630 ‡d 20310630 ‡f EAST
‡i volume-level ‡l missing volumes ‡z missing v.14, v.21
But my data isn’t in that format.....

Data we received varied
We are reviewing and updating as necessary
You will receive a link to a final list of retentions
Recording Retentions in your ILS

https://sites.google.com/a/blc.org/583-group/recording-retention-commitments

Instructions for Serials (or what we know so far):

- Aleph
- Alma (pending)
- Millennium / Sierra
- Voyager
- WMS - OCLC does not have a mechanism for this yet
Eastern Academic Scholars’ Trust (EAST)

Program Description
The Eastern Academic Scholars’ Trust (EAST) is a shared print initiative of 48 partner libraries in the Eastern United States. In the fall of 2014, the Boston Library Consortium (BLC) agreed to act as the host institution for the EAST project with responsibility for staffing, fiscal oversight, and management of grant proposals and awards. In parallel with the collection analysis and development of retention commitments, the EAST libraries have developed policies that will govern the membership and be incorporated into the Memorandum of Understanding (MOU), which is to be signed by all EAST members.

Review Profile Link: https://www.crl.edu/profiles/eastern-academic-scholars%20Trust-East

Program Details
- Program URL: https://eastlibraries.org/
- Organization URL: https://eastlibraries.org/
- Members List: https://eastlibraries.org/members
- Country: USA

Operating Details
- MOU URL: https://eastlibraries.org/sites/default/files/BLC_Uploads/Memorandum%20of%20Understanding%20October_14_2016.pdf
- Archive Type: Print
- Status: Operational
- Format Archived: Mixed
- Selection: A large-scale analysis of the print collections of the EAST Retention Partner libraries by Sustainable Collection Services (SCS) determined which titles members have committed to retain. The EAST Retention Partner Libraries use the results of this analysis to develop print retention policies that are fair and sustainable.
Serials & Journals Retentions: PAPR

Sample spreadsheet for deposit:  https://goo.gl/oLYCyW
Requires Marc Organization code and OCLC Symbol

(OCLC Symbol | OCLC HLC | MARC ORG CODE)

EAST will intermediate this on behalf of the library
Updating Retentions in PAPR

Basics

- Serial holdings disclosures are loaded into PAPR in batches, or files containing multiple LHR records.
- Records, in a batch, can be for a single institution and location or multiple institutions or locations.
- Libraries can provide the LHR records or CRL can format them from holdings records exported from library catalogs or from information in spreadsheets.
- File naming convention for contributed files: [OCLC symbol]_[yyyymmdd]
- Load file into the PAPR folder in CRL’s EAST ftp account.
- Send an email to cjurczyk@crl.edu, alerting us that the file has been loaded and how many records it contains.
- Updates are usually made by deleting all existing records and reloading all records, even those without changes.

Match Point

- A valid ISSN (022$a) or OCLC number, ideally both.
  - The OCLC number must be in a valid format, either all digits, or a numeric string prefixed with a valid OCLC number prefix: ocn, ocm, (OCoLC).
  - The OCLC number must be supplied in a consistently used tag used only for that purpose. This value is specified as part of the command line script and will be applied to all records in a file.
  - The ISSN must be in the 022a
Book forum.

Program: Eastern Academic Scholars’ Trust (EAST)

- Publisher: Hudson River Press
- Print ISSN: 0094-9426
- Electronic ISSN:
- OCLC Number: 1795991
- Validation: volume-level validation
- Retention: 20310630
- Institution: Bard College
- Facility: Stevenson Library (Bard College)
- OCLC Symbol: VVP

<table>
<thead>
<tr>
<th>Materials</th>
<th>Archive Action</th>
<th>Date of Action</th>
<th>Status/Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>v. 1-v.6 (1975-1984)</td>
<td>committed to retain</td>
<td>2016-06-30</td>
<td></td>
</tr>
<tr>
<td>v. 1-v.6 (1975-1984)</td>
<td>completeness reviewed</td>
<td>2016-06-30</td>
<td></td>
</tr>
</tbody>
</table>
OCLC Shared Print Registration Service

No timeline yet for serials. Existing programs continue to use a second shared print symbol for disclosure in WorldCat.
Timeline / Next Steps

**March:** Final formatted allocations lists submitted to CRL
By **May 1:** Record retentions in ILS, send example to EAST
**Cohort 2** coming online over the next few months

Kickoff Next Week!

EAST is now a **Rosemont** Member
Examples from CRL to look at during Q & A

\[ \text{LDR 00595ny 22001453n 4500} \]
\[ =561 \text{ \textasciicircum aAZU} \]
\[ =001 .c1031715 \]
\[ =004 .b14794032 \]
\[ =005 20170608140117 \]
\[ =008 8611245u\\0\\0001uueng0170614 \]
\[ =022 0\text{.a0714-9808\text{I0714-9808}\text{S24}} \]
\[ =035 \text{\textasciicircum a(OCoLC)9586298} \]
\[ =583 1\text{.v.1-23 (1982-2004)\text{acommitted to retain}\text{s20170608}\text{d20351231}\text{fWEST}\text{fWEST Bronze}\text{jAZUSP}\text{2pda}\text{5AZU} \]
\[ =852 \text{\textasciicircum aAZUSP\text{bAZUA\text{hHQ1060\text{i.C3}}} \]
\[ =866 \text{\textasciicircum av.1:no.1 (Spr. 1982)-v.23:no.4 (Win. 2004) \]

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Comments / Questions / Concerns

Questions can be directed to Sara Amato, EAST Data Librarian

Email anytime: samato@blc.org, or request a phone/web meeting

Documentation on the EastLibraries.org website: http://eastlibraries.org/member-resources