Thanks to all who contributed to this issue of the Newsletter. The Newsletter is an occasional publication of the Music OCLC Users Group. Editor: Ann McCollough, Sibley Music Library, Eastman School of Music, 26 Gibbs St., Rochester, NY 14604. Communications concerning the contents of the Newsletter should be addressed to the editor. Correspondence on subscription or membership should be forwarded to Pam Juengling, Music Library, Fine Arts Center 149, University of Massachusetts, Amherst, MA 01003 (dues: $5.00 for individual members, $10.00 for institutional members, $15.00 outside the U.S.; back issues no. 21-33 are available from the Treasurer for $4.00 per copy).

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FROM THE CHAIR

This issue of the MOUG Newsletter represents a two-year retrospective of activities in MOUG, with contributions from the outgoing Board members. In my last "From the Chair" column I would like to thank Don Hixon, Ann McCollough, Pam Juengling, and Dean Corwin for their efforts on behalf of MOUG. Each donates untold numbers of hours of work "behind the scenes" in order to keep the organization running smoothly. It is often more difficult to maintain vitality in a stable, relatively well-funded organization such as MOUG than in a brand new venture. For this reason, it is entirely appropriate that during this tenth year of MOUG's existence we are examining our goals and how we can achieve them in view of the changing library environment and OCLC's changing role in that environment. We still have many opportunities and challenges ahead.

I am pleased to announce that Ralph Papakhian (Music Library, Indiana University) has been appointed Coordinator for the NACO-Music Project (formerly known as the REMUS Project) replacing Richard Jones. The Board is taking several steps to revitalize this project, and I hope to have more to report at the MOUG Annual Meeting in Minneapolis and in the next issue of this Newsletter.

If you have not yet voted in the MOUG election, I encourage you to return
your ballot before the January 15 deadline. I also urge you to attend the Annual Meeting in Minneapolis on February 8-9, 1988.

On a personal note, I am happy to announce that effective January 1, 1988, I will become permanent Head of the Bibliographic Services Department for the Case Western Reserve University Libraries, a position I have held on an acting basis since February 1987. While it is with very mixed feelings that I leave active involvement in the music library world, my involvement with music continues: in helping to plan the 1989 Music Library Association meeting for Cleveland, and as a performer.

I extend to you all best wishes for a healthy and prosperous 1988!

Timothy Robson
Case Western Reserve University

********************************************


CHAIR
Timothy Robson
Bibliographic Services Department
University Libraries
Case Western Reserve University
11161 East Blvd.
Cleveland, OH 44106

VICE-CHAIR/CHAIR ELECT
Don Hixon
University Library
Acquisitions-Catalog Depts.
University of California
Irvine, CA 92713

SECRETARY/NEWSLETTER EDITOR
Ann McCollough
Sibley Music Library
Eastman School of Music
26 Gibbs Street
Rochester, NY 14604

TREASURER
Pam Juengling
Music Library
Fine Arts Center 149
University of Massachusetts at Amherst
Amherst, MA 01003

CONTINUING EDUCATION COORDINATOR
Dean W. Corwin
Roscoe L. West Library
Trenton State College
Hillwood Lakes CN 4700
Trenton, NJ 08650-4700
**FINANCIAL REPORT**

3rd Quarter 1987

Balance end of 2nd quarter 6766.20

**INCOME**

NOW Interest 76.05

Total INCOME 76.05 6842.25

**EXPENDITURES**

Printing 118.00
Summer Board mtg. 1087.46
Deposit reversal 10.00

Total EXPENDITURES 1215.46 5927.76

Balance end of 3rd quarter 5927.76

**FROM THE EDITOR**

In preparing this, my last, *MOUG Newsletter*, I have asked the members of the MOUG Executive Board, and Jay Weitz (perhaps an honorary Board member?) to summarize the activities of MOUG over the last two years as they relate to their respective positions within the organization. As I read through these summaries, I'm amazed at how far we've come. In terms of my position as Secretary/Newsletter Editor, the most noticeable change has been the use of WordPerfect, a word-processing software package, to produce the newsletter. I have enormous respect for my predecessors at Indiana who produced such a fine product with a typewriter. Other changes have included the decision to economize by mailing the Newsletter third class, bulk mail. Along with this goes my apologies for any delays you may have experienced as a result of this. This past year, I produced *The Best of MOUG*, a real best seller. Now that access to the online authority file has been enhanced, I will have to set up a remainder table at the MOUG meeting for anyone who wants a copy for old time's sake.

I'd like to thank everyone who contributed to the *Newsletter* over the last two years, particularly Joan Schuitema and Jay Weitz of OCLC. I think you'll agree that their articles were always informative, helpful, and entertaining.

I hope you enjoy this issue of the Newsletter, a sort of retrospective. In addition to articles from current Board members, I have included several excerpts from past newsletters which I continue to find very useful, and hope you will, too.

Again, my thanks to all.

Ann McCollough
Eastman School of Music

**FROM THE NEW CHAIR**

I look forward to my role as MOUG Chair for the two years commencing at the close of the annual meeting in Minneapolis this coming February. The Nominations Committee has put together a fine slate and, no matter who the "victors" turn out to be, I predict a very productive term. While my agenda is not fully formed at this point, I'm certain that the upcoming MOUG meeting will produce much in the way of suggestions and ideas. Clearly, we need to introduce more people to MOUG, and not only academic library catalog departments; our influence must be more far-reaching. Tim Robson, our current Chair, has laid the foundation for achieving greater outreach and identity, and I certainly hope to build on his storehouse of ideas on this and related themes. Before I get carried away with further metaphors, let me just say that I anticipate an enjoyable and productive term, and want to thank you for the opportunity to serve.

Don Hixon
University of California, Irvine
FROM THE TREASURER

The status of the MOUG treasury is very healthy, as indicated by the current balance of $5927 at the close of the 3rd quarter of 1987. While that may seem to be a rather large sum, it is important for MOUG to keep a balance that will cover annual meetings, routine expenses, publication of the newsletter etc., should unforeseen expenses be incurred. For example, the annual meeting arrangements are made months in advance, the speakers and hotel engaged and registration fee set, all before the number of attendees is known. It is necessary to have sufficient funds on hand should it become necessary for the treasury to foot the bill in the unlikely event that we "threw a party and nobody came." Such has hardly been the case, for attendance at annual meetings has been excellent and response to the recent Best of MOUG project has far surpassed our optimistic projections (receipts for Best of MOUG sales total nearly $1000 for the eleven months it has been available) - a real best seller!

MOUG membership levels have been quite stable over the past two years. As of December 1987, personal membership stands at 220 (down from 244 in 1985) and institutional membership at 278 (down from 292 in 1985). The decrease may be due to the fact that a number of unpaid members have been deleted from the membership rolls and are simply no longer being carried. We are always interested in adding new members, and welcome your suggestions as to how we might spread the word!

Pamela Juengling
University of Massachusetts at Amherst

FROM THE CONTINUING EDUCATION COORDINATOR

My primary responsibility as Continuing Education Coordinator of MOUG for the past two years has been to act as chair of the program committees for the Eugene and Minneapolis annual meetings. In this capacity, I have attempted to formulate well-rounded programs which address both immediate needs as well as long-range problems. Over the past several years, the goals and direction of the group have been in transition, and the programs of the meetings have reflected that change.

I wish to express my sincere appreciation to the members of the program committees for the two meetings. Their assistance in suggesting program topics and speakers was invaluable to me.

Dean Corwin
Trenton State College

NEWS FROM OCLC

It's hard for me to believe that another MOUG annual meeting is almost here. Looking through the program, I am reminded of how MOUG has grown during the past two years, not only in numbers, but also in scope. It has not been that long ago that a MOUG program consisted almost entirely of a day-long tagging workshop accompanied by a business meeting. Such programs have been replaced by sessions on retrospective conversion of music materials, planning for local online systems, and other uses for OCLC terminals and workstations in the music library. A desire to learn more about all OCLC products in order to ascertain their potential usefulness in music library settings can be seen by sessions on music reference use of OCLC as well as demonstrations of new products such as OCLC's Search CD450. Other meetings, such as those relating to the Music NACO Project, show that MOUG is also involved in national cooperative ventures.

This communicates to OCLC the fact that the MOUG membership possesses not only a good understanding of current
library automation issues, but also is willing to work with OCLC to provide useful products and services. I have often stated that MOUG is one of OCLC's most active user groups. I hope that this statement continues to ring true in the coming years. Such active involvement would assure that OCLC music user needs, whether in technical services or reference, would be met in the development of the New Online System as well as other new products and services. If that seems like a big responsibility, you're right. However, based on past history, it seems as though MOUG is indeed up to it.

I am happy to announce that OCLC will once again be exhibiting at MLA after an absence of many years. This is due primarily to repeated requests to do so from MOUG. So plan to stop by and see some of the new products OCLC is offering such as CAT CD450 and Search CD450 and perhaps give some thought as to how such tools might be of use to music libraries.

I look forward to seeing you all in Minneapolis.

P.S. Has anyone noticed that authority records for Bach are now retrievable? How about the subject heading for harpsichord music? If not, be sure to read OCLC Technical Bulletin 180.

Joan Schuitema
Marketing & Users Services Division
OCLC

MORE NEWS FROM OCLC

Where does one begin when reviewing music-related activities and events at OCLC over the past two years? Surely, the December 1985 initial load of the LC Music records must rank high on most lists. From the modest beginning of some 8,321 records, there are now well over 21,000 LC-created records for scores and sound recordings. This amounts to about 2.7% of the over 783,000 music records in the Online Union Catalog as of October 1987.

Enhance libraries, now numbering eleven for sound recordings and ten for scores, have been extremely busy over recent years. Since the inauguration of Enhance in 1984, over 55,000 records in the two music formats have been upgraded. As of this writing, a new round of Enhance applications is being sought in all formats, for evaluation and selection in winter and spring of 1988. At the Eugene, Oregon MOUG meeting in 1987, OMRAC officially folded and had its record-enhancement function folded into Enhance, as most of its members achieved Enhance status.

At OCLC the Online Data Quality Control Section (ODQCS) has been doing its utmost to stanch the ever-rising tide of duplicate records. Since the merge holdings function became active in September 1983, we have eliminated over 220,000 duplicate records. Users now report duplicates in all formats via the duplicate record report form found in the Cataloging: User Manual. There is no backlog in sound recording updates and we are working our way through the backlog of LC updates for scores, having reduced it by about a quarter within the past six months. AACR2 updates are the first priority, as LC wants to upgrade those to MARC.

Numerous enhancements to the online system have made life easier for music users over the past two years. The Music Publishers Number index was activated in mid-1985 along with the addition of the no-dates search qualifier and the substitution of publisher information for place of publication in truncated entries. Late in 1985, users gained the ability to upgrade minimal-level records (Encoding Levels O, K, M, and 7) as they encountered them. Throughout the first half of 1987, the second system-wide AACR2 conversion was running, resulting in changes to headings in 36% of the records in the database.

Most recently, changes have occurred in the LC Authority File, as detailed in
Technical Bulletin 180. The LC Subject Authority File is now accessible online; topical headings can be retrieved using the new authority search key ("[5,3]"). Especially exciting to music users is the raising of the authority search limit from 256 records to 600 records, making such composers as J.S. Bach, Franz Schubert, Franz Joseph Haydn, and Wolfgang Amadeus Mozart once again searchable.

With the arrival and increasing popularity of the audio compact disc, various revisions to the physical description (300) and the beloved 007 field have been made over the past few years. Compact discs of the non-audio type promise some new approaches to cataloging as OCLC prepares to release its CAT CD450 product in the first half of 1988.

Music catalogers may be especially interested in the CD version of the authority file which will allow author/title searching not available in the online authority file. Records for scores and sound recordings will be included in the "Older Books and Most-used Nonbook Cataloging Collection" three CD's available as part of the CAT CD450 package.

Due to the retrospective nature of this MOUG Newsletter issue, we will refrain from the usual list of OLUC heading changes. Hope to see many of you at the annual meeting in Minneapolis.

Jay Weitz
Quality Control Librarian
Online Data Quality Control
Marketing & User Services Division
OCLC

USEFUL ITEMS FROM PAST ISSUES OF THE MOUG NEWSLETTER

TABLE FOR FIELD 033, SUBFIELDS b AND c

1. To code for a country, state of the U.S., or province of Canada: enter in subfield b the digits preceding the slash.

2. To code for a city or town: enter in subfield b the first three digits plus the digit after the slash; then cutter for the city or town in subfield c.

3. Do not: a) use a cutter in subfield c with a number in subfield b that ends in 0 or 5; b) use a number in subfield b that ends in 4 or 9 unless you also use subfield c; c) attempt to subdivide by county, region, or any other political or geographical subdivision than city or town on the basis of this table; d) code for an island from this table, unless its name appears here (for the last two cases go directly to the Class G tables).

Albania 6830/4
Argentina 5350/4
Australia 8960/4
Austria 6490/4 (V4, Vienna)
Belgium 6010/4
Bolivia 5320/4
Brazil 5400/4
Britain 5740*
Bulgaria 6890/4
Canada 3400*
   Alberta 3500/4
   British Columbia 3510/4
   Manitoba 3480/4
   New Brunswick 3430/4
   Nova Scotia 3420/4
   Ontario 3460/4
   Pr. Edward Island 3440/4
   Quebec 3450/4
   Saskatchewan 3490/4
Chile 5330/4
China 7820/4
Columbia 5290/4
Cuba 4920/4
Czechoslovakia 6510/4
Denmark 6920/4
East Germany 6090/4**
Ecuador 5300/4
Egypt 8300/4
England 5750/4 (L7, London)
Europe 5700*
Finland 6960/4
France 5830/4 (P3, Paris)
Germany 6080 * **
Germany, East 6090/4 (B3, E. Berlin)**
Germany, West 6295/9 (B3, W. Berlin)**
Great Britain 5740*
Greece 6810/4
Holland 6000/4
Hungary 6500/4
Iceland 6930/4
India 7650/4
Ireland 5780/4 (D7, Dublin)
Ireland, Northern 5790/4
Israel 7500/4
Italy 6710/4 (R7, Rome)
Japan 7960/4
Mexico 4410/4 (M6, Mexico City)
Netherlands 6000/4
New Zealand 9080/4
Northern Ireland 5790/4
Norway 6940/4
Paraguay 5380/4
Peru 5310/4
Poland 6520/4
Portugal 6690/4
Puerto Rico 4970/4
Romania 6880/4
Russia 7000/4 (L4, Leningrad)
Scotland 5770/4
Spain 6560/4
Sweden 6950/4
Switzerland 6040/4
Taiwan 7910/4
USSR 7000/4 (L4, Leningrad)
United Kingdom 5740*
United States 3700*
   Alabama 3970/4
   Alaska 4370/4
   Arizona 4330/4
   Arkansas 4000/4
   California 5360/4 (S5, San Francisco)
   Colorado 4310/4 (D4, Denver)
   Connecticut 3780/4
   Delaware 3830/4
   District of Columbia 3850/4
   Florida 3930/4
   Georgia 3920/4
   Hawaii 4380/4
   Idaho 4270/4
   Illinois 4100/4
   Indiana 4090/4
   Iowa 4150/4
   Kansas 4200/4
   Kentucky 3950/4
   Louisiana 4010/4 (N5, New Orleans)
   Maine 3730/4
   Maryland 3840/4
   Massachusetts 3760/4
   Michigan 4110/4
   Minnesota 4140/4
Mississippi 3980/4
Missouri 4160/4
Montana 4250/4
Nebraska 4190/4
Nevada 4350/4
New Hampshire 3740/4
New Jersey 3810/4
New Mexico 4320/4
New York 3800/4 (N4, NY City)
North Carolina 3900/4
North Dakota 4170/4
Ohio 4080/4
Oklahoma 4020/4
Oregon 4290/4
Pennsylvania 3820/4 (P5, Philadelphia)
Rhode Island 3770/4
South Carolina 3910/4
South Dakota 4180/4
Tennessee 3960/4
Texas 4030/4
Utah 4340/4
Vermont 3750/4
Virginia 3880/4
Washington 4280/4
West Virginia 3890/4
Wisconsin 4120/4
Wyoming 4260/4

* This number may not be subdivided by city; use the number for the province (e.g. Ontario), country (e.g. England) or state (e.g. New York) to subdivide.

** Germany: use 6080 for pre-partition Germany, or if E or W is unknown; for Berlin use 6299 B3 unless East Berlin is specifically intended.

Institutional members are encouraged to enter their subscriptions to the MOUG Newsletter through a vendor (such as Faxon or Ebsco). The office of the MOUG Treasurer changes every two years, which is very inconvenient for library serials departments to keep up with. Many institutional subscribers already enter their orders through a vendor, and it is a simple matter to handle all payments, claims, address changes, etc. Please encourage your institution to consider entering its subscription through a vendor, and institutional members take note!
MORE HANDY REMINDERS FROM BACK ISSUES OF THE MOUG NEWSLETTER

Type codes for music instructional materials and other things which cause problems:

LC guidelines published in MCB 13:7:3 (July 1982) and CSB no. 21 (Summer 1983) point out that instructional materials classified in MT170-950 which are "predominantly music" rather than "on musical topics" are to be considered type "c." The following subject heading subdivisions, if properly assigned, often serve such a purpose:

Instruction and study--usually "a"
Methods--may be either "a" or "c"
Studies and exercises--always "c"
Orchestra studies--always "c"
Teaching pieces--always "c"

The cataloger with the item in hand will usually be the best judge in such cases.

The following guidelines, based on LC practice, apply to hymnals, operas and their librettos, and various types of song collections:

**With music**

1. Hymnals with music (either fully harmonized or with only the melody) should be input as type "c."

2. Publications of operas containing words and music (either full scores, vocal scores, chorus scores or collections of arias) should be input as type "c."

3. Collections of art songs (Lieder, melodies, etc.) containing both words and music should be input as type "c." (See "Song" and "Art song" in Harvard Dictionary of Music, 2nd ed., for help in defining terms)

4. Collections of songs (popular, patriotic, national, ethnic, folk, political, etc., i.e., those classed in M1627-1998 in the LC classification), either with or with music, should be input as type "c."

**Without music**

1. Hymnals with only the texts and no music, as well as collections of hymn texts not related to a particular hymnal, should be input as type "a."

2. Separately published opera librettos containing no music should be input as type "a."

3. Collections of art song texts (often published with translations) should be input as type "a."

QUESTIONS & ANSWERS

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What is the evolution of the name OCLC?

The letters OCLC originally stood for Ohio College Library Center, which was incorporated in 1967 to develop a cooperative, computerized regional network for its fifty-four Ohio college member libraries. In 1977, the corporation changed its name to OCLC, Inc., to reflect an expansion of services to academic, public, school, special, and federal libraries throughout the United States and several other countries. In 1981, the legal name became OCLC Online Computer Library Center, Incorporated.

What is the Online Union Catalog (OLUC)?

The Online Union Catalog is a database of over 17 million bibliographic records. These records are created through the cooperative cataloging efforts of OCLC participating libraries, the Library of Congress, the National Library of Medicine, the National Agricultural

What are average lengths of bibliographic records?

<table>
<thead>
<tr>
<th>Record type</th>
<th>Average length (characters)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>506</td>
</tr>
<tr>
<td>Serials</td>
<td>585</td>
</tr>
<tr>
<td>Sound recordings</td>
<td>751</td>
</tr>
<tr>
<td>Films (AV)</td>
<td>714</td>
</tr>
<tr>
<td>Music scores</td>
<td>525</td>
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<tr>
<td>Maps</td>
<td>688</td>
</tr>
<tr>
<td>AMC</td>
<td>540</td>
</tr>
<tr>
<td>MRDF</td>
<td>670</td>
</tr>
<tr>
<td>Average length</td>
<td>527</td>
</tr>
</tbody>
</table>

How does the Cataloging Subsystem work?

The Cataloging Subsystem provides the bibliographic information essential to library activities. A user retrieves bibliographic records (containing information similar to that found on catalog cards) from the Online Union Catalog by typing simple search commands at a terminal keyboard. These records, retrieved from the system and displayed on the terminal screen, may be used as they appear. They also may be edited to conform to an individual library's cataloging practices without being altered in the Online Union Catalog.

Libraries contribute new bibliographic records to the Online Union Catalog by typing the necessary information on a blank electronic workform displayed on the terminal screen.

How does the Interlibrary Loan Subsystem work?

The Interlibrary Loan (ILL) Subsystem provides an efficient, cost-effective way for libraries to expand services. Electronic library-to-library communication over the OCLC telecommunications system enables staff to create, transmit, and fill loan requests while bypassing many labor-intensive tasks associated with traditional interlibrary lending.

What is the Serials Union Listing Component?

The Serials Union Listing Component enable members of a union list group to enter and display summary serials holdings efficiently and economically. The component automatically builds union list displays from information in member institutions' local data records, and printed union lists are available in paper, microfiche, and tape versions. The Union Listing Component also provides serial volume holdings information through the Interlibrary Loan Subsystem. Serials Control users can belong to an unlimited number of union list groups and use the displays of any union list group and its members.

How does the Acquisitions Subsystem work?

The Acquisitions Subsystem supports the ordering, receiving, and claiming of all types of library materials. More than 95% of the time, a library's orders can be generated using information obtained from the Online Union Catalog. The remaining 5% of a library's orders can be processed through the Acquisitions Subsystem by adding to the Online Union Catalog an order-level record, which becomes the basis for subsequent acquisitions processes.

What is the Name-Address Directory?

The Name-Address Directory is an interactive online file that provides for storing, retrieving, and manipulating name-address and other communications information for libraries, publishers, vendors, professional associations, and other organizations affiliated with the information industry. Vendor/publisher addresses in the Name-Address Directory are used to produce Acquisitions Actions Forms. ILL Subsystem participants use the
Name-Address Directory to identify the interlibrary loan policies of libraries in the OCLC ILL network.

**When did the subsystems become available?**


**What expenses does a library incur when using the Online System?**

The pricing structure for the Cataloging Subsystem is based on the access and use of records and location information already in the Online Union Catalog, rather than on system resources (connect time or computer time) used.

A library is charged for its access and first-time use of a bibliographic record in the database. Charges are lower for libraries that add their holdings to existing records as part of a recognized retrospective conversion project; a credit is given for original cataloging (entering new bibliographic records) and the enhancement of minimal-level records.

Other expenses include dedicated-line or dial-access telecommunications costs and the price of catalog cards, OCLC-MARC tapes, terminals, service fees, and any network charges.

OCLC-related charges for using the Interlibrary Loan, Acquisitions, and Serials Control Subsystems are levied on a per-transaction basis. A credit is given to libraries filling ILL Subsystem requests for materials. Requests for bibliographic and location information from the Online Union Catalog are charged separately. In addition, each serials union list group is charged a small start-up fee. Hardcopy products carry a separate charge based on quantity ordered and, in some cases, frequency of receipt. A discount is available to libraries that use both the Cataloging and Acquisitions Subsystems.

Changes have been made to the OCLC pricing structure to more accurately reflect each library's actual system use and resource-sharing contribution. For example, credits for original cataloging and interlibrary lending are given, and searches above a free searching threshold, based on the amount of online transaction performed in all OCLC subsystems during each fiscal year, incur a charge. These price structure changes, which are not designed to increase OCLC revenue, represent a major step forward in profiting OCLC services in the most equitable and affordable manner.
MUSIC OCLC USERS GROUP

Application for new members

Personal membership is $5.00; institutional membership is $10.00 ($15.00 outside the U.S.). Membership includes subscription to the Newsletter. New members receive all Newsletters for the year, and any mailings from date of membership through December (issues are mailed on receipt of dues payment). Personal members please prefer home address. Institutional members, please note four line twenty-four character per line limit.

NAME: __________________________________________

MAILING ADDRESS: __________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

TELEPHONE: (____) _________________________________________

NETWORK: _______________________________________________

INSTITUTIONAL AFFILIATION: ________________________________

BILLING ADDRESS: _________________________________________

__________________________________________________________

Enclosed is a check for membership dues:

_____ $5.00 Personal  _____ $10.00 Institutional

_____ Please bill (Institutions only) _____ $15.00 Institutional (outside US)

Are you presently a member of the Music Library Association?

_____ Yes  _____ No

Please complete form and enclose check payable to MUSIC OCLC USERS GROUP

Pamela Junegling
Treasurer, Music OCLC Users Group
Music Library FAC 149
University of Massachusetts
Amherst, MA 01003