



OCLC Records in MAGIC

Approved by the MAGIC library administrators group on 8/25/2004

Updated 3/19/2009, 4/10/2013

Since 2000, MAGIC has required OCLC as the only source of bibliographic records. Since July 1, 2004, the Illinois State Library has required OCLC records for all bibliographic records in LLSAPs and strongly recommends them for all Illinois libraries. Using only OCLC records enhances resource sharing by improving the linking between the Statewide Illinois Library Catalog (SILC) and local library catalogs.

The following exceptions are allowed in MAGIC:

- Bibliographic records that are needed only for circulation purposes (for example, records for book bags, erasers, desk lamps, etc. or temporary records for books received through interlibrary loan)
- Temporary bibliographic records for materials on order or in the process of being cataloged

All exceptions must be excluded from MAGIC's TMQ/OCLC batchloading process:

- by excluding specific locations and/or item types
- or by adding a specific field to the MARC record (945 \$bOCLC DO NOT SET).

To continue improving the quality of the MAGIC database and to increase compliance with MAGIC's OCLC standard, MAGIC will follow these procedures, beginning Sept. 1, 2004:

When MAGIC staff finds nonOCLC records from any library that have been in the MAGIC database for six months or more, MAGIC will notify the owning library that these records must be replaced with OCLC records. (This does not apply to records used only for circulation purposes.) When a library fails to replace nonOCLC records, MAGIC staff may replace the records with OCLC records.

MAGIC staff will work with library staff to overcome obstacles to using OCLC for cataloging. However, repeated failures to replace nonOCLC records when required may result in suspension of the library's MARC loading and editing privileges in the MAGIC database. Such action will be taken only after reviewing the situation first with the library and then with the MAGIC library administrators group.