MSP-25 SUNY Libraries Consortium Metadata Policies
Policy: Overlaying Brief Bibs in the Network Zone

**Policy Justification:** Policy will help avoid duplicates to the Network Zone.

As more SUNY libraries place orders, catalogers may find a brief bib contributed by another library for an item they are cataloging. The question may arise about whether or not to overlay another library’s brief bib. The answer is yes – assuming you are confident that the resource you are cataloging is the same resource represented by the brief bib. Think of it as helping out the other library: here, let me catalog that item for you.

In some cases, multi-volume titles on order may be represented by more than one brief bib. In such cases, overlay the brief bib for the first volume with the OCLC record for the entire set and notify the other holding library (or libraries) that you have cataloged the title and they may wish to move their inventory to the full catalog record.