

Subfield z in Call Numbers

1. USE OF SUBFIELD Z IN THE CALL NUMBER FIELD IN SIRSI

In Sirsi, a separate call number record is generally created for each volume of a multipart title (e.g., a serial, integrating resource, or set). Within each call number record, the base call number (i.e., the part of the call number which is applicable to all volumes attached to that bibliographic record) goes before the subfield z, and the volume number and/or date which applies to each particular volume is input into the subfield z of the call number field.

2. INPUT CONVENTIONS

- No space before or after |z.
- Always use Arabic numerals.
- Enter a space between each Cutter no., vol. no., date, etc.

3. EXAMPLES

Vol. number with corresponding date	PS1234 .B5 C6 zv.3 1992
3 vols. published as one piece	PS1234 .B5 C6 av.1/3 1992/94
3 vols. bound together	PS1234 .B5 C6 zv.1-3 1992-94
One vol. spanning multiple yrs.	PS1234 .B5 C6 zv.3 1992-93
Vol. with date only	PS1234 .B5 C6 z1992
Set or integrating resource with date in base call no.	PS1234 .B5 C6 1992 zv.3
Supplement vol.	PS1234 .B5 C6 zSuppl.1
Index vol.	PS1234 .B5 C6 zIndex v.1

4. SERIES DESIGNATION IN CALL NUMBER

4.1 New titles with series designation in call number

The subfield z should be placed before the series designation in the call number for any new titles being added to the collection that have no items attached to the bibliographic record.

4.2 Existing titles with series designation in call number

Multi-part titles that are currently part of the Fondren collection are handled on an individual basis. When the Fondren catalog was migrated to Sirsi the subfield z was placed after any series designation in the call number. Because of the placement of the subfield z after the series designation, patrons are unable to place a hold on the correct volume(s) they wish to retrieve from items that have been transferred to the LSC. New volumes that are to be added to existing titles with items attached to the bibliographic record will be handled in one of two ways. New items added to an existing bibliographic record which already has the subfield z placed after the series designation will also have the subfield z placed after the series designation when creating new call numbers. If a multi-part item has already been transferred to the LSC and new volumes are received the subfield z will be placed before the series designation in the call number. Multi-part items with a series designation in their call number that are currently located in Fondren and are to be transferred to the LSC will have the location of the subfield z changed in their call number by DBM.

New titles to the collection with no items attached to the bibliographic record	PS1234 .B5 C6 zs.2 v.3
New volumes added to existing records that are housed in Fondren	PS1234 .B5 C6 s.2 av.3
New volumes added to existing records that are housed in the LSC	PS1234 .B5 C6 zs.2 v.3