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## Developing Authority Expertise: The NACO Experience at the Public Library of Cincinnati and Hamilton County

*By Roger M. Miller, Cataloging Services Department Manager, Public Library of Cincinnati and Hamilton County*

The Cataloging Services Department of the Public Library of Cincinnati and Hamilton County (PLCH) enjoys a long and successful tradition of providing high quality bibliographic control over the library's large collection, currently numbering over 1.64 million titles. In late 2005 the library's catalogers received training in the processes of creating and revising name authority records under the auspices of the Name Authority Cooperative Program (NACO), the name authority component of the Library of Congress (LC) Program for Cooperative Cataloging (PCC). Now fully independent, the PLCH catalogers have contributed literally hundreds of new and revised authority records to the international database, with a focus on headings of special significance to the Cincinnati region.

### Historical Background

From the birth of the library in 1853 until 1898, it used accession lists and printed book catalogs to manage and access its growing collection. Significant improvements were initiated starting in 1898, when the library hired its first professionally trained librarian, Laura Smith, who was a student of Melvil Dewey and a graduate of the New York State Library School in Albany. Smith introduced the new-fangled card catalog at the library in 1898, as well as Dewey Decimal Classification in 1902. PLCH catalogers diligently maintained the local card catalogs until December 31, 1991, when the library finally transitioned to an online catalog.

### TABLE OF CONTENTS

Developing NACO Expertise: The NACO Experience at The Public Library of Cincinnati and Hamilton Hamilton County	1
Book Review: <i>Preservation And Conservation for Libraries and Archives</i>	6
ILF's Contract Cataloging Registry	7
Book Review: <i>Cataloguing Without Tears</i>	8
SARs: Going, Going Gone: Coping Strategies for Libraries Regarding New Directions for Series Authority Records	9

*CONTINUED from page 1*

The library's first online catalog system was locally developed and debuted to the public in early 1992. During the heyday of the card catalog—which admittedly lived on longer at PLCH than at many other large libraries—the catalogers worked with extensive paper authority files for names, subjects, and series. After bringing up the new online system, however, these old paper files became increasingly useless, and in time the library contracted with Blackwell North America to clean the bibliographic database and to provide authority records for all the headings found that were under authority control. While this local, homegrown catalog system had many attractive and useful features, fully functional authority control was never successfully implemented, so while the Cataloging Services Department had aspirations of one day joining NACO, the limitations of the online system precluded serious consideration of this undertaking.

The library eventually replaced its aging, text-based catalog system and successfully implemented a SirsiDynix Unicorn system in August 2004. With the Unicorn system the library was able to easily load new and revised authorities into the catalog, and use a variety of sophisticated reports and programs to manipulate bibliographic and authority files. Automated authority control had at last been achieved at the Public Library of Cincinnati and Hamilton County.

Authority control is a valuable tool of library databases that lends accuracy and efficiency to the retrieval of relevant records through use of controlled vocabulary. A bibliographic database using authority control includes both bibliographic records and authority records. An authority record

gives the preferred or authorized name heading for the person, corporate body, uniform title, or location, along with cross references for the variant forms of the name that may have been used on published items. All the bibliographic records of a given entity include a field with the authorized form of the name as a heading, even though other forms of the name may appear on the individual works in a collection. Because of the authority records, the catalog system can retrieve all the relevant works, no matter what form the user searches.

### **Preparing for Training**

In December 2004, the library applied to become a member of NACO and was formally accepted by the PCC on March 17, 2005. A document titled "Preparing for NACO Training" was received from the Library of Congress, and it contained the complete checklist of items that would have to be accomplished prior to our week of training. We were notified that our NACO Trainer/PCC Liaison would be John M. Sluk, Manager of the Monographs Department, Oberlin College. We determined three possible weeks for training and, after contacting Sluk, settled on October 24-28, 2005. We went on to establish the tentative daily schedule and details for the training facility. Catalogers would work in pairs at PC workstations and have access to OCLC Connexion Client software, LC Cataloger's Desktop, and the staff client for the local system. Each cataloger's OCLC authorization was upgraded to allow the ability to revise and create authority records. The Trainer would have access to all of these resources and also be able to project a PowerPoint presentation to the class.

*CONTINUED on page 3*

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*CONTINUED from page 2*

There is considerable documentation that must be available during the NACO training week, including *AACR2*, *Library of Congress Rule Interpretations*, *MARC21 Authority Format*, and other titles. PLCH catalogers had used the CD-ROM version of LC Cataloger's Desktop for years, but as we considered how to most easily provide access to all the required documentation during the week of training, we decided to move to the Web version. LC's Cataloging Distribution Service increased the number of simultaneous users on our subscription for the training week. The only paper documentation that each cataloger used was the

## Neat Little Rows

It seems at times we have become a (not so) secret society. We, seemingly alone, who understand significance or value of description. How and why are more than questions- they are rules of conduct; they are the longitude and latitude on the grid of standards. Such a society functions on principles, analyzes data to create data on data with words like "aboutness." We contemplate disciplines and aim for order, scrutinizing for the sake of knowing what is what (or which one) lined up in neat little rows in the greater scheme, catalogued.

by Jennifer Bull

*"The Library is now one of 178 current independent NACO libraries, and only the ninth public library in the US to achieve independent NACO status."*

*NACO Participant's Manual*, which had been printed from an electronic copy provided by the Library of Congress.

Throughout the summer we collected samples of situations where new authority records could be created; this required finding at least 100 each of personal names, corporate names, geographic names, and uniform title headings that needed to be established. These samples included a printout of the bibliographic record on which the heading was found, as well as copies of title pages or other documentation that would provide the justification for the headings to be created. Personal and corporate names were easily discovered through normal cataloging routines, but finding enough geographic headings and uniform titles proved to be rather challenging, so we had to do a bit of digging around in the catalog but eventually came up with more headings than we needed. Late in September we sent copies of some of the samples we had collected to Sluk, so that he would have some idea of the types of situations we had in store for him. We also provided him information about each trainee in the class, including names, years of experience, subjects/materials cataloged, etc.

## Training Week

Ten PLCH catalogers and one cataloger from the University of Cincinnati Medical Library spent nearly 27 hours in the Main Library's training lab during the week of October 24-28, 2005. The training featured a review of all the relevant *AACR2* cataloging rules (chapters 21-26), applicable *Library of Congress Rule Interpretations*, and NACO regulations and practice for establishing headings and references

*CONTINUED on page 4*

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for personal names, corporate names, geographic names, and uniform titles. The NACO training that we received did not cover series or music name authority records, because additional training is required for doing NACO work on these types of records. Catalogers were trained to use OCLC's Connexion Client software to create and modify authority records. By the end of the week, our catalogers were well versed in the various sources that must be consulted and had actually created over twenty new name authority records!

The cost to the library was very minimal, in fact less than \$760. Other than the use of staff time during the week of training, the only cost was reimbursing our trainer for his travel, hotel, and meal expenses.

### **Ongoing Review**

The NACO trainees worked throughout the fall and winter months, each striving to do at least a couple of new name authority records per week. Based upon the types of materials with which they work, some catalogers inherently encounter more opportunities to do authority work than others, so a pool of authorities to be established was created that allowed everyone easy access to situations requiring new authority records. During this period, all new and revised name authority records were first reviewed by the NACO Coordinator (the Department Manager), who subsequently submitted them for review by the NACO Trainer. OCLC's Connexion Client software contains a feature that allows for submitting records from one institution for review by one or more other institutions. John Sluk reviewed our records online and communicated to the PLCH NACO Coordinator by e-mail if the new records could be contributed or if modifications were necessary. E-mails with Sluk's critiques were printed and kept in ring binders so that all of the catalogers could learn from the experiences of their colleagues. Additionally, all new authorities contributed were printed and kept in another ring binder, which has been helpful on a couple of fronts. First, especially for geographic headings, good examples of certain types of records (neighborhoods, townships, etc.) are nice to have

on hand for quick referral. Second, having these paper records has allowed for compilation of quarterly lists of new name authority records of local significance; these lists have been published in the department's quarterly reports and may eventually be published on the library's intranet.

### **NACO Independence**

As the catalogers and NACO Coordinator continued learning and gaining valuable experience, the number of problems quickly diminished, and on February 14, 2006, the NACO Trainer recommended to the Library of Congress that PLCH be granted independent status for personal name headings. Official communication was received from Carolyn Sturtevant, BIBCO Coordinator at LC, on April 3, 2006, informing us that this status had been conferred. With this new independent status, PLCH was now allowed to contribute new name authority records for personal names directly into the shared database, although the Trainer continued to review the library's corporate and geographic headings. We continued submitting these records for John's review until we were notified on June 1, 2006 that

*CONTINUED on page 5*

## **Division Web Site has Webmaster**

<http://www.olc.org/TechnicalServices.asp>

Ian Fairclough, Marion Public Library, has volunteered to serve as the webmaster for the TS Division Web page. In his new role Ian will coordinate discussions and decisions regarding proposed Web site changes as they arise. Anyone with suggestions for content changes should contact Ian at <mailto:ifairclough@marion.lib.oh.us>.

When the Division Action Council met in July a few minor changes were proposed which have since been implemented. It was in the context of this discussion that the Action Council recognized the need for a Webmaster.

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the Public Library of Cincinnati and Hamilton County was a fully independent NACO institution. The library is now one of 178 current independent NACO libraries, and only the ninth public library in the U.S. to achieve independent NACO status. After being granted independent status, an LC Liaison was designated for PLCH. The LC Liaison can serve as a source of information, but is primarily the person at the Library of Congress to whom the local library relays requests to perform Bibliographic File Maintenance (BFM) in the Library of Congress catalog.

Independent NACO libraries are expected to contribute a minimum number of name authority records annually. Libraries the size of PLCH are required to contribute at least 100 new or modified name authority records annually. Achieving this number has not been at all difficult; in the period from November 2005 through July 2006 the library has contributed just over 500 new name authority records, and revised a good number of preexisting records as well. Older records have been locked and replaced in order to add additional references (e.g., linkages to older or later forms of name for corporate bodies, to add source found notes that might include additional information such as a death date, or to differentiate personal names that were formerly on undifferentiated name authority records).

While the focus of our name authority work is not necessarily local, clearly the library is well positioned to shed light on local authors, corporate bodies, and geographic names, often because the library may be the only agency with easy access to locally significant materials. The library's continuing resources cataloger, in particular, has encountered many corporate bodies that required new or revised name authority records, especially local schools, government jurisdictions, and other entities. One particularly challenging

accomplishment was establishing name authority records for the organization currently known as the United Way of Greater Cincinnati, which has officially changed its name six times since 1915!

### **SACO Proposals**

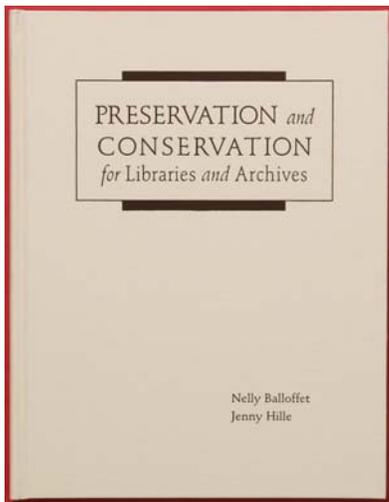
Another benefit of NACO membership is that the Public Library of Cincinnati and Hamilton County is now authorized to propose new Library of Congress subject headings through Subject Authority Cooperative Program (SACO), the subjective authority cooperative component of the PCC. NACO maintains a list of [ambiguous entities](#),

which provides instructions as to how certain headings are tagged and how they are established (either through NACO or through SACO). Local neighborhoods (a favorite type of new heading to establish) are done through NACO, so we are able to contribute these directly to the international database.

Other headings, such as local bridges, streets, fountains, sports stadia, etc. must be submitted as SACO proposals. To date, PLCH has submitted 19 SACO proposals, five of which have already been approved and are now officially listed in Library of Congress Subject Headings.

Becoming a NACO library has been a challenging yet very rewarding opportunity for the Cataloging Services Department of the Public Library of Cincinnati and Hamilton County. In addition to adding value to our local catalog, we are now able to assist in a much more global way in our collaborative efforts to provide improved access to information. NACO membership is also a great step that can lead to other areas of contribution, for example the proposal of subject headings to SACO or, with additional training, series or music authority records. For more information about NACO, SACO, or other PCC programs, visit the Program for Cooperative Cataloging Web site at <http://www.loc.gov/catdir/pcc/>.

*"In addition to adding value to our local catalog, we are now able to assist in a much more global way in our collaborative efforts to provide improved access to information."*



**Balloffet, Nelly and Jenny Hille. *Preservation and Conservation for Libraries and Archives*. Chicago, IL: ALA, 2005. 214 p. ISBN 0-8389-0879-9. \$125 (\$112.50 ALA members).**

*Reviewed by Miriam Kahn, M.L.S., MBK Consulting*

Balloffet and Hille have combined their efforts to create a beautifully crafted and illustrated book that focuses on simple repair techniques and book

binding for general, circulating collections. The authors have taught a variety of hands-on classes and workshops on various aspects of book repair over the years. This book is a compilation of their manuals and handouts. In addition it presents information about the preservation needs of cultural institutions.

The book is divided into five major sections and a number of minor ones. The first looks at overall preservation activities for libraries and archives, including environment, housing, storage and disaster planning. The next looks at equipping a book repair area in technical services or a preservation department. The authors then focus on re-housing materials, simple paper repairs, and simple book repairs. They provide plenty of suggestions on how to decide whether to repair in-house or send to a conservator or the library bindery. The table of contents is repeated at the beginning of each section allowing the user to access the specific information they seek, rather than having to leaf through the entire book looking for a repair or piece of equipment. There are decision trees to aid in creating effective work flow for the various activities in the repair department.

There is an appendix for care and housing of photographs that was contributed by Ana B. Hoffman, a photograph and paper conservator. Photographs are difficult to work with and complicated to house and handle. They are some of our most fragile collections and are often neglected or abused because staff don't know how to house them properly. Hoffman provides an excellent overview suitable for technical services and small preservation

departments. Unfortunately, this is the one section where there are no illustrations of objects or housing.

Although exhibits are not usually the responsibility of technical services departments, those responsible for book repair may be asked to create mounts or special boxes and cradles for exhibition cases. Balloffet and Hille included a nice chapter on how to exhibit materials so they are not damaged irreparably. As an added benefit, Balloffet and Hille include appendices of suppliers and preservation/conservation help, a glossary and a bibliography.

So why should technical services librarians purchase another book on preservation? Because Balloffet and Hille have illustrated almost every page with photographs and line drawings that show exactly how to do a particular repair or what a particular piece of equipment should look like. For example, they describe and show how to create pockets for books with maps and CDs. Not only do they show how to make the pockets, but discuss why they can damage the binding. Hille and Balloffet describe and illustrate exactly why appropriate repairs will keep books lasting longer. Their explanations of supplies and equipment demonstrate their understanding of the preservation needs of small and large libraries and archives.

Technical Services departments are the first stop for almost all materials entering the library and almost always where items are collected for repair and binding. Balloffet and Hille's book on preservation will help the novice and the veteran make better decisions about what to repair and how, when to bind and when to replace or reformat damage materials and what supplies to keep on hand. By paying careful attention to their instructions and examining their illustrations, a skilled employee in the department can improve his or her repair skills and thereby increase the lifespan of the materials in the library or archive.

# ILF's Contract Cataloging Registry

*By La Donna Riddle Weber, Library Technical Services Contractor  
Member, ILF Technical Services Division Executive Committee*

INDIANA LIBRARY  
FEDERATION

In mid-December 1999, the Technical Services Division of the Indiana Library Federation (ILF) began to explore the possibility of creating a registry for catalogers looking for contract work, home-based cataloging or independent work in technical services. In an area of the library profession where outsourcing was increasing, the Division wanted to take the opportunity to put a proactive spin on the phenomenon that was, and is, seen as both a threat and a promise.

By mid-2000 a prototype version of the registry was demonstrated, and after a certain amount of tweaking and perfecting the site was launched by the end of 2000. The Contract Cataloging Registry is now a service provided by the Technical Services Division of the ILF, hosted by the Indiana Cooperative Library Services Authority (INCOLSA).

The Registry is a service to catalogers and organizations needing the expertise available from the Division's members and their colleagues nationally. The Contract Cataloging Registry is a clearinghouse both for catalogers looking for contract work, either to supplement an existing income or pension, or as an alternative to traditional employment, and for organizations looking for catalogers to employ on a contract basis. The catalogers are neither endorsed nor vetted by the ILF, the Technical Services Division, or INCOLSA. Twenty-seven catalogers are currently listed.

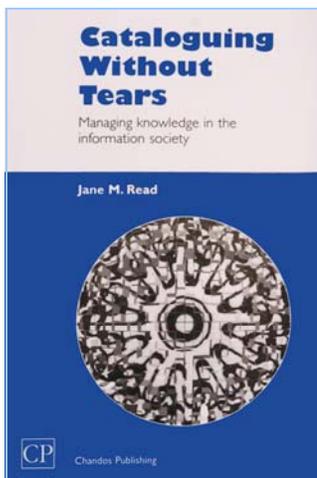
The registry is designed to provide basic information concerning a cataloger's experience and competencies. Catalogers list cataloging competencies with different languages, formats, and classification schemes, experiences with automated systems and utilities, work experiences (types of libraries, relevant positions held), and geographical restrictions. While the entry is not intended to be a curriculum vitae, the cataloger must decide how much information to include in the entry. Each contractor also provides contact information, including name, address, fax number, email address, Web site URL, etc. Names are included on the registry for six months unless contact is renewed with the webmaster. The cataloger may, of course, request their name be removed at any time.

Cataloging vendors can be included as long as cataloging is their only business and they are not divisions or subsidiaries of a larger business. The registry is sorted by geographical regions. An "outside the U.S." region is included and currently includes catalogers in Canada and Sri Lanka. No fees are charged.

The Contract Cataloging Registry can be found at: <http://www.incolsa.net/registry>. Click on Search the Registry and it will take you to the Registry names page. To be listed on the registry, please contact the webmaster, Pat McWilliams at <mailto:pat@incolsa.net>.

## NOTSL Accepting Scholarship Applications

Each year the Northern Ohio Technical Services Librarians (NOTSL) organization awards scholarships to persons currently working in a professional, paraprofessional or support position in a technical services area in an Ohio library, or to persons currently taking technical services related coursework or training. Preference is given to those who plan a career in technical services. NOTSL is now accepting applications for scholarships to fund activities taking place anytime during 2007. The deadline for the 2007 award application is December 8, 2006. Information about the NOTSL scholarship requirements is available at [http://www.notsl.org/NOTSLscholarship\\_requirements.htm](http://www.notsl.org/NOTSLscholarship_requirements.htm). Application forms are available at [http://www.notsl.org/NOTSLscholarship\\_form.htm](http://www.notsl.org/NOTSLscholarship_form.htm). For additional information contact Sharon Rienenrth at <mailto:srienerth@cuyahogalibrary.org> or at 216-749-9375.



Read, Jane M. *Cataloguing Without Tears: Managing Knowledge in the Information Society*. Oxford, England: Chandros Pub., 2003. 236 p. ISBN 1843340437. \$ 55.00, (paperback)

*Reviewed by Sevim McCutcheon, Monographs Cataloger, Kent State University Libraries and Media Services*

"Light" ... "funny" ... "a good beach read".... These are words more commonly associated with a new addition to a list of best-selling fiction,

yet they describe *Cataloguing Without Tears* admirably. Clues that this work diverges from typical cataloging tomes come in the form of cartoons, and examples using titles such as "Dentures of desire." But don't be misled by its levity into discounting its usefulness. Author Jane M. Reed has 14 years of experience in academic libraries, mostly at Read University Library. Her roles have included project manager, reference, cataloging and most recently, cataloging of rare children's books. This varied experience translates into one good, accessible book.

*Cataloguing Without Tears* provides an introduction to descriptive and subject cataloging by focusing on principles and guidelines rather than specific rules and standards. *Part I: The Big Picture* covers the purposes of the catalog, elements of a bibliographic record, the process of cataloging, efficiencies achieved by using a suitable automation system, authority control, and adhering to international standards. Read's discussion of international standards is most definitely not AACR- or MARC-centric. Dublin Core, ONIX, XML, and other standards get equal space. *Part II: The Nitty Gritty*, delivers what the part title promises. Read provides best practices and practical techniques to apply when encountering common cataloging quandaries. Distinguishing among formats, cataloging subjects one knows nothing about, and dealing with unfamiliar languages each get a full chapter.

I found Read's advice and suggestions to be solid. Much of it corresponds to advice forged through trial and error that I've received from experienced

catalogers through the years – and now give to others. Because *Cataloguing Without Tears* focuses on the conceptual foundations of cataloging, a great majority of its content will remain relevant for several years. While most people who post to AUTOCAT view anything quota-like as anathema, Read does not shy away from setting target speeds for original and copy cataloging, taking into account the difficulty of material and the experience level of the cataloger.

My only quibbles with this excellent, readable work stem from a few generalizations given regarding subject access. The author relates practices in British public libraries that (thankfully) don't ring true to this American public library user. She states that in Britain "most public libraries do not provide..." genre headings and subject access to fiction "...as being too time consuming," adding, "However, it can be helpful .... especially if you have a large collection." She relates that a common time-saver in British libraries is to omit subject headings to juvenile materials of all stripes, fiction and non-fiction alike.

Since British-isms are minimal in *Cataloguing Without Tears* the title is quite a worthwhile purchase for American libraries with a collection of introductory works about library science. Geared for a beginning cataloger or knowledge manager, it is nevertheless appropriate for a wider audience. I would recommend this to any library school student, future cataloger or not, who wishes to be well-rounded; public services staff who desire an understanding of their cataloging colleagues' activities; or any poor souls who thought they'd always work reference, but have just been thrown into the deep end of the cataloging ocean and must learn to swim pronto! If you ever wished your director understood better what you do and why, consider giving them *Cataloguing Without Tears* at the next special occasion!

# SARs: Going, Going, Gone: Coping Strategies for Libraries Regarding New Directions for Series Authority Records

by *Connie Strait, Collections Services Supervisor, Greene County Public Library, with contributions from Amey Park, Database Maintenance Librarian, Kent State University Libraries and Media Services.*

The Library of Congress' (LC) decision to discontinue making new series authority records (SARs) and to discontinue providing controlled access to series in bibliographic records has generated an enormous amount of discussion concerning potential impacts on cataloging and acquisitions. Public services librarians also need to know the impacts that this might have on their work, and on patron access. This article will try to foresee some of the service cracks that may result from LC's decision and will discuss decisions your library might want to consider in light of those cracks.

Before looking at the history of the decision by Library of Congress, let us look briefly at the functions of series authority control and how they may affect different departments of your library. Series authority control helps patrons locate materials that the library wants to collocate under the same heading. It facilitates searching for those items by providing cross-references (authority control) to guide patrons to the correct heading.

In cataloging, it serves to store national and local treatment options, including how to analyze the series (whether or not you choose to place all parts of a series on one bibliographic record or on separate records), whether or not to provide access to the series (to trace it) and whether or not to class the titles in the series under the same call number or under separate call numbers. For non-fiction titles, the number that the title is classified under may depend upon whether or not a particular series is traced, and if traced, whether or not it is classed together. Fiction series are particularly important in public libraries. For example, this is how the Greene County Public Library pulls all of the Stephanie Plum titles together in the catalog, or all of the titles in the *Chronicles of Narnia*.

Series authority control helps prevent acquisitions departments from ordering duplicate items in a

series and to know if they have acquired all the items desired in a series. Not having series authority control can definitely affect the library's budget.

On April 20 LC announced its decision to stop creating SARs as part of LC cataloging (<http://www.loc.gov/catdir/series.html>). LC announced that its catalogers would create separate bibliographic records for titles published as parts of

*CONTINUED on page 10*

## Tracing Series and Maintaining Series Authority Records – News about the Library of Congress Decisions

<http://mulibraries.missouri.edu/TechSvc/catalog/catpro-seriesChangesAdd.htm>

This Web site is a nice compilation of national information and local responses to the decision by the Library of Congress to cease the creation of Series Authority Records (SARs). Created and maintained by the Cataloging Department at the University of Missouri-Columbia Library, the site presents breaking news chronologically, with the newest information first. There are links to statements by national organizations followed by consequential local documentation changes, presented in a format that reveals a thorough and careful response to the situation. This site is a great first stop for those that want to truly understand what the SARs changes mean, presented in an easy to understand sequence. Check it out!

**CONTINUED from page 9**

series, would provide all series statements in 490 0 fields and would separately classify each volume in bibliographic series. Imported copy cataloging records would have series access points removed and series statements changed to 490 0. LC catalogers would no longer create SARs, modify existing SARs to reflect new LC treatment decisions, consult and follow treatment in existing SARs, or change 4XX/8XX fields when updating those records for other reasons.

Initially scheduled to happen on May 1, 2006, the decision was delayed due to voiced concerns from constituent organizations and libraries. On May 11, 2006, the Guild Executive Board (AFSCME Local 2910) posted a strongly worded resolution, opposing LC's decision (<http://www.guild2910.org/SARResolution.pdf>). However, on June 1, 2006 the Library of Congress management implemented its decision.

Arlene Taylor and Diane Brookings discussed the implications of this decision on the Functional Requirements for Bibliographic Records (FRBR) research which they forwarded to the FRBR electronic discussion list (<http://www.ifla.org/VII/s13/wgfrbr/listserv.htm>). Many members of various ALA committees discussed the implications of this decision at ALA 2006 in New Orleans. The Autocat Archive (<http://listserv.buffalo.edu/archives/autocat.html>) documents a veritable firestorm of

discussion regarding the SARs decision during the summer of 2006. Most of these and other events have been carefully described by librarians at the University of Missouri-Columbia, along with their local response to the situation, at <http://mulibraries.missouri.edu/TechSvc/catalog/catpro-seriesChangesAdd.htm>.

In June OCLC responded to LC's decision in an effort to ease the effects of this decision (<http://www.oclc.org/news/announcements/announcement191.htm>). OCLC modified the software used to load LC records into WorldCat to prevent the overlay of controlled series access by LC's records. Since LC has ceased to use the 042 code "pcc" in these records, OCLC also adjusted the precedence hierarchy to ensure that Program for Cooperative Cataloging (PCC) records were not overlaid by LC records. They also increased database enrichment capabilities so that all those with full-level cataloging authorizations could enhance these records. OCLC staff in the CIP Upgrade Unit will continue to verify series and to change LC records to reflect appropriate controlled series access. All of this helps OCLC libraries, but not those that receive only LC records.

NACO members will continue to create series headings and authority records. The PCC has announced that the PCC series policy remains unchanged (<http://www.loc.gov/catdir/pcc/bibco/seriesfaq.html#8>). Vendors such as MARCIVE are

**CONTINUED on page 11**



## **NOTSL Fall Meeting**

**Featuring Eric Lease Morgan**

*Head of the Digital Access and Information  
Architecture Department, University  
Libraries of Notre Dame*

**Friday, December 1, 2006**

**Watch the NOTSL Web site for more information:  
<http://www.notsl.org>**



*CONTINUED from page 10*

reinforcing their already substantial series processing capabilities.

There has been debate and questions as to the effects of the LC decision and its fallout. What has changed? How will we recognize newly coded records? How will libraries that use only DLC (Library of Congress) records deal with this? How will OCLC libraries be impacted? How will all libraries, whether academic, special, public or school, find coping strategies to best serve their patrons?

### **What We Know and What We Think We Can Predict**

1. There will be a smaller percentage of new series authority records in the future. PCC participants will pick up some of these new authority records but will not be able to double their current output. In making their SARs decision, LC management was heavily influenced by the fact that of 18,823 new SARs created in 2004, LC Catalogers created 8,770 of them. (<http://www.loc.gov/catdir/series.html>)

2. The Library of Congress will probably make greater use of Cataloging In Publication (CIP) records. This will impact non-OCLC libraries more than OCLC libraries.

3. LC will not edit series statements on bibliographic records, and this may impact access to titles in series.

4. OCLC has taken steps to prevent LC CIP records from overlaying more fully edited bibliographic records in the OCLC database. Libraries that have access to WorldCat records will benefit from this.

### **What We Do Not Yet Know**

1. Whether or not bibliographic utilities or other vendors are fully prepared to take over the responsibility for series authority control and if so, who will pay the extra costs.

2. While currently PCC libraries will continue to treat series authority records differently than LC does, the sustainability of this plan is unknown.

*CONTINUED on page 12*

## ***TechKNOW* Availability to be Announced First to Division**

The TS Division Action Council has decided to change the way that we announce the availability of new issues of *TechKNOW*. From now on, information about new issues will be posted to the TS Division broadcast list by the OLC office. One week later the issue's availability at the Kent State University mirror site will be more broadly announced. The purpose of this new process is to maximize Division membership benefits by offering Division members the first crack at new issues. Division members are not automatically subscribed to the Division broadcast list, and any OLC member may subscribe without joining the Division. To subscribe visit <http://www.oll.org/listservers.asp>.

## **TS Division Election Results**

Congratulations go out to Jennifer Bull, Ashland Public Library, and Michael Farmer, Ohio University Libraries, the successfully elected new members of the Technical Services (TS) Division Action Council. This year's election is the first to feature the new organizational election methods. Division membership is no longer voting for TS division officers. Instead, we choose from four candidates to fill two Action Council seats. Officers are now elected from within the Action Council membership. Many thanks go out to all of our fine candidates. It takes courage to decide to run for state office in this organization. We appreciate your contributions. A complete list of TS Division officers will be published in the next issue of *TechKNOW*, along with contact information. However, this information is always available to division members at <http://www.oll.org/TechnicalServices.asp>.

*CONTINUED from page 11*

3. What ultimately will happen to titles in series that were formerly classed together?

### **Local Library Decisions that Need To be Made**

Libraries that deem series control important will have to take steps to ensure this continues to be done in light of less-centralized authority control at the national level. Libraries with limited staff resources might consider controlling only certain categories of material, e.g., fiction series. Each library will have to establish their own guidelines based on their own resources and their own customer needs. This will lead to greater inconsistencies between library databases.

What steps will be taken to ensure that the acquisitions staff knows if all of the titles in a standing order series have been received or even ordered? Will the library invest time in recording and evaluating variant forms of a series in the form of series authority cross-references? Each library must make a decision regarding this.

Will local catalogers and reference librarians collocate or establish new series and maintain already established ones, given that records from LC will require more series editing? Libraries will have to

decide if they want to invest staff time in interpreting series headings that vary between the form on the item and the established heading. Previously libraries have successfully down-sourced these tasks to paraprofessional staff by limiting the decision-making involved. In order to fully maintain series this may no longer be possible, especially at non-OCLC libraries. Unfortunately these libraries tend to have the least professional resources available.

As the Library of Congress is going to rely more on CIP records, libraries will need to decide whether they will continue to rely solely on LC for records. Libraries that use OCLC have that utility's assurance that LC CIP records will not overlay more fully cataloged records. Will the library expend staff costs to edit LC CIP cataloging? This is of import especially for libraries that have a history of batch loading CIP records without editing.

Those of us that believe that there is value for our patrons in the continued creation of SARs need to monitor and advocate for continued series authority control. Unfortunately, this will only happen if we find innovative ways to collaborate to ensure that the detailed work needed for series access to information is not left by the wayside. The shape this may take into the future is currently unclear, to say the least.

## **OHIONET Workshops of Interest to TS Librarians**

On November 14 Miriam Kahn will present ***Hands-on Book Repair***. Designed for general, circulating collections in public and small academic libraries, this workshop will instruct attendees about the structure of a book, which books should be sent to the bindery and which books can be repaired at the library. Two weeks advanced registration is required.

***Ergonomics for Librarians and Library Staff*** will be offered on November 15. Christopher Hamrick, Ergonomics Technical Advisor for the Ohio Bureau of Workers' Compensation, is coming to instruct on how to feel safer and more comfortable in the workplace and to how to make ergonomically correct choices at work. Ergonomics concerns technical services librarians

and staff because of the nature of our work.

Roman Panchyshyn, OHIONET, will present ***Introduction to the OCLC Authorities File*** on November 30. Come and learn about the types of searches used in the authority file, how to interpret authority records and how to verify headings in bibliographic records. This workshop will provide needed background for librarians attempting to establish series authority practices in light of LC's decision to cease the creation of series authority records.

All of these workshops will take place at the OHIONET office in Columbus. For more information, or to register, visit [http://ohionet.org/training\\_calendar.php](http://ohionet.org/training_calendar.php).