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CATALOGING DIRECTORATE: MID-YEAR ACTIVITIES REPORT (JUNE 2004)
Part I (of 2 Parts)

New Division Chiefs and Other Personnel News. Dennis McGovern was appointed permanent chief of the Decimal Classification Division, effective May 16. He had been acting chief since February 2002 and was leader of the Education, Sports and Recreation Team, Social Sciences Cataloging Division, from November 1999 to February 2002.

Angela J. Kinney was appointed permanent chief of the Social Sciences Cataloging Division, effective May 30. Ms. Kinney was leader of the Southeast/South Asia Team, Regional and Cooperative Cataloging Division, from September 1996 through 1999 and was a member of the Library of Congress Leadership Development class of 1999-2000. Since June 2000 she has been special assistant to the Director for National Services, Library Services.

Judith A. Mansfield continues as acting director for cataloging. Sharon Tsai continues as acting chief of the Arts and Sciences Cataloging Division.

Allene Farmer Hayes became the digital projects coordinator for the Cataloging Directorate on February 23. Bruce Knarr became team leader of the Computer Files and Microforms Team, Special Materials Cataloging Division.

The Library mourned the death on January 14 of Cynthia J. "Cinder" Johanson, assistant chief of the Regional and Cooperative Cataloging Division, a former ALA Council member. Philip Melzer is acting assistant chief.

Barbara Tillett, Ph. D., chief of the Cataloging Policy and Support Office, is the recipient of the 2004 Margaret Mann citation. She will receive the citation in Orlando at the ALCTS Awards Ceremony on Sunday, June 27, 5:00-6:00 pm, Sheraton World Resort Orlando-Pacific Room.

Bibliographic Enrichment Advisory Team (BEAT). The Bibliographic Enrichment Advisory Team (BEAT), a Cataloging Directorate initiative aimed at developing tools to aid catalogers, reference specialists, and searchers in creating and locating information, has realized considerable progress since January 2004. Major components of the team's work are enriching the content of Library of Congress bibliographic records, improving access to the data the records contain, and conducting research and development in related areas. Additional information regarding BEAT, its work,

and the projects described here may be found starting at the main BEAT Web page at <<http://lcweb.loc.gov/catdir/beat>> [August 2004]

Automated Web Cataloging. An outgrowth of BEAT's Web Access to Publications in Series project (see below), Web Cataloging evolved from the team's experiences in providing access at the individual monograph level for selected series. While effective, the processes utilized heretofore were labor intensive, and BEAT has now started to use a much more automated approach to this work. Using programming developed by team member David Williamson, a cataloger can now examine the abstract page for a particular monograph on the Web, and by using computer and programmed functions, effect the creation of a MARC 21 record that is automatically added to the LC Database. This record includes an abstract of the work represented. A cataloger subsequently completes the cataloging data to ensure that name headings are established and to add subject headings. The capability greatly reduces manual aspects of the project and allows catalogers to concentrate on the intellectual work, thus providing an enriched record through largely automated means. The application is being applied first to selected series issued by the Federal Reserve Board.

Abstracts and annotations. In the area of abstracts and annotations, a new project has been initiated to add the text of annotations to the underlying LC catalog records for those collections that have been assigned a Library of Congress Catalog Card Number (the LCCN) in A Guide to the Microform Collections in the Humanities and Social Sciences Division, an extensive Web-based bibliography describing many of the Library's microform collections. Existing bibliographic records for these collections do not carry as much information as does the online Guide. The project will enhance the catalog record to provide a much fuller description of the collection identified by the record, and should be very useful in helping researchers to assess and utilize that collection to advantage.

Web Access to Works in the Public Domain. This project makes links from the LC Catalog to full electronic texts of items represented in the LC collections. In this most recent addition, beginning with approximately 230 titles represented in the Library's collections, links have been made to titles in The Harvard University Library Open Collections Program's Women Working 1870-1930. The Open Collections Program aims "to increase the availability and use of historical resources for teaching, learning, and research by digitizing selected resources in broad topic areas and providing access to them through the World Wide Web and the Harvard Library catalogs," and Women Working 1870-1930 provides access to digitized books and other materials about women in the U.S. economy from 1870-1930.

BeCites+ (Bibliographies plus: Enhanced Citations with Indexes, Tables of contents, Electronic resources and Sources cited) enhances staff-produced bibliographies, and the catalog records for the titles included in such bibliographies, by adding links to their tables of contents, indexes, and sources cited. Another recent initiative has been the scanning and conversion to text of heavily used, but out-of- print guides to Library

collections whose individual items are not easily identified in the Library's online catalog. In addition to guides previously completed in business, immigration, and the works of Jefferson, the project has digitized ten titles published by the Center for the Book as well as a Guide to Manuscripts in the Monasteries of Mt. Athos. A number of other works are in progress, covering additional business resources, guides to microfilm collections, prints and photographs resources, and manuscripts from additional Middle Eastern monasteries, as well as a guide to Ladino publications in the Library of Congress. The BeCites+ home page is located at <http://www.loc.gov/rr/business/guide> [August 2004].

Web Access To Publications in Series. This project has several facets, the first of which is to link many "working paper/discussion paper" type serial publications to their Web-based electronic versions. By linking to these electronic versions, LC provides more timely, comprehensive, and cost-effective access to these series. In a second area of activity the Serial Record Division is creating electronic serial records for a number of high research value monographic series that have not been represented in LC's catalogs, thereby opening up a rich, new source of information for researchers who may now access electronic versions of these items. So far, these efforts have provided access to the full electronic texts of more than 20,000 individual monographs. As a further enhancement, a pilot project has been launched to create electronic resource records for the individual monographs of selected series. In addition, a noteworthy enhancement to both the project and for Business Reference services has been the creation of a Web-accessible database of Technical Reports and Working Papers in Business and Economics for series covered by the project. The database can be accessed at <http://www.loc.gov/rr/business/techreps/techrepshome.php> [August 2004].

Pre-1970 Congressional Hearings. This project will result in significantly improved access to approximately 6,500 pre-1970 Congressional hearings, improving service to the Congress and addressing an important Cataloging Directorate strategic initiative. Other benefits will include central, as opposed to dispersed, availability of the hearings, better access to the content of the items, improved cataloging describing these hearings, and the addition of other information concerning availability of alternate data sources. The project is being undertaken through the collaborative efforts of several Library units including the Congressional Research Service and Law Library, with the added benefit derived from such cooperation. The methodology to be employed consists of identifying and retrieving the items that make up the body of these hearings, reclassifying to class KF in the Law schedules and upgrading the cataloging for the items, exploring making digital copies available for hearings in poor physical condition, re-labeling the items to reflect the new classification, and housing them in a single location, the Law Library.

ONIX Initiatives. ONIX (ONline Information eXchange) is a means of representing book industry product information and is being used by some publishers today to communicate that data

electronically.

Book Jackets. LC often receives a number of dust jacket images along with data utilized in the ONIX TOC and ONIX Descriptions projects (described below). As the provision of the dust jacket image further enriches the information about an item for the researcher, BEAT has begun to add links for such data through its book jacket initiative. The project has some 2,300 images currently on hand. As the channels through which the Library receives ONIX data are already established, it is anticipated that this number will grow.

ONIX Author Information. ONIX data often includes information about authors, and BEAT has undertaken a biographical information initiative that will make this information available to researchers. The information is being linked from the catalog record to data stored on the Web where it is available for indexing by search engines.

ONIX Descriptions. Another ONIX initiative is the creation of records that contain publishers' descriptions of books. Based on ONIX-encoded materials, file creation and linking is similar to that of the ONIX TOC initiative above, and the project has created approximately 105,000 such records.

ONIX TOC. The Library receives this data directly, and with programming developed by BEAT, the project creates Table of Contents (TOC) records that the Library makes available on the Web. Hyperlinks are made from this TOC data to the catalog record, and the reverse. To date the project has created about 47,000 ONIX TOC records.

ECIP Tables of Contents. Using programming by three BEAT team members, this project creates a Web-based TOC for virtually 100% of all ECIP records that contain TOC data. This data is created programmatically and a hot-link in the TOC to and from the underlying record in the LC Catalog is made for every item. The program handles most diacritical marks, and also enriches the TOC Web display with the LC Subject Headings that were applied by cataloging staff. As of June 2004 approximately 30,000 Electronic CIPs (ECIP) TOC records had been added to the Web server. In addition, many catalogers take advantage of the Directorate's Text Capture and Electronic Conversion program to add TOC data directly into the bibliographic records they create for publications submitted in the ECIP program. To date, more than 22,500 records have been enhanced to include such information.

Digital Tables of Contents. The Digital Tables of Contents project creates machine-readable Table of Contents (TOC) data from TOC surrogates. These data are subsequently HTML-encoded and placed on an LC server. The process cross-links the TOC to underlying catalog records. Both the catalog records themselves and the linked TOC data may be viewed through a Web browser. Almost 23,000 TOCs have been created and linked in this project. More than three million hits have been recorded on the TOC files section of the Library's Cataloging Directorate Web pages for the three TOC projects combined.

Cataloging in Publication (CIP). The Electronic Cataloging in Publication (ECIP) program now includes more than 2,800 publishers, and nearly half of all Cataloging in Publication requests are received electronically. This reduces postage and handling costs, generally cuts throughput time by 50 percent or more, and provides higher-quality access for the catalog user because subject analysis is done from the full electronic galley rather than from a few pages, as is typical with paper CIP galleys. A pilot program to utilize publisher-supplied summaries in catalog records for juvenile nonfiction began in April with the issuance of guidelines for publishers in drafting summaries. The pilot will be publicized at ALA in Orlando.

Cataloging Policy

Descriptive cataloging. 2004 Update to AACR2. Descriptive policy specialists with assistance from other catalogers were involved in the proofreading of the 2004 updates to the Anglo-American Cataloguing Rules, 2nd edition (AACR2). ALA Editions is planning for a summer issuance of these updates which include such things as changes to rules on inaccuracies and transcription of series titles; consolidating rules on sources of information into 1.0A; removing area 3 from chapter 9 (electronic resources) but adding an option to give physical description for an electronic resource that is available only by remote access; adding options in chapters 6 (sound recordings) and 7 (motion pictures and videorecordings) to optionally add terms in the specific material designations that are in common usage; removing predominance as the basis of description for multipart monographs; adding an instruction in rule 21.29 regarding serials, multipart monographs, and integrating resources; and providing some additions to the list of Malay titles at rule 22.27D.

Proofreading was completed for the Concise AACR2, which is also expected for a summer release.

Greek romanization table. The Cataloging Policy and Support Office (CPSO) has completed a draft revised Greek romanization table that will shortly be distributed for comments. As with the existing table, the revised table will also be used for Coptic until such time as a separate Coptic table becomes available.

LCRI 25.5B on uniform titles for motion pictures, television programs, and radio programs. Since the Library of Congress Motion Picture, Broadcasting, and Recorded Sound Division (M/BR/S) uses Archival and Moving Image Materials, 2nd ed. (AMIM2) in cataloging moving image materials, there has been little guidance in LCRI 25.5B with respect to the AACR2 approach to the application of uniform titles to these materials. CPSO has been aware of this lacuna for some time, the most recent reminder being questions stimulated by an attempt by LC's Cooperative Cataloging Team to develop an FAQ on uniform titles and a paper written by Greta de Groat, Stanford University (Discussion Paper--Uniform Titles for Moving Image Materials OLAC CAPS Meeting, ALA Midwinter, 2001). CPSO, working with the Program for Cooperative Cataloging (PCC) Standing Committee on Standards (SCS) has attempted to address this lacuna for PCC libraries. A revised third draft of LCRI 25.5B

attempts to address the concerns expressed in comments on an earlier draft reviewed at the beginning of 2003 and is available for comment at http://lcweb.loc.gov/catdir/cpsso/25_5b3.html [August 2004]. Comments may be sent to the CPSO email account: cpso@loc.gov.

Unicode planning and multi-script decisions for cataloging policy. CPSO continues to lead discussions with key stakeholders that began in September 2003 planning for LC's policies regarding including original scripts in authority records, reviewing non-roman script policies for bibliographic records, and working with RLG and OCLC on these policies to stay in synchronization nationwide. Current discussions focused on scripts to use for numerals, and especially multi-digit numerals embedded in right-to-left scripts (Arabic, Persian, Hebrew, and Yiddish).

Workbook of CJK AACR2 and LCRI examples. Five chapters of the Descriptive Cataloging of East Asian Material: CJK examples of AACR2 and Library of Congress Rule Interpretations have been posted on the Cataloging Policy and Support Office (CPSO) Web page at <http://lcweb.loc.gov/catdir/cpsso/CJKIntro.html> [August 2004]. The CJK examples, a joint project of the Technical Processing Committee of the Council on East Asian Libraries (CEAL) and the Library of Congress, update and expand the 1983 publication AACR2 workbook for East Asian publications. These examples were compiled primarily to show non-LC catalogers of CJK material, many of whom are non-native speakers, how AACR2 and the LCRIs (Library of Congress Rule Interpretations) applied to the material they cataloged by providing actual illustrations from CJK bibliographic records, in the same manner that AACR2 and the LCRIs provide examples in western languages. The compilation not only updates the workbook to reflect changes to AACR2 and the LCRIs, but also broadens the scope to include the rules that govern specific types of material. Examples for individual chapters of AACR2 and related LCRIs were compiled by CEAL members between 1997 and 1999. Most of the roman, and all of the nonroman text of the compilations then had to be keyed in manually by LC staff. Chinese, Korean and Japanese language catalogers at LC then reviewed and edited the compilations, followed by another thorough review by CPSO specialists. The examples are presented in a familiar format. They follow the text of AACR2 and the LCRIs themselves. Efforts were made to find examples of each and every rule, in each of the three CJK languages, so that a rough balance would occur within each chapter. All examples have been taken from Korean, Japanese, and Chinese language bibliographic records. Some examples appear only in roman form, just as they do on bibliographic records. CEAL members and LC staff agreed that a digital version of the examples should be posted on the Web to make them conveniently available to a wide audience. This is a work in progress. LC staff will continue to review and edit the compilations of examples for the remaining chapters of AACR2 and then post them on the CPSO home page, as soon as they are available.

LC Classification. "Divide like" notes discontinued in Classification Web. Many spans of numbers in LCC formerly had notes reading "Divide like ...," "Subarrange like ...," or "Subdivide like" This required the user of the classification

schedule to look up the span of numbers referred to in order to determine how to break down the pertinent span. All notes of this type have now been eliminated. They have been replaced by either explicit breakdowns of the spans in the text of the schedule itself or by references to newly created external tables that provide the breakdowns. In the latter case, if the enhanced or hierarchy browser is used, the external table is brought into the schedule by clicking on the link, so there is no longer any need for the user to compare two spans and do a manual calculation.

Although notes of this type appeared throughout LCC, they occurred most frequently in the P schedules. As a result, there are now a large number of newly created external P tables that appear only in Classification Web, not in the pre-2004 printed editions. As new printed editions are issued, including those mentioned above, these external tables are being added. Other classes are similarly affected but with much less frequency.

Maps for Class G now available in Classification Web. The printed maps that appear in the G schedule are now accessible through Classification Web as well. Links to these maps appear at appropriate locations throughout the atlases and maps portions of class G, for example, above G1000, at G2200-2202, above G3180-3182, etc.

Religious law. The following five religious law schedules are now in use at the Library of Congress: KBR/KBU Canon Law (2003 enlarged and revised ed.); KBM Jewish law (2003 ed.). Includes references to a completely revised BM (Judaism); KBP Islamic law (2003 ed.); KB (Religious law in general. Comparative religious law, 2003 ed.). These five schedules are online and can be accessed on Classification Web. The print edition, which will include all five schedules, will be published this year.

Reclassification has been underway for three years and includes reclassification of (1) mostly rare or (2) selected materials viewed in the field as important but not readily accessible, and (3) legal materials transferred from the "twin" collections BR/BS/BX (Christianity); BM (Judaism); BP (Islam) and LAW (unclassified) Ancient law materials. Moreover, a substantial part of KJA (Roman law) was recataloged or reclassified as part of a collection alignment and preservation effort, also with an eye on future digitization efforts.

Subclass G (Cartographic materials) - Geographic Cutter numbers (Tables G1548-G9804). The 2001 edition of Class G includes Tables G1-G11. Although references to Tables G1548-G9804 appear throughout the schedule, it was not practical to include those tables of geographic Cutter numbers in the printed schedule because the Cutters now number over 100,000. Online access to the tables is available by subscription to Classification Web. In addition, the Library of Congress has now made them available at no charge in the form of a PDF file that will be updated on a regular basis. The current version of the file was updated in May 2004. It is located on the CPSO Web site at:

<http://lcweb.loc.gov/catdir/cpsog/cutter.html> [August 2004].

Library of Congress Subject Headings (LCSH). Changes to the subject heading "Aged" (to "Older people"), as well as to other headings that incorporate the word "aged," were approved on LCSH weekly list 04/11. LC catalogers began using the new forms of these headings immediately thereafter. The approved list 04/11 has been posted to the Web at:<http://lcweb.loc.gov/catdir/cps0/awls0411.html> [August 2004]. CPSO is in the process of updating existing bibliographic records, which number over 10,000.

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