Have I Got an Organization for You!

Olac
Online Audiovisual Catalogers, Inc.
...The Internet and AV Media Catalogers Network

*By Kevin Furniss, Cataloging/Systems Support
Librarian, William Howard Doane Library, Denison University*

Time was when non-book materials were the orphans of library collections. They were considered difficult to collect, to organize, to use, and even display on library shelves. As a consequence these materials took a back seat to book and journal collections. Well, not any longer. We're dealing with new information technologies every day. Traditional book catalogers now have to deal with such non-book items as companion CDROM's or DVD's. Even books themselves are now electronic!

If you find yourself overwhelmed trying to keep up with changing and developing cataloging standards for non-book materials, have I got an organization for you! Online Audiovisual Catalogers (OLAC) was started in 1980 to serve as a network for non-book cataloging specialists, to assist in developing cataloging rules for better identification and organization of non-book materials, and to promote the use of these materials in libraries. OLAC began these efforts by publishing a quarterly newsletter, but over its 22-year history has gone on to sponsor ALA programs, organize a Cataloging Policy Committee (CAPC) whose recommendations are forwarded to such bodies as the AACR Joint Steering Committee and the ACLTS Subject Access Committee, provide an electronic discussion list (OLAC-LIST@listserv.buffalo.edu) to foster communication among a/v catalogers, and to put on a biennial conference.

The most recent conference was held September 27–29, 2002 in St. Paul, Minnesota. The keynote speaker, Jean Weihs, reflected on her 50-year career as an audiovisual cataloger, taking us from the initial dearth of rules and guidance and her efforts to create those standards to the promising future reflected in the 1997 Toronto conference on the principles and future of AACR. Jean gave a heartfelt and inspiring address, and we all came away with renewed vigor and sense of purpose.

The mainstay of OLAC conferences is the set of "two hour mini-workshops" given to provide guidance to both neophytes and seasoned professionals on the cataloging of specific types of materials. The traditional offerings include videorecordings, sound recordings, computer files, maps, and realia. The workshop leaders have national reputations for their expertise, and include such well-known names as Nancy B. Olson and Jay Weitz. Although some basic knowledge of AACR and MARC coding and tagging is expected, these workshops start from square one and deal with the AACR's that have the greatest impact on cataloging the items dealt with in the workshop. In addition to the standard workshops, each conference will offer special workshops when suitable workshop leaders are available. The special workshops during this conference were *Cataloging Moving Images using AMIM*, taught by Jane Johnson of UCLA's Film and Television Library, and *Creating Annotations for Non-Book Materials*, taught by Donald Clay Johnson, Curator of the Ames Library of South Asia, University of Minnesota.

Along with the workshops, OLAC conferences also provide training sessions for ongoing programs and projects. At each conference Ann Caldwell of Brown University provides training for the NACO-AV funnel project. The training offered here is a subset of full NACO training that focuses specifically on creating name authority records generated from audiovisual materials. If you are interested in participating in the NACO-AV funnel you can consult the NACO-AV section of the OLAC web site.

In addition to the NACO-AV funnel training, we were pleased to present the SCCTP Electronic Serials Cataloging Workshop, conducted by Cecilia Genereux of the University of Minnesota. The training session covered types of e-serials, AACR and CONSER practice, aggregators, and problems and challenges, both general and local. Those who attended were unanimous in their praise and came away with new ideas and ways of handling e-serials at their institutions.

To allay any impression that OLAC conferences are all business, each conference includes an excursion to allow us to network, relax, and let our hair down. In St. Paul we were treated to a boat ride down the Mississippi, complete with excellent hors d'oeurves and desserts. We had over 180 attendees from all over the United States and Canada, and it was nice to get a chance to chat with some of them. In fact, on Saturday evening, I invited a couple of delegates to join me at a concert of the St. Paul Chamber Orchestra, with guest pianist Emanuel Ax, for a Mozart concert just two blocks from the conference hotel.

If you've never been to an OLAC conference, I encourage you to attend. You'll learn a lot, make new friends, and have a great time. If you're not a member of OLAC, please check out the OLAC web site (http://www.olacinc.org) for membership information. If you'd like to talk with someone about OLAC, feel free to contact any Executive Board listed on the site. We look forward to hearing from you.

Technical Services 2003
Inspiration, Example, Synthesis

May 7-8, 2003
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more information is available at:
http://www.olc.org/WorkshopDescription.asp?ID=218

Behind the Statistics

Jennifer Bull
Supervisor / Head Cataloger Technical Services, Ashland Public Library

Whether a department is titled Technical Services or known by another name, those who acquire, catalog, process, and package items for use by library staff and customers have this common thread: *Service performed behind the scene can easily be forgotten or overshadowed by the result of that same service.*

We offer our organizations knowledge, skill, creativity, technique, and the ability to perform our tasks with excellence in a timely manner. Yet most often the focus is on our end product, not on the pursuit of producing it. How ironic this is; for the result is dependant on the process.

At the end of the year, I was asked to compile statistics to summarize activity performed by our Technical Services Department. Our library director wanted totals for items added and for items withdrawn in 2002. As I gathered the statistics available from our monthly reports, I also noticed other topics and comments listed month by month throughout the year.

I was struck with the task before me, condensing a year of departmental tasks into two precise figures. While I recognized the importance of these yearly totals, I found myself frustrated with this nutshell summary. So many items have passed through our hands as we worked on them, items that required special attention or consideration. As I looked through those monthly reports I had to set aside the memories that surfaced to go about the business of totaling figures. I was very pleased with our totals, and happy to offer the report, but I had a nagging feeling that still troubles me. I am left wondering what these figures actually report. Oh, I know they are totals, and the bottom line is that we either add items to our library holdings, or we remove them. I'm pleased with all we were able to accomplish, so what nags me?

These two figures represent a year's worth of work. Each morning when we arrive we begin the day surmising our workload. We make decisions by the moment, by the hour, by the day that affect the timing of items arriving into the hands of others. Yet, the reality of the situation is that those who receive the items in hand can never fully realize the steps and thought that prepared them for use. This is the nature of Technical Services work.

Recently I was on the main floor of our library attempting to troubleshoot a problem item that a library associate couldn't find. In the process of trying to track down this item, a library Circulation clerk offered advice on locating this item by the way it was labeled. I realize that she was trying to be helpful, but how ironic that she described this labeling/color-coding method to the person who created it, saying how it "makes the item easy to identify." I thought of this as one more indication that library personnel on many levels have no idea what we do in Technical Services. They likely view the end result without recognition or consideration for the steps involved.

That brief exchange with our library clerk was not the time for an explanation of Technical Services labeling methods, but the time will come. I know that in order for others to realize what we do, we must look for opportunities to talk about our work. I've been an advocate for marketing Technical Services and for educating others about the services we provide not only to the library but for our local customers. I am continually convinced that this is necessary for the benefit of all who share the same type of work.

Although our work may be performed in the backroom, the basement or down a lengthy corridor on an upstairs floor, the result of our labor is in full view of the public eye. I propose that we continue to develop initiative and means to communicate the value of service offered, at every given opportunity. What we do makes a difference for our organizations, for our staff, for our library customers. Behind every statistic is the route to producing it. Our route is meaningful and our labor, valid.

AACR2 2002 – The Year we Described the *Integrating Resource* (Among other Changes)

By Margaret Maurer, Cataloging Manager, Kent State University Libraries and Media Services

The original plan called for the *Anglo American Cataloging Rules 2002 Amendments* to come out last summer and to be implemented then. It didn't quite happen that way.

Instead, the *Amendments* came out last summer and the Library of Congress and CONSER did not implement them until December 1, 2002. Furthermore the bibliographic utilities (OCLC, RLIN) have not yet been able to change their coding to accommodate the new concepts because they require a new material type "i" and a repeatable 260 field. This has made for some confusion, a partial implementation and plans for interim coding.

Don't panic. An overview of the changes and their implementation is provided here. However, as with all changes to *AACR2*, it is recommended that catalogers go to the source, and information on purchasing the new 2nd edition, 2002 revision has been provided. This new edition is a loose-leaf publication for the first time, to allow for more frequent updates, so libraries really should consider purchasing a new base text at this time from ALA. The *Library of Congress Rule Interpretations* (LCRI) have also been updated and should be consulted if you have access to them. CONSER standards should also be consulted.

The single most universal change is the elimination of Rule 1.4D4 which instructed catalogers to transcribe the name of the publisher, distributor, etc. that appeared in the statement of responsibility in the shortest possible form in the publication, distribution area. This rule, left over from when we used to type on cards, was finally "judged to be unnecessary and inflexible." This change has been fully implemented and catalogers should begin following it.

There are extensive changes for map catalogers that are aimed at easier and better description of electronic cartographic materials. There are also some editorial and terminology changes that are important if you are cataloging cartographic materials. Map catalogers in particular, should consult the new AACR and the latest LCRI.
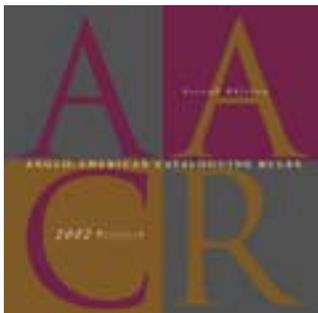
The *Anglo-American Cataloguing Rules,* 2nd edition, 2002 Revision is now available from ALA. This new edition features a completely redesigned loose-leaf format for easy updating that fits in a standard 3-ring binder. It already includes the fully integrated 1999 and 2001 Amendments and revisions approved and finalized through 2002. Major changes include rules for carto-graphic materials, electronic resources and continuing resources. Contact ALA at their online store by visiting http://alastore.ala.org/ or by calling ALA at 866.746.7252.

Type of Issuance

Finite Resources   **Continuing Resources**

Monographs   **Serials**   **Integrating Resources**
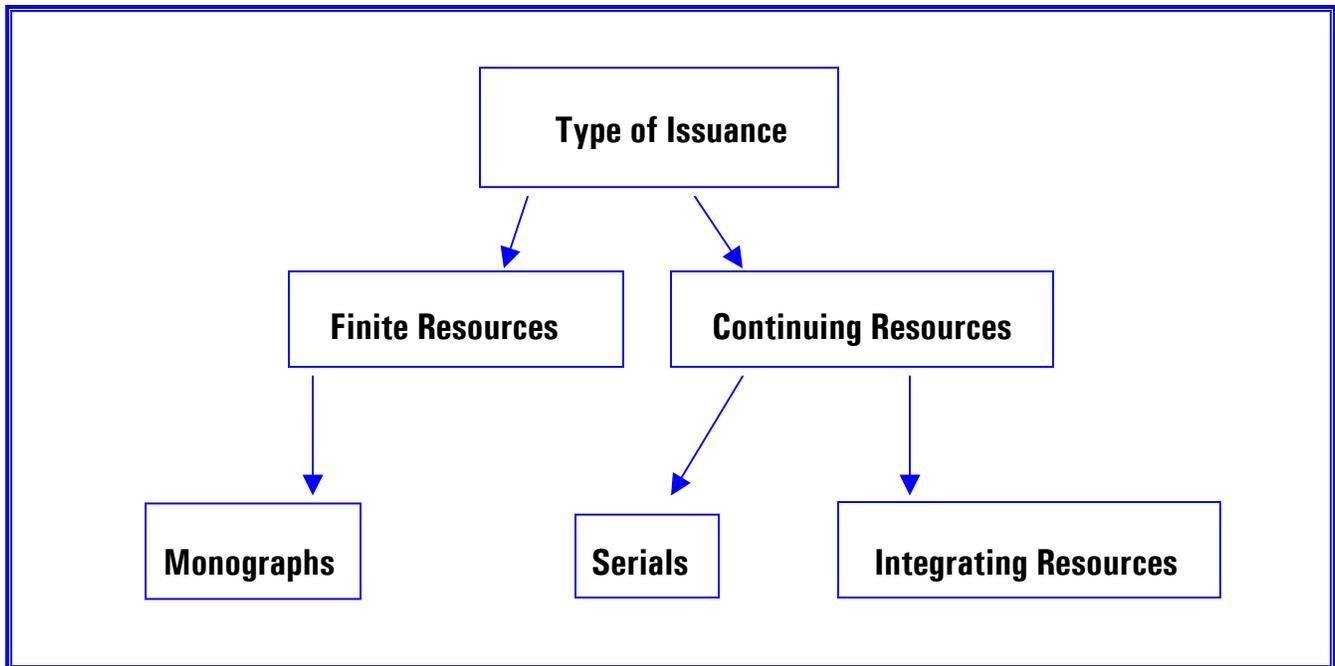
But the biggest change is the complete revision of Chapter 12, which has been renamed Continuing Resources and includes a new concept – integrating resources. Catalogers have struggled for years with ways to adequately describe items that change when they are updated. Web sites, loose leaf services and databases are not updated in the same way that serials are updated. Instead, they are fundamentally altered each time they are updated. Often treated as serials, these poor stepchildren are not serials and are not really monographs. Now instead of a conceptual world containing only monographs and serials, there will also be integrating resources, and these items will be described according to new rules created just for them.

Looking at the chart provided here might make the relationships between these different kinds of resources clearer. The chart divides the universe of things to be cataloged into groups or categories that can then have differing descriptive rules and coding applied to them. The divisions are based on the way that they are issued, which may be as finite resources or as continuing resources.

A finite resource is something that is issued only once or that is issued with a predetermined conclusion. A single DVD, a best seller or a children's book would be examples of finite resources. A continuing resource is something that is issued over time and has no predetermined conclusion. Magazines, newspapers, and loose-leaf services are examples of continuing resources.

Serials are continuing resources that are issued over time in discrete units with no predetermined conclusion. Integrating resources are continuing resources that are issued over time with no predetermined conclusion, but are also "changed by means of updates that do not remain discrete and are integrated into the whole." Examples of integrating resources include loose-leaf services, databases and web sites that are updated regularly. Most integrating resources are continuing, but there can be finite

integrating resources. Both finite and continuing integrating resources will be cataloged using AACR2R Chapter 12, and both will have a new bibliographic level code of "i".

The descriptive rules for integrating resources in AACR2 have been implemented, but the major utilities cannot yet accommodate the use of the new bibliographic level code "i" in the fixed field. Catalogers following OCLC guidelines, integrating resources should code integrating resources as monographs until the implementation of the new code "i". However, a serial 006 field should be added to the record to indicate the type of continuing resource, the entry convention and the frequency of updates.

Descriptive practices for integrating resources in particular will be very different from serials cataloging. Serials are described based on the earliest issue available under successive entry guidelines. Integrating resources will be described from their latest iteration and will therefore be actively updated.

Anyone interested in fully understanding how to catalog integrating resources will need further study. CONSER is turning out a new CONSER Cataloging Manual and a new CONSER Editing Guide is in the works. CONSER is also offering training. OCLC has also issued OCLC-MARC coding guidelines for cataloging integrating resources. Simply examining Chapter 12 in the new AACR2R 2002 Revision will also help. A list of helpful web resources has been included at the end of this article.

Pay attention to information provided by your bibliographic utility and your automated system vendor, as they will need to implement these changes. If you automation system allows you to limit searches based on bibliographic level you will also need to determine how you will display materials with a bibliographic level "i".

Many Thanks to Andrea Olson, Serials Cataloging Coordinator, Cleveland Public Library, for her assistance with this article.

Web Resources for AACR 2002 Revisions

AACR and MARBI actions Relating to Integrating Resources [PowerPoint presentation from BIBCO/ CONSER Operations Meeting, May 3, 2001]
http://www.loc.gov/acq/conser/integratingresources/sld001.htm

ALA Online Store *(Anglo-American Cataloging Rules, Second Edition, 2002)*
http://alastore.ala.org/

Cataloging Electronic Resources: OCLC-MARC Coding Guidelines
http://www.oclc.org/connexion/documentation/type.htm

CONSER Home Page
http://www.loc.gov/acq/conser/

CONSERline Home Page
http://www.loc.gov/acq/conser/consrlin.html

Joint Steering Committee for the Revision of AACR2 [Other documents on revising AACR2 to accommodate serality]
http://www.nlc-bnc.ca/jsc/docs.html#seriality

Library of Congress Implementation of the 2002 Edition AACR2 – Training Materials
http://lcweb.loc.gov/catdir/cpso/train.html

Library of Congress Implementation of the 2002 Edition AACR2 – Significant Changes
http://lcweb.loc.gov/catdir/cpso/aacr2002.html

Monograph, serial, or integrating resource: guidelines for making the decision (LCRI 1.0):
http://lcweb.loc.gov/catdir/cpso/lcri1_0.html

Transforming AACR2: Using the Revised Rules for Chapters 9 & 12 [PowerPoint presentations from NASIG 2002 by Steve Miller, University of Winconsin]
http://lcweb.loc.gov/acq/conser/aacr2002/A2slides.html

Coordinator's Corner

Welcome to a new year and a largely new group of individuals working for and with people in Technical Services. Any group builds on what its predecessors started and our group is not different in that respect. We are fortunate to have had dedicated and hard-working people precede us.

I am focused on keeping what has been good and looking at what we could do better. To that end, I invite comments and suggestions from our membership and the library community at large. Let us know what you need and what has been helpful in the past.

We are excited about the diverse selection of Chapter programs we are offering this spring and about the workshop being presented in May at Mohican State Park, whose keynote speaker is Janet Swan Hill.

Lastly, we are looking to the future of our group by asking technical service people to consider a run for office. Everyone has something to contribute, and I promise you it would be a learning experience.

With that being said, I look forward to a year of hard work and fun, a year of accomplishments but probably with some disappointments, and a year of learning and growth.

-- *Joanne Gilliam, Coordinator*

New 007 Coding for DVDs

Jay Weitz, Consulting Database Specialist, OCLC Online Computer Library Center

On December 1, 2002 a new code "v" was implemented for the videorecording 007 field's subfield $e (MARC21 field 007, position 04). The new code "v" will be used to identify all DVD videos. Many automated library systems will now be able to limit to just DVDs by using this new fixed field coding.

DVDs use the digital PCM (Pulse Code Modulation) technique to represent video information on a grooveless, smooth, round plastic disc. Most DVDs are 4 ¾ in. in diameter, although some smaller 3 inch discs have also been commercially produced. DVDs are usually identified by the term or trademark *DVD*, *DVD VIDEO*, or *VIDEO CD* (the standard compact disc logo with *DIGITAL VIDEO* below it).

DVDs have been commercially available only since 1996. A typical DVD will be coded and described as:

007   v $b d $d c $e v $f a $g i $h z $i s
300   1 videodisc (99 min.) : $b sd., col. ; $c 4 ¾ in.
538   DVD, Dolby digital stereo.

The existing videorecording format 007 $e (position 04 in MARC21) value "g", previously defined as *Laser optical (reflective) videodisc*, has been redefined more narrowly as *Laserdisc*. Code "g" is now to be used only for videodiscs that use the analog PWM (Pulse Width Modulation) technique to represent video information on a grooveless, smooth, round plastic disc.

Laserdiscs exist in three standard commercially produced sizes: 12, 8, and 4 ¾ inch. The 12 inch discs are the most common, typically used for movies; they are usually identified by an LD trademark (with the phrase *LASER DISC* or *Laser Vision* below the LD trademark), *LASERVIDEODISC*, *DiscoVision*, *LaserDisc*, *LaserVision*, or similar phrase.

Much less common are the 8 and 4 ¾ inch discs, typically used for music videos or other short video programs; these are usually identified by the term or trademark CDV (*CD VIDEO*), VSD (*VIDEO SINGLE DISC*), or LD (*LASER DISC*). These analog laserdiscs became commercially available in 1978, but production declined rapidly after 1998 because of the success of the DVD digital format.

The code "g" should no longer be used for DVDs.

Using the OCLC Connexion Browser: An OCLC Tutorial
http://www.oclc.org/connexion/support/training

A tutorial on the Connexion browser is freely available on the OCLC website. The OCLC Connexion service is the next "face of OCLC cataloging," destined to integrate and replace most of OCLC's various cataloging services, including Passport, CatME, CORC and CatExpress. The initial browser was released on July 1, 2002 and will be gradually phased into full implementation. Even non-OCLC librarians can experience the tutorial which includes an overview as well as information on searching WorldCat using the interface, editing and creating bibliographic records, printing labels and managing constant data.

Book and Electronic Resource Reviewers Welcome

Have you read a good book, seen a new web site or found a useful journal (print or electronic)? Spread the word by sending your thoughts to *TechKNOW*. We're also interested in what you have to say about training, serials, AV processing, inventory, vendor relationships, cataloging rule changes, or anything else remotely related to technical services work.

We'll offer you a chance to be heard by your peers, an opportunity to be published on the web, and a friendly thank you letter. Contact Margaret Maurer for more information.

TS Division Road Show

Don't miss these exciting programs at your local OLC Chapter Conferences:

Follow That Series! Learn how and why we keep track of books in series from the viewpoint of a Technical Services Librarian, and Public Service Librarians in both the Children's and Adult Service areas.

Featuring Louisa J. Kreider (Cleveland Public Library), Molly J. Campana (Westlake Porter Public Library), Timothy Capehart (Dayton Metro Library), Gale Lipucci (Willoughby-Eastlake Public Library), Becky Shea (Cincinnati Public Library), Cindy Vanderbrink (Toledo-Lucas County Public Library), Nancy Bruck (Dayton Metro Library), Ann Marie Cindric (Euclid Public Library), or Richard Fox (Cleveland Public Library) depending upon the chapter conference attended.

Opening Pandora's Box. Learn how libraries of differing sizes package or repackage their AV material. Presenters will also discuss criteria used in deciding on whether to retain, repair or discard an item.

Featuring Barbara Niekamp (Washington-Centerville Public Library), Deborah Hathaway (Dayton Metro Library), Travis Bautz (Dayton Metro Library), Marianne Monger (Cleveland Public Library), Loraine Lamont (Shaker Heights Public Library), or Kristen Drake (Shaker Heights Public Library) depending upon the chapter conference attended.

Lean Times: Cost Cutting Tips for Technical Services. This session provides an opportunity to learn and share tips for cutting expenses through changes in acquisitions and processing procedures, in addition to supply purchases.

Featuring either Georgianne Balcas Doyle (Cuyahoga County Public Library) or Laura Casey (McKinley Memorial Library) depending upon the chapter conference attended.

Lean Times: Refurbishing Books.   Come see this demonstration of basic book mending, focusing on the most efficient and cost effective ways to get the maximum number of circulations.   Up front processing, spine tightening and repair of torn pages and hinges will be presented.

Featuring Lenora Whiston McCoy (Cincinnati Public Library) or Judy Aldrich (Toledo-Lucas County Public Library) depending upon the chapter conference attended.

Cataloger's Desktop: What To Do With It and When to Do Without It.   Explore the contents of Cataloger's Desktop, and get a brief demonstration of how it works. Learn how to do your own benefit analysis of Cataloger's Desktop compared to cataloging resources in other forms.

Featuring Sevim McCutcheon (SEO Library Center) at the Northeast Chapter Conference.

ACQWEB   **http://acqweb.library.vanderbilt.edu**

If you work in acquisitions, you should keep AcqWeb running in the background on your PC. It really is that simple. AcqWeb provides links to and information about more acquisitions web resources than you can imagine. There is access to news and information services related to acquisitions, including weblogs, newsfeeds and discussion lists. There is information about associations and organizations. There are verification tools that help you determine if something is out of print. Access to library catalogs, bibliographic utilities and world wide web collections is available. But wait, there's more!

AcqWeb has a wonderful publisher and vendor director. You can access the publisher web sites alphabetically, geographically or by subject. Directory information includes email and web page listings as well as surface contact points (phone, fax, address). There are links to a variety of institutions' acquisitions policy or procedure manuals. There are gifts policies and copyright and licensing information. But wait, there's more!

Links to archives for electronic conferences of professional interest are provided. Web reference resources for acquisitions librarians are listed, as are links to search engines and subject classifications on the web. There are even some humorous sites, like the *Publisher's Page of Shame*, a collaborative list of new books purchased by libraries that have fallen apart almost immediately.

Begun in 1994, AcqWeb joined forces with ACQNET, the electronic newsletter for acquisitions librarians in 1995. AcqWeb is maintained by librarians at Vanderbilt University and edited by librarians at Vanderbilt, University, Georgetown University and the University of Saskatchewan.