The Library Catalog, Cataloging, & Catalogers
Demystifying Technical Services Work in Libraries

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Topics Discussed

• Library Catalogs, Discovery Layers & Integrated Library Systems (ILS)

• Cataloging as a Profession: If *everything* a copy, then who put in the original record?

• Discovery, Research, & the Cataloging Profession at a Glance

• Overview of Cataloging Concepts with Examples
What is...

• A library catalog is a database comprised of data which represents physical and digital objects libraries steward and have access to, but also contains vast datasets that describe those items.

• A discovery layer or discovery system provides search, discovery, and access to bibliographic items at the library and access to databases.
  
  • Ex Libris Primo & Primo VE, OCLC WorldCat Discovery, and open-source products Blacklight and others.

• Integrated Library Systems (ILS) are the digital successors to library card catalogs. ILS’s also handle libraries various types of data and metadata used to purchase, catalog, display, access, and circulate library materials.
  
  • III Millennium & Sierra, Ex Libris Voyager, SirsiDynix Symphony, and open-source Koha and FOLIO.
  • Ex Libris Alma is a cloud-based library services platform, which combines traditional ILS functionality with additional features, tools, and services.
Ex Libris Alma is a library discovery platform with ILS functionality.

Alma consists of an institutional zone (local), a community zone (shared), and a network zone (consortia).

Alma is configured as a single institution with each campus maintaining a certain level of autonomy.
  - Bibliographic records are shared across campuses. Each campus adds their local holdings.

Each campus has individual library locations, such as MD Anderson, Music, Art/Arch, etc.
  - UH Law is configured as a library under UH Main in Alma, not as a campus like Clear Lake or Downtown.

For more information on Alma & Primo VE please see Keith Komos and Frederick Young’s, "Introduction to Alma & Primo VE" presentation to CSS.
Search and Discovery in Primo

• The landing page for Primo defaults to a search box for discovery.

• See also the “Advanced search” option, below the “search” button.

• “Advanced search” allows for Boolean searching with and-or-not operators.

• These options can be further faceted by the right-hand column when viewing an item in the catalog.

• Browse search is also a very useful feature for seeing how items sort in the catalog by title, author, call number or subject heading.
Cataloging at a Glance

- **Cataloging** or resource description is the professional practice of describing bibliographic items, as well as contributing authority records in a shared environment.

- Organizations may have separate functional areas or units that work with non-MARC data and metadata schema outside of traditional library cataloging environment.

- Cataloging is the “nervous system” of any library and is foundational in how materials are described, processed, and circulated in any print collection or eResource library.

- MARC is **MAchine-Readable Cataloging** and a structure to hold bibliographic information for materials of all formats.
What is "Original" Cataloging?

• Technical services departments generally classify catalogers as "copy" catalogers or "original" catalogers.

• "Original" cataloging refers to labor that produces new bibliographic data, as well as the creation and maintenance of authority data.

• Includes project management, high-level subject analysis, classification and shelflisting, and working with data transformation tools and process.

• Organizations today often require an MLS/MLIS for "original" cataloging roles.
Original Cataloging and Authority Work

• **Name authority records (NARs)** are MARC records that describe people, places, works, and series. NARs are linked to bibliographic data allowing for authority control across systems.

• Expert catalogers can request individual or institutional [NACO](https://www.loc.gov/services/naco/) (Name Authority Cooperative) training from Library of Congress (LOC).
  - One-time 40-hour training session, followed by a ~6-12-month review period with a NACO cataloger.

• Institutional minimum of ~200 authority records per year for people, geographic locations, conferences, groups, etc. Requires biannual statistics and reporting from PCC members.

• Catalogers may complete a separate review process for series NARs and musical works and expressions ([NACO-Music Project](https://www.loc.gov/services/naco/music/)). Training can become out of date requiring review again.

• [BIBCO](https://www.loc.gov/services/bibco/) participants contribute bibliographic records to shared international databases, meeting or exceeding BIBCO Standard Record requirements, including access points backed by complete authority work, both descriptive and subject.
What is "Copy" Cataloging?

• Copy cataloging refers to labor that enhances existing bibliographic data and provides quality control for local bibliographic data.

• Copy cataloging work requires a fundamental understanding of MARC bibliographic data/records, LC classification shelf-listing, and institutional technical services workflows.

• Copy catalogers often complete day-to-day cataloging of monographic books and are the backbone of any cataloging unit/functional area.
Cataloging Functional Areas at a Glance

- **Head of Cataloging**
  - Reports to the Head of Technical Services
  - Supervises/trains all catalogers, oversees policy, and best practices
  - NACO training is often required

- **"Original" Catalogers**
  - Reports to the Head of Cataloging
  - May supervise staff and/or students
  - May or may not be NACO trained or have a subject specialization

- **"Copy" Catalogers**
  - Reports to a Librarian ("Original" or Head)
  - Completes day-to-day copy cataloging work
  - May do original cataloging or supervise staff/students

- **Graduate Assistants & Undergraduate Employees**
  - Completes day-to-day processing of cataloged materials
  - May copy catalog under supervision with training

Conscious Editing at UH Libraries

- **Conscious editing**, or reparative description, is a culturally sensitive approach to carrying out evidence-based reparative work to library, museum, and archival metadata in both public and administrative spaces.

- Formed the UH Conscious Editing Working Group ([UH-CEGW](#)) in September 2021.

- Reparative Cataloging: A Panel Discussion at [ELSUG 2022](#).

- Updated approximately 2000 bib records to add Noncitizens and Illegal immigration terms and remove “aliens” terms.

- Future updates include adding LGBTQ+ terms from Homosaurus and updating LC classification headings with new cutter letters.
  - Cancellation of cutters for Negroes. For example: D547.N4, "Negroes in World War I," was replaced by D547.B64, “Black people in World War I.”
Common Cataloging Myths and Assumptions

Doesn't the Library of Congress have records for all or most bibliographic titles?
  • LOC does not acquire nor catalog most materials published in the U.S.
  • All Participants of Cooperative Cataloging (PCC) members contribute or edit high-quality bib and authority records for shared use across library systems worldwide.

Cataloging takes forever!
  • Quality of copy (if available), the expert knowledge of the cataloger, and adequate staffing levels ultimately determine how quickly material is cataloged, not the act of cataloging itself.
  • "Shelf ready" materials are in fact "minimally processed" and still require review/handling by staff.

Cataloging is too complicated!
  • Although cataloging work can be complex, as with any technical skill/occupation it requires formal training with experienced professionals to become proficient at.
  • Catalogers never stop learning because technology, metadata schema, library catalogs, etc. at GLAMS organizations are constantly changing in innovative ways.
Core Concepts in Cataloging

- **MARC** is an acronym for “MAchine Readable Cataloging Record.”
- A **cataloging record** is a collection of metadata that represents a “thing.”
- Cataloging records represent tangible “things,” including physical and digital items institutions hold, as well as electronic resources they have access to.
- There are 5 types of MARC cataloging records: Catalogers chiefly work with bibliographic, authority, and holding records. The other types are classification and community.
- **Bibliographic records** consist of metadata that describes bibliographic materials.
  - There are 8 types of bib records: Books (BKS), Computer Files (COM), Continuing Resources (CNR), Maps (MAP), Mixed Materials (MIX), Scores (SCO), Sound Recordings (REC), and Visual Materials (VIS).
- **Authority records** consist of metadata with a standardized description of a name, title, or subject.
- **Holdings records** contain information for locally held physical and electronic bibliographic items. Holdings records are associated with (attached to) bibliographic records.
- Current cataloging practice combines the FRBR conceptual model, Original RDA Toolkit cataloging rules, in a MARC data environment. Developing cataloging practices combines the IFLA-LRM model, with Official RDA Toolkit rules, in a linked data “friendly” RDF data environment.
Bibliographic Records (MARC21)

• Bibliographic records consist of metadata that describes a tangible resource a library has.

• Resources such as... books, periodicals, sound recordings, video recordings. As well as 3D objects, such as, board games, sculptural artist books, models, etc.

• Computer scientist Henriette Avram developed the MARC format with the Library of Congress in the 1960’s. Card catalogs were replaced by MARC records which helped standardize and automate library systems worldwide.
  - Retrospective conversion (RECON) report
Single Part Item

- **Single-part item**: an item which is complete in a single physical part.

- For example, a single map, a music score, a one-volume book, or a computer file (electronic resource), etc.

- This is called a manifestation of a work, and other *editions* of this title are unique manifestations, even though they all "contain" the same work.

- Each manifestation has its own bibliographic record with an authorized access point for the creator to allow for collocation within a catalog.
Where U From / Wickett Crickett

300 1 audiocassette
344 analog $2 rdatr
344 $b magnetic $2 rdarm
344 $g stereo $2 rdapc
344 $h Dolby-B encoded $2 rdaspc

505 0 Where U from: (radio mix) --- Where U from: (Dirrt radio) -- Where U from: (street mix) -- Where U from: (Dirtt street) -- Can I hit it: (radio) -- I like (like that) -- Can I make hot -- Where U from: (screwed version).

700 0 DJ Screw, $d 1971-2000, $e remix artist.

Dunaway, Judy. Amplified Tenor Balloon

https://youtu.be/0PJ9sAzYk78
Authority Records (MARC21)

- **Authority records** consist of various types of metadata, including controlled and uncontrolled terms.
  - The main heading (authorized access point) in an authority record provides a standardized description of a concept, such as a name, title, or subject. Previously called a uniform title.
  - **Controlled terms** are specific words, phrases or tags (also called “strings”) established to consistently identify a concept within a given system.

- **Name** includes personal names, corporate bodies, conferences/events, and geographic names.
- **Title** includes authorized access points for works, expressions of works, and series.
- **Subject** includes controlled vocabularies; LCSH, LCGFT, etc.
- **Authority control** links each controlled terms to a corresponding authority record containing a unique identifier. Authority records are maintained both locally and externally by catalogers and their institutions.

**Personal name:**
Beyoncé, 1981-
  UF: Knowles, Beyoncé, 1981-

**Corporate body:**
Destiny’s Child (Musical group)

**Geographic name:**
Third Ward (Houston, Tex.)

**Name/title Authorized Access Point**
Beyoncé, 1981- Crazy in love.

**Series title**
Music matters.

**Subject heading:**
Rhythm and blues music.

**Subject (topical subdivision):**
Beyoncé, 1981-$x$ Biographies.
The Curious Case of Childish Gambino

I Have A Theory That Donald Glover And Childish Gambino Are Secretly The Same Person

From, "I Have A Theory That Donald Glover And Childish Gambino Are Secretly The Same Person" by Drew Landry via Medium

Glover, Donald
- Actor
- Comedian
- Television producer

Has work: This is America

Actor of: Community (Television program)

Real Identity

Alternate Identity

Childish Gambino
- Musician
- Lyricist
- Music producer

Has work: This is America
### I’ll Try Living Like This / Death’s Dynamic Shroud

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<td>508</td>
<td></td>
<td>James Webster, Keith Rankin, producers.</td>
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<td>너 땜에 맘이 맘이 맘이 맘이 괴로워요 -- Loving is easy -- …</td>
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<tr>
<td>650</td>
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<tr>
<td>655</td>
<td>7</td>
<td>Vaporwave (Music) $2 lcgft</td>
</tr>
</tbody>
</table>
A1.6: Death’s Dynamic Shroud (Joint Pseudonym)

Death’s Dynamic Shroud (Joint pseudonym)

Webster, James (Musician)

Honors, Tech

Giant Claw (Musician)*

Peake, Rebecca, active 2011-

Winter Sleep (Musician)*

Rose, Xepter (Musician)*

HCMJ (Musician)

Alternate identity

Real identity

Joint pseudonym

Alternate identity

Real identity

I'll try living like this, 2021

[Dreams]

[Selenitic Landscapes]

[Dalmatian II]

Giant Claw vs Guerilla Toss
Wrap-Up and Summary

- **Cataloging** or resource description is the professional practice of describing bibliographic items, as well as contributing authority records in a shared environment.

- Cataloging is the “nervous system” of any library and is foundational in how materials are described, processed, and circulated in any print collection or eResource library.

- Technical services departments generally classify catalogers as "copy" catalogers or "original" catalogers. The distinction varies but there are some broad strokes for two titles.

- **"Original" cataloging** refers to labor that produces new bibliographic data, as well as the creation and maintenance of authority data.

- **“Copy” cataloging** refers to labor that enhances existing bibliographic data and provides quality control for local bibliographic data.

- Although “original” catalogers handle training and project management, it’s copy catalogers that are the backbone of any cataloging unit/functional area.

- Current cataloging practice combines the FRBR conceptual model, Original RDA Toolkit cataloging rules, in a MARC data environment.

- Cataloging is moving towards both MARC and non-MARC metadata description with new tools.
Thanks!

Q&A!

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More Links:
ALA Music Cataloging with LC Vocabularies
SACO Music Funnel Website
MLA-CMC 2023 Town Hall Slides
UH Conscious Editing Working Group
Leo’s Works Published to the UH IR