

UCLA LIBRARY CATALOGING & METADATA CENTER
ANNUAL REPORT 2007-2008

Highlights of the Year's Achievements

Increasing Role in Metadata

The depth and breadth of the department's digital-resource-related activities greatly expanded this past year. Almost three-quarters of the Center staff (27 of the 37 staff in the unit) took part in the second phase of the AIDS posters; this was the Copy Cataloging Section's first involvement in this work. While creating metadata for the 500 posters, staff evaluated and provided feedback on the in-house Digital Library Collection System.

A team of seven staff in the unit met to draw up strategies for improving the 229,000 records being transferred from the Cuneiform Digital Library Initiative on campus to the custody of the Digital Library Program. These proposed batch actions formed a key part of grant proposal that was subsequently funded by the Institute for Museum and Library Services. Unit staff continued to work with staff in the Digital Library Program to fine tune implementation of these improvements. As part of a grant received earlier from the National Endowment for the Humanities, Kristen Wilson completed metadata for over 1300 Arabic and Persian documents in the Minasian project, another Digital Library Project.

Towards an improvement to the broad subject browsing offered by the E-Resources Database, another team of seven staff worked with John Wang to develop a new mapping from LC Classification to the 170 UCLA course catalog subjects. The work is over 90% completed and it will support RSS feeds for new library acquisitions that can also be featured on course web pages.

Raphael Villena enhanced David Williamson's Web Cataloging Assistant tool so that it could be used for multiple providers without re-programming. He demonstrated the revised program at an RLG Tools Forum in Boston in May, at the invitation of the organizers. Claudia Horning and Gabe Cardenas implemented its use to automate MARC-metadata creation for selected UCLA series in the CDL eScholarship Repository. Plans are being made to replace the skeletal OAI-harvested WorldCat records with these improved versions.

After a 2-year hiatus, the unit received and completed a very large broken link report from OCLC. Unit staff organized a June conference call with other library representatives and OCLC's Susan Walker, Thom Hickey, and Robert Bremer, after which they promised to generate another BibPURL error report. We are continuing to pursue strategies to get more reliable reports.

Cataloging requests for new e-resources and maintenance requests for existing e-resource records reached a new high for the year, 353 and 756 respectively. Staff found a way to identify existing print records for UCLA dissertations with full-text available online through ProQuest; they continue to work with LIT on strategies for cloning these records to create e-version records for import to OCLC. Department staff also identified methods for the efficient batch-loading of record sets identified by selectors, such as the Columbia international affairs online (CIAO) Working papers series (432 titles). Finally, the first installment of Oxford Scholarship Online (OSO) e-books was completed in this fiscal year, with 463 OCLC minimal-level OCLC records enhanced to include improved metadata from the records for the print versions.

UC-OCLC WorldCat Local Pilot

The unit provided strong support and development work for the WorldCat Local Pilot, the culmination of 15 months of preparation when it launched in late May. John Riemer serves on the UC-OCLC Implementation Team. Sara Layne leads the Missing Records Team, and has participated in the teams on OCLC Symbols, Browse Searching, and Large Serial Holdings. Both chaired meetings of the Catalogs and Collections Joint Work Group.

This work involved providing UC Davis with reclamation project advice, helping UC Berkeley's affiliate libraries determine options for inclusion of their records in WorldCat Local, working with SCP (the Shared Cataloging Program) to develop strategies for including their records in WCL, and making presentations to update staff at UCSB, UCR, and UCLA—as well as making a presentation at the ALA Annual Conference in Anaheim.

Our participation resulted in a number of payoffs locally. Sara Layne, Raphael Villena, Rita Stumps, Valerie Bross successfully set OCLC symbols, captured records for LGBT Center holdings from WorldCat and added them to Voyager using automated means (3,000 total, including 1210 titles new to Voyager). LGBT had long wanted to become part of the UCLA online catalog, and now they've reported use of their collection has tripled!

In a similar effort, plans were drawn up to incorporate about 600 brief University Archives records into WorldCat from Voyager at the beginning of the new fiscal year.

Taking advantage of sophisticated automated preprocessing and batchloading tools at OCLC's disposal, the Center enhanced and/or replaced with fuller records approximately 8,000 in-process records in Voyager for Music Library folios. Holdings symbols were set in OCLC for approximately 4,000 of these records and the fuller OCLC master records replaced the brief records in Voyager. A similar strategy was proposed and included in the Library's successful Mellon grant proposal for addressing the YRL Special Collections Department's backlog.

Productivity and Reduction of Backlogs

For the year, the Center cataloged 73,923 new titles (7.8% decline), marked 75,082 volumes (23.0% decline), bound 18,476 volumes (4.3% increase), and rushed processed 2,735 titles (27.9% increase). The Center contributed 1505 BIBCO records. That is up from 1313 the previous year, a 14.6% increase. Approx. 32% of 4670 monographic original cataloging records for books were contributed to BIBCO. CONSER contributions totaled 1,102 (6.5% decline).

A large YRL A-level backlog of Armenian, Arabic, Turkish, Hebrew, and Yiddish material not moved to Kinross was attacked with gusto at the end of the year. In less than three months Gia Aivazian, Nora Avetyan, Sharon Benamou, Anna Berkovich, Sara Layne, Caroline Miller, and Elaine Sakamoto processed over a thousand volumes and everything was out of the way so that the YRL renovation project could begin.

A team of 5 catalogers working a day per week each on maps eliminated last fall a backlog of about 500 maps that had accumulated after the move to Kinross. The Continuing Resources Cataloging Section assisted Print Acquisitions in eliminating a backlog of about 200 microform federal document titles; the Section also completed a first pass of the Center for over 200 Center for African American Studies serials. Peter Fletcher eliminated about 70% of the Cyrillic serials backlog; Valerie Bross and Anna Berkovich eliminated about 30% of the Hebrew/Yiddish backlog. Copy Cataloging began a rapid processing project for Music Library LPs that need to move to the SRLF.

National authority file contribution totals in the Center totaled 922 new names, 313 revised names, 110 new series 16 revised series, 13 subject heading proposals. Working with local authority vendor reports, 4750 series errors were reviewed and corrected, and 1372 names were revised as part of "death date" projects. The overall number of conflicts resolved in Voyager was 8,011.

A CRIS location record update project involved approx 1500 records from the former Maps & Government Information (MGI) part of the Library. Staff worked with CRIS and Print Acquisitions to withdraw about 1200 items that had been listed in Voyager as lost/missing and which could not be replaced.

Development of New Tools, Standards, Practices

As a significant post-BSTF Report example of restructuring UC cataloging "as a single enterprise," the UC CONSER Funnel is now two years old. The majority of the campuses are now contributing updates to CONSER serial records in OCLC, if not also authenticating new records. UCLA's strong contribution of leadership to the UC CONSER Funnel project, the first PCC funnel project to involve bibliographic records, was specially singled out for recognition by Library of Congress at ALA Anaheim, June 29, 2008. The Continuing Resources Cataloging Section continued to play a central role in its development. Melissa Beck continued to serve as training coordinator; Valerie Bross, as general coordinator; and Peter Fletcher, as reviewer/resource person (for UC Irvine).

Melissa Beck helped organize and co-present three site-visits to UC campuses; Peter Fletcher and Valerie Bross participated in one of those site visits. All three catalogers

presented live online sessions through Amigos, to gain experience with distance learning. The three also revised the SCCTP Basic Serials Cataloging Workshop. Melissa Beck co-presented segments of the original SCCTP Basic Serials Workshop in San Diego and the revised workshop in Long Beach. Peter Fletcher and Valerie Bross also co-presented at the SCCTP workshop in Long Beach. In May, in recognition of the two-year anniversary of the founding of the Funnel, Valerie Bross organized a Funnel Liaisons conference call to review the status of the program. This was followed by an experimental pre-meeting in Second Life later that month (organized by Valerie Bross with the help of Esther Grassian and Holly Tomren; led by Esther Grassian with Rhonda Super). The year ended with two celebratory presentations on the achievements of the UC CONSER Funnel. The first occurred at NASIG, when Sarah Gardner (UC Davis) organized a UC CONSER Funnel session; Melissa Beck and Valerie Bross co-presented during that session. The second took place during the CONSER at Large meeting at the ALA annual meeting in Anaheim, as Melissa Beck and Valerie Bross, along with Adolfo Tarango (UCSD) and Carole McEwan (UC Irvine) co-presented a session on the UC CONSER Funnel and its implementation.

The Center's Section Heads met with the R2 consultants in November and contributed suggestions for improving workflows. John Riemer, Sara Layne, Germaine Wadeborn, and Carlo Medina met regularly throughout the year to discuss ideas and solve problems as part of the Technical Processing Workflows Task Force, a group which, if expanded to other units, could represent the "Library-Wide Operations Group" R2 recommended.

The Kinross Workflows Task Force's subgroup on statistics successfully instituted within Kinross item record creation on receipt, complete with new statistical category code in Voyager item records that are now permitting the gathering of most of the externally-reported statistical data requested by ARL, UCOP, and others. This was also the first year that the Cataloging & Metadata Center automated most of its statistics through use of the MARC 948 field.

The Voyager add-on software Gary Strawn's Cataloger's Toolkit was more fully implemented in the Center this past year. This brought exciting and powerful word processor-like capability to global heading changes. In October alone, Paul Priebe could report changing 8,716 headings in bibliographic records! In addition to the Cataloger's Toolkit, staff tested three new versions of Voyager software prior to deployment. In testing and documenting for programmers problems with the DLCS during digital library project work, Claudia Horning learned how to use a video screen capture software, Jing.

Owing to the advocacy of Center staff and efforts to set up the technology, UCLA became a LOCKSS participant (Lots of Copies Keeps Stuff Safe, a digital preservation initiative) in 2008.

All Arabic materials in the Center at Kinross were re-sorted and arranged in Voyager ID number order, for ease of finding rush requests (material can now be located by a non-Arabic speakers).

The Training and Documentation Section wrote or revised approximately 12 documents.

Silvia Mariscal developed with TPAC a non-public note for replacement items that are being replaced but still checked out to patron. Physical Processing staff implemented a new public notes procedure for monographic problem returns from SRLF. Raphael Villena refined the update macro for copy-catalogers to reduce errors and improve quality of cataloging.

The Center gained independence in OCLC Scores Enhance work. In the wake of the LC decision to discontinue providing series authority records, the Center streamlined cataloging operations to focus on the priority series, i.e. those numbered or on standing order. Paul Priebe and Rita Stumps conducted a 4-session NACO PCC Series Training workshop for the UCLA cataloging centers in February.

Staffing

The Center successfully concluded the cluster recruitment effort for four non-English language humanities and social sciences catalogers. Peter Fletcher began in July, Nora Avetyan in November, and Iman Dagher in June.

Lanna Moriwaki was promoted to an LA3 position in SRLF in December. Melissa Beck left in January to take a Law Library cataloging position.

Two limited appointments were authorized: Abby Deras in March and Rachel Barnhart in June.

Leadership outside the Library

These are selected examples of the kinds of leadership and professional activity members of the Cataloging & Metadata Center are involved in:

Chair, ALA ALCTS CCS Policy and Planning Committee (Sara Layne)

Member, American Society for Training and Development--Los Angeles (Rita Stumps)

Chair, ALA ALCTS Networked Resources and Metadata Interest Group (NRMIG) (Louise Ratliff)

Chair, Medical Library Association, Technical Services Section Program Committee (Chamya Kincy)

Middle East Librarians Association Persian Cataloging Task Force (Behzad Allahyar)

Member, Music Library Association Bibliographic Control Committee Subject Access (Hermine Vermeij)

Chair, Music Library Association, Southern California Chapter (Sharon Benamou)

Invited speaker, National Library of Armenia, Yerevan, October (Gia Aivazian)

Co-chair, North American Serials Interest Group Continuing Education Committee (Valerie Bross)

Chair, Program for Cooperative Cataloging Provider Neutral Policy Integrating Resources Task Group (Peter Fletcher)

Chair, Program for Cooperative Cataloging, Standing Committee on Training (Caroline Miller)

Member, RLG Partners MARC Tag Working Group (Paul Priebe)
Invited presentation, RLG Partners Metadata Tools Forum, Boston, May (Raphael Villena)
Reviser, Serials Cataloging Cooperative Training Program's SCCTP CONSER Standard Record workshop, both in-person and distance learning versions (Melissa Beck)
Member, UC-OCLC Collaboration Implementation Team (John Riemer)
Organizing an international committee to standardize Armenian cataloging practices and to convince OCLC to add the Armenian alphabet (Nora Avetyan)

Contributions and Achievements within the Library

Advisory Committee on Cataloging/Metadata (Sara Layne, chair; Caroline Miller)
Chicano Studies Research Center Library exhibit in honor of the late librarian Yolanda Retter (Silvia Mariscal)
Department of Information Studies Friday Forum: *An Introduction to the Library of Congress Subject Headings and the National Library of Medicine's Medical Subject Headings (MeSH)* (Silvia Mariscal, with Janet Carter)
Department of Information Studies Internship/Career Fair (Caroline Miller, Nancy Norris)
Department of Information Studies Mentor Program (Nancy Norris, 3 mentees)
Department of Information Studies student cataloging project on printed music (Hermine Vermeij, mentor)
E-Resources Cataloging Team (Melissa Beck, Valerie Bross, Gabe Cardenas, Claudia Horning, Chamy Kincy)
Ergonomics Team (Laura Horwitz, Joan Sutton)
Information Literacy Programs, Communications Interest Group (contributing to *Staff Newswebs*)
"Spotlight on Information Literacy" column and other activities (Chamy Kincy)
Kinross Beautification Task Force (Anna Berkovich, Gabe Cardenas, Paul Priebe)
Kinross Emergency Committee (Louise Ratliff, Claudia Horning, Silvia Mariscal)
Kinross Signage Committee (Sharon Benamou, Bob Hanks)
Kinross Workflows Task Force Statistics subgroup (John Riemer, chair)
LAUC-LA Committee on Appointments, Promotion and Advancement (Louise Ratliff)
LAUC-LA Committee on Appointments, Promotion and Advancement (Caroline Miller, nominee for Chair elect)
LAUC-LA Distinguished Librarian Award (Nancy Norris)
LAUC-LA Election Committee (Chamy Kincy)
LAUC-LA Nominating Committee (Chamy Kincy)
LAUC-LA Plans & Policies Committee (Valerie Bross, chair)
LAUC-LA Professional Governance Committee (Sharon Benamou, chair)
LAUC-LA Programs Committee (Peter Fletcher)
LAUC-LA Programs Committee (Hermine Vermeij)
LAUC-LA Secretary (Melissa Beck)
LAUC-LA Task Force on Diversity (Chamy Kincy)
Reference desk service (Arts, Nancy Norris; Music, Sharon Benamou, Laura Horwitz, Hermine Vermeij; YRL, Valerie Bross; YRLIS, Louise Ratliff)
TACs (Technical Assistance Consultants: David Benitez, Claudia Horning, Raphael Villena)
Technical Processing Advisory Committee (Claudia Horning)
Technical Services Council (Valerie Bross, Sara Layne, John Riemer)

Voyager Cataloging Client Testing (Rita Stumps, organizer)

Presentations of Operations to Outside Groups

As the flip side of seeking to learn tips and ideas for improvements from others, the department is willing to share what it knows and its experiences with interested outsiders.

Helped to host Taiwan librarians group (Oct. 26)

Presented operations and demos to Chris Borgman's Library Automation Class (Jan. 28)

Presented Friday Forum sessions at the Department of Information Studies (Aug. 3 & Mar. 14)

Co-presented on metadata at Digital Library Program brown bag (Mar. 21)

English Reading Room staff--a tour of Kinross and the Copy Cataloging Section (June 26)

Included in the training provided by the department to at least 109 individuals were staff in Clark, EAL, Special Collections.

Awards, Recognition

1. 2008 Sage Library Support Travel Grant for ALA Anaheim: Behzad Allahyar
2. Library Student Achievement Awards, spring 2008: Rachel Barnhart, Soo Jin Kim, Daniel Law, and Isabelle Ramos
3. Promotion to Associate Librarian, with career status: Hermine Vermeij

Goals for FY2009

The unit's work plan for FY 2009 is available at:

<http://unitproj.library.ucla.edu/cataloging/reports/UnitWorkPlan2009Summary.pdf>

Appendix: Statistics

- **General**
 - Volumes added to the collection: 102,429
 - Volumes withdrawn from the collection: 7,023
- **New Titles Cataloged**
 - Monographs/Integrating Resources: 71,979
 - Minimal 6,510

- Copy 59,480
- Original 5,989
- Serials: 1,944
 - Minimal 48
 - Copy 1,411
 - Original 485