



**Library of Congress Liaison Report to
ALA/ALCTS/CCS/CC:DA
Midwinter Meeting, January 2002**

Submitted by Barbara B. Tillett, LC Liaison to ALA/ALCTS/CCS/CC:DA

LC at ALA

LC at ALA. Staff from Human Resources are recruiting for currently available LC positions in the ALA Placement Center in the front of **Hall J** in the Morial Convention Center. LC's exhibit booth is #4142 at the back of **Hall I-1**. In the booth theater, there will be continuous presentations on various topics on the half-hour throughout today and tomorrow, and staff will be on hand at the booth's ten workstation modules to demonstrate and answer questions about the Library's online services and products. Staff of the Cataloging Distribution Service (CDS) will provide demonstrations of *Cataloger's Desktop* and *Classification Plus* as well as *Classification Web*, which provides World Wide Web access to up-to-date LC classification schedules and LCSH. Following a successful pilot test of *Class Web* from January through August 2001, CDS plans to offer the service on a subscription basis this year. Watch for information on its availability and pricing on the CDS home page at <http://lcweb.loc.gov/cds>. 2002 marks the anniversary of the inauguration of LC's distribution of catalog cards in 1902, and CDS is looking forward to celebrating that centennial at the ALA Annual Meeting in Atlanta with a reception, booth party, periodic showings of a short film depicting the history of CDS, a centennial poster, and special commemorative incentives. (The announcement of availability of printed cards actually went out in October 1901, and LC had a celebration in November to mark that event.)

National Book Festival

The Library sponsored the first **National Book Festival** on Sept. 8. Hosted by First Lady Laura Bush, the event attracted approximately 30,000 people to pavilions on the east lawn of the U.S. Capitol and to the Thomas Jefferson Building and James Madison Memorial Building. On Sept. 7, the CBS *Early Show* had a split live broadcast featuring Mrs. Bush, Dr. Billington, and mystery novelist Sue Grafton. That evening, a gala reading by various authors was held in the Coolidge Auditorium in the Jefferson Building, attended by President and Mrs. Bush, Members of Congress, and other distinguished guests. On the morning of Sept. 8, the sixty nationally known authors and illustrators who participated in the Festival were invited to a breakfast with the President and Mrs. Bush at the White House. The Festival itself featured author readings and book signings, tours of the reading rooms in the Jefferson Building, food, music and storytelling, displays of books of international interest, and a Conservation Clinic on caring for family photographs and documents.

The Festival represented many weeks of planning. Laura Bush, Librarian of Congress James H. Billington, and basketball player Ray Allen, representing the National Basketball Association (NBA)'s "Read to Achieve" reading campaign, held a press conference on July 31 in the Great Hall of the Jefferson Building to unveil the festival logo and Web site. Generous financial support (more than \$1.4 million) was provided by the Festival's charter sponsors AT&T, the James Madison Council, and WorkplaceUSA; Festival patron *The Washington Post*; the Festival's Friends, LIVE!@your library and the National Endowment for the Arts; and other financial contributors including AOL Time Warner and AOL Time Warner Book Group, Borders Books and Music, Chevy Chase Bank, The Coca-Cola Company, Half Price Books Records Magazines, LeapFrog, the NBA, Public Broadcasting Service, Scholastic Inc., United Parcel Service (UPS), and US Airways. Several hundred Library employees participated in planning the Festival and volunteered their services on the day of the event.

Library Security

Library Security.

U.S. Postal Service delivery to the Library has been suspended since October 17, after a letter delivered to Senate Majority Leader Thomas Daschle's office in the Hart Building on Capitol Hill was found to be contaminated with anthrax. The three Library of Congress buildings on Capitol Hill were closed to the staff and public at close of business Wednesday, October 17, in order to facilitate environmental tests of the buildings for possible anthrax contamination. The

buildings reopened to staff on Thursday, October 25, and to researchers and the public on Friday, October 26. Although no evidence of anthrax contamination was found in the LC buildings, certain LC staff members who handle mail and shipments were issued prophylactic antibiotics as a strictly precautionary measure after the buildings reopened to staff. The Library has had to institute rigorous and time-consuming procedures for the examination of all incoming mail. Resumption of receipt of USPS mail is dependent on the establishment of an off-site mail processing center for the Library and Congressional offices, and no firm date has yet been set for that.

LC Integrated Library System (LC ILS)

Integrated Library System (LC ILS). Barbara Tillett completed her term as ILS Program Director and returned as Chief of the Cataloging Policy and Support Office in August, while Tom Yee resumed his position as Assistant Chief of CPSO at that same time. The ILS Program Office is preparing for its reassignment to the Library Services Operations Directorate later this year in conjunction with a reorganization of that directorate. Staff continue to prepare for the migration of the Congressional Research Service and the National Library Service for the Blind and Physically Handicapped files to the LC ILS later this year. LC expects to upgrade the system to Voyager 2000.1.3 in February. Training is currently underway, and data conversion is scheduled to begin on Friday evening, February 15. Data migration and regeneration of indexes are expected to take from one to two weeks, during which time LC staff will not be able to perform work in the production database. During that downtime, CDS will not distribute records, except for CONSER and JACKPHY-language records that originate in the OCLC and RLIN databases, respectively. Staff and public users will be able to search against a “frozen” OPAC during the upgrade period. Cataloging and acquisitions staff have developed contingency plans to keep Cataloging in Publication (CIP) galleys moving through the cataloging pipeline and to ensure that all staff who work in the production database either have meaningful work or are taking prearranged leave while the production system is unavailable. The February implementation of Voyager 2000 will not include vernacular display of JACKPHY characters nor access to authority records. The Library expects to make full MARC 21 authority records for name and subject headings available in LC’s Web OPAC in the spring of 2002. The “Web Authorities” feature will enable users to search, display, and save authority records; initially it will not include support for the MARC 21 character set nor access to authorities via Z39.50. LC is working with its software vendor, Endeavor Information Systems, Inc., to provide those features in the future. LC is also working with Endeavor to improve performance of the system to enable expansion of public access to the OPAC. (Currently there are 250 ports for Z39.50 and 275 ports to access the OPAC.) Additional information can be found on the public ILS home page at <http://lcweb.loc.gov/ils>.

LIBRARY SERVICES CATALOGING DIRECTORATE Action Plan

CATALOGING DIRECTORATE

Action Plan - Bibliographic Control of Web Resources. The Bicentennial Conference on Bibliographic Control for the New Millennium was held at LC in November 2000, and its proceedings were published last summer. Copies are available for sale and are also being given away in a daily raffle at the LC exhibit booth. The publication is: *Bicentennial Conference on Bibliographic Control for the New Millennium* (2001), 574 pages, ISBN 0-8444-1046-2; \$45 North America/\$50 outside North America. To order please contact: Library of Congress, Cataloging Distribution Service, Customer Services Section, Washington, DC 20541-4912 U.S.A.; e-mail: [cgsinfo@loc.gov](mailto:cdsinfo@loc.gov) . The primary goals of the conference were to develop an overall strategy to address the challenges of improved access to Web resources through library catalogs and applications of metadata, and to identify attainable actions for achieving the objectives of the overall strategy. Based on recommendations made at the conference, a *Library of Congress Action Plan for the Bibliographic Control of Web Resources* was drafted last summer, posted for review and comment, and then revised based on the comments that were received. The updated plan is now available at <http://lcweb.loc.gov/catdir/bibcontrol/actionplan.html> . Comments on the plan should be directed to Judy Mansfield, chief of the Arts and Sciences Division, in writing via email at iuma@loc.gov or via fax at 202-707-0973.

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Beacher Wiggins, Director for Cataloging, is chairing an invitational Conference 2000 Action Plan Forum Sunday morning as a kickoff meeting for internal and external stakeholders who are designated to undertake action items in the plan. Later this year, the Cataloging Directorate will begin to compile and issue quarterly progress reports on the plan.

**Cataloging Directorate
Statistics**

Cataloging (Books and Serials) Production

	<i>FY01</i>	<i>FY00</i>
LC Full/Core-Level Cataloging	176,636	159,091
Copy Cataloging	31,652	22,477
Minimal-Level Cataloging	23,204	16,080
Collection-Level Cataloging	<u>4,073</u>	<u>3,009</u>
TOTAL records created	235,565	200,657
TOTAL volumes cataloged	270,801	224,544
Authority Records		
Names	91,880	86,992
Series	8,279	6,772
Subjects	<u>6,933</u>	<u>7,494</u>
TOTAL	107,092	101,258

For more information contact: Beacher J. Wiggins, Director for Cataloging, Library of Congress, LM 642, Washington, DC 20540-4300 (telephone: 202-707-5333 or Internet: bwig@loc.gov).

**Cataloging Production
and Levels of Cataloging**

Cataloging Production and Levels of Cataloging. Cataloging production reached the highest level since fiscal year 1998, demonstrating a continuing rally from the impact of the LC ILS implementation. The Cataloging Directorate and the Serial Record Division together cataloged 270, 801 bibliographic volumes on 235,565 bibliographic records and cleared an additional 67,837 items from other directorates' arrearages by means of 36,139 inventory-level records. Full and core-level cataloging accounted for three-quarters of all production. Total production of full and core-level original cataloging increased by more than 15% over fiscal year 2000, even as the number of hours worked in this category declined. Divisions were able to complete 95.4% of current receipts.

Effective last September, LC cataloging teams were given the discretion to perform regular minimal level cataloging (MLC) for any work that had been on hand longer than two years, calculated from the date that the initial bibliographic record was entered in the LC Database. Teams already had discretion to perform enhanced MLC, including a subject heading and LC classification number as appropriate, for materials that had been on hand for more than one year. In all instances, materials are to be searched for copy on OCLC or RLIN, and copy cataloging is to be preferred to either enhanced or regular MLC. These guidelines are intended to assist teams in completing the buildup of work on hand, recognizing that copy cataloging is preferable to MLC and that LC professional catalogers should concentrate on original cataloging.

The Arts and Sciences Cataloging Division, working with the Automation Planning and Liaison Office and CPSO, established a prototype process and workflow for automatically obtaining cataloging copy from the bibliographic utilities and completing the processing within the division. Marcadia, operated jointly by RLG and MARC Link, Inc., was identified as the only vendor of suitable automated copy cataloging services. By the end of the fiscal year, more than 9,000 records had been searched under contract with Marcadia, with an overall match rate of 28%. Copy cataloging was completed for 1,695 titles using Marcadia records with a productivity rate of 1.57 titles per hour, nearly double the copy cataloging rate for ASCD as a whole during the same period. The Marcadia processing effort uses Encoding

Level 7 copy cataloging procedures in which name and series authority work is done according to MLC guidelines and LC subject headings present in the copied record are accepted after verifying that they are constructed according to current practice. CPSO specialists establish any new subject headings or class numbers necessary to support Marcadia records. The resulting bibliographic record is assigned an encoding level of 7 so that it will not displace the original member record in utility databases. The Social Sciences Cataloging Division also produced some Encoding Level 7 copy cataloging last year. Guidelines for this level of cataloging are posted to the CPSO web site <http://lcweb.loc.gov/catdir/cpso> in a document entitled *Exploring a New Mode of Cataloging*.

As LC cataloging management is asking staff to be accountable for meeting arrearage and current production goals, they are also encouraging them to enhance access to materials by adding 505 fields for tables of contents to catalog records. With data now available in electronic form, tables of contents can be quickly and easily added with only a few seconds of processing and manipulation in contrast to the minutes that it would have taken to re-key that same information. For one-volume works, contents notes are no longer restricted to collections when the information is available electronically. The November 2001 cataloging statistics showed a marked increase in the number of tables of contents added to LC bibliographic records. For November, 32% of ECIPs had 505 fields, almost double the previous fiscal year's average of 17% and up from October's figure of 26%.

Arrearage Reduction Efforts

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78 rpm album sets: Music and Sound Recordings Teams 1-2 have cleared 18,797 discs from this arrearage. Completion of all 5,000 titles is expected by the spring of 2002.

Compact Discs (CDs) Project: The team processed 25,105 discs during the year by using the resources of the MUZE and Voyager databases. Of the total, team members created IBC records for 24,819 new discs.

Other recorded sound arrears: More than 1,823 popular and non-music sound recordings were processed in fiscal 2001, a 28% production increase from the previous year. The Music and Sound Recordings Team III processed 59,481 items for the Recorded Sound Section, Motion Picture, Broadcasting and Recorded Sound Division. These included 1,756 discs in the 45 Discs Project and 28,235 miscellaneous 78-rpm discs, including discs from the post-R&D collection, the Spotswood, Feinstein and the Farley-Dickenson collections. A cataloger used engineers' notes to prepare bibliographic records for 154 archival tapes of non-commercial discs. A total of 3,489 reel-to-reel tapes from the National Public Radio collection was processed during the year.

Cataloging in Publication (CIP)

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The Cataloging in Publication (CIP) program celebrated its 30th anniversary last June at ALA and is now facing a major challenge due to the disruption of U.S. Postal Service (USPS) mail delivery to the Library. While mail sent by commercial carriers, such as FedEx and UPS, is being received, LC has received no deliveries of USPS mail since October 17 after the discovery of anthrax spores in mail facilities serving Capitol Hill. Resumption of receipt of USPS mail is dependent on the establishment of an off-site mail processing center for the Library and Congressional offices, and no firm date has yet been set for that. Publishers who participate in the CIP program are being urged to join and use the Electronic Cataloging in Publication (ECIP) program. New minimum ECIP application requirements have been established. ECIP formerly required the electronic submission of the full text of forthcoming books being submitted for cataloging. Publishers now have the option of submitting front matter plus the first and last chapters. CIP staff will distribute an information package regarding the new minimum requirements to publishers exhibiting at ALA. They are also demonstrating the ECIP system for publishers at the LC booth.

Data Elements in Authority Records

Data Elements in Authority Records. Last fall LC entered into a cooperative project with OCLC to receive and distribute corrected name authority records that previously contained the

obsolete second indicator value blank in field 053 for LC Classification number. The corrected records contain a second indicator value of "0" for "Assigned by LC." Approximately 98,000 records need correction, and it was anticipated they would flow through the normal NACO contribution and distribution streams in 1,000 - 2,000 record weekday batches and potentially larger weekend batches. In the LCSH Master Database, that indicator value was corrected at the time that subject authority records were migrated to the LC ILS in 1999. New and revised subject authority records are distributed with the appropriate value.

LC has decided that it will not use the 856 field for electronic location and access in name/series and subject authority records nor will NACO/SACO participants be permitted to add that field in records that they contribute. Instead LC is seeking the addition of a newly defined subfield \$u (Uniform Resource Identifier) in the 670 (Source Data Found) field. Use of the 670 \$u rather than the 856 will provide the opportunity for enabling links to Web resources while clarifying the relationship of that resource to the entity described in the authority record. It will also reduce the redundancy of data in the authority record, since it would be necessary to add information in a subfield \$b of a 670 field even if the 856 were to be used. The 670 subfield \$b will contain, as is now the practice, a summary of the data found in the source for immediate use when consulting the authority record for normal cataloging purposes. The new subfield \$u would provide a link to the URL for those needing additional information.

New Geographic Area Codes

New Geographic Area Codes. Last September additions were announced to the *MARC Code List for Geographic Areas* (GACs) for Earth, Moon, Sun, Solar system, individual planets in the solar system, Outer space, and Deep space, as well as the Australian Capital Territory, which had previously been coded as part of New South Wales, and Developed countries, which matches a new subject heading approved last June. The technical announcement provided the required 90 days notice for new MARC codes and stated that LC would not issue MARC records with these codes earlier than December 28, 2001. LC is not planning to actively supply these codes until March 2001 after the upgrade to Voyager 2000 and the installation of updated accompanying validation software.

Cataloging Policy and Support Office

Cataloging Policy and Support Office

Barbara Tillett returned full-time as Chief of the Cataloging Policy and Support Office effective August 2001. Tom Yee resumed his position as Assistant Chief of CPSO. Larry Buzard, team leader of the Classification Editorial Team, retired in October.

AACR2 Amendments 2001. LC implemented "Amendments 2001" to AACR2 on December 1, 2001. The "Amendments 2001" rule revisions are included in the current LC Cataloger's Desktop; they have been incorporated into the AACR2 text and they also appear separately under "Most recent Amendments." There are three major rule revisions in "Amendments 2001": (1) Conference publications can be entered under the heading for the conference if the name of the conference appears anywhere in the item being cataloged (21.1B2(d)). LC will apply this rule revision to conference publications cataloged after November 30. (2) British terms of honor ("Sir," "Dame," "Lord," "Lady") will no longer be included in headings (22.1C, 22.12) but will be retained in statements of responsibility (1.1F7) and can be used to resolve conflicts in headings (22.19B). LC will apply this rule revision to headings being newly established after November 30. (3) Chapter 9 has been renamed "Electronic Resources." The GMD "electronic resource" replaces "computer file" and conventional terminology (e.g., "1 CD-ROM") can now be used in the extent statement. The entire chapter has been reissued although a number of the rules within the chapter do not contain any changes. LC will apply revised Chapter 9 to items cataloged after November 30.

The next Amendments Package (2002) will include the revised chapter 3 (Cartographic Materials) and chapter 12 (Continuing Resources). The Library of Congress is targeting September 1, 2002 to implement these changes and their accompanying LC Rule Interpretations.

Saur Verlag has announced the forthcoming publication of the German translation of AACR2.

LC Classification Conversion Complete. With the CDS publication of the 2001 editions of classes BL-BQ (Religion (General). Hinduism. Judaism. Islam. Buddhism), G (Geography. Maps. Anthropology. Recreation), and KL-KWX (Law of Asia and Eurasia, Africa, Pacific Area, and Antarctica), the ten-year project to convert the Library of Congress Classification to machine-readable form is complete. In addition to using the printed editions of the classification schedules, users can currently search and browse the latest versions of the schedules online with the CD-ROM product Classification Plus (updated quarterly), and will soon be able to do so on the World Wide Web with Classification Web (updated weekly). Following a successful pilot test from January to August 2001, Classification Web is expected to be available from CDS as a subscription product in early 2002.

Theocratic Law Schedules. A draft of Subclass **KBM** for Jewish law is now posted to the CPSO Web site for review with the period for comments extended until the end of this month. LC catalogers will implement the schedule during a trial application beginning next month while the final version is prepared for publication. A draft of **KBP** for Islamic law is currently being reviewed in the Middle East. After receipt of comments and any needed revisions, LC and Harvard will begin a trial implementation of that schedule prior to its publication.

Weekly lists of additions and changes to the Library of Congress Classification are posted on the Cataloging Policy and Support Office Web site as they are approved. This information was formerly made available in a quarterly publication entitled *LC Classification: Additions and Changes*. That publication ceased with List 284 (October-December 2001). These lists are in the form of PDF files that require the Adobe Acrobat Reader. The free Reader may be downloaded from the Adobe Web site.

LC Subject Headings Available Faster. As a result of a workflow enhancement within the Cataloging Policy and Support Office, subscribers to the MDS-Subjects (MARC Distribution Service) will receive newly approved subject authority records more quickly. New subject authority proposals that are approved without change at the weekly LC Subject Headings editorial meetings are now being distributed in the next week's MDS-Subjects issue. The new procedure shortens the length of time required for a newly proposed heading to be readied for distribution by as much as a week. CDS subscribers are reminded that Library of Congress Subject Headings Weekly Lists can be viewed online at www.loc.gov/catdir/cpsol/.

"Handicapped" subject headings. On Subject Headings Weekly List 01/46, changes were made to subject authority records that include the word "handicapped." The two headings "Handicapped" and "Physically handicapped" have been replaced by the single heading "People with disabilities." Other headings that include the word "handicapped" were changed in a similar way. These changes are in accord with terminology used in the Americans with Disabilities Act and approved for use by the governments of major English-speaking countries worldwide, as well as with the principle of "putting people first," which is advocated by most organizations and individuals with an interest in disability issues. 541 subject authority records were changed or cancelled. Existing bibliographic records are being updated.

Decimal Classification (Dewey)

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Decimal Classification Division classifiers at the Library of Congress assigned Dewey Decimal Classification numbers to 52,923 bibliographic records during the last six months of calendar year 2001. Newly approved area numbers for reconfigured Italian provinces, for the history schedules of Mexico and Nigeria, and for the Indic language Konkani were implemented during the period.

The editors will be present at the Dewey breakfast/update sponsored by OCLC Forest Press on Saturday, January 19, 7:00 B 8:30 a.m., at the Wyndham Canal Place Hotel, Ballroom 1. The breakfast will feature presentations on the latest release of WebDewey and the newest Dewey

breakfast will feature presentations on the latest release of WebDewey and the newest Dewey Web service, Abridged WebDewey. The editors will also report on the latest updates to the DDC and solicit test libraries for draft schedules of computer science and mathematics. Dewey editors will be available for consultation at the OCLC Forest Press booth (Booth 4101) throughout ALA Midwinter.

OCLC Forest Press's latest print product, *People, Places & Things*, has just been published. The publication pairs over 50,000 Library of Congress subject headings with their corresponding Dewey numbers.

Electronic Resources Cataloging

Electronic Resources Cataloging

BeOnline+. The BeOnline+ Team is continuing the initiative to mainstream the processing of electronic resources throughout the Cataloging Directorate. All monograph cataloging divisions will volunteer two senior catalogers for three-to-four month, full time details to the Computer Files and Microforms Team to learn descriptive cataloging of electronic resources. The first two completed their details in 2001. LC is currently using the OCLC Cooperative Online Resource Catalog (CORC), a Web-based metadata creation system optimized for creating bibliographic records and Pathfinders (subject bibliographies) for electronic resources, as a cataloging tool for resources selected for the BeOnline+ expansion and for the MINERVA Project (*see Humanities and Social Sciences Division*).

Bibliographic Enrichment Advisory Team (BEAT) see also Electronic Resources Cataloging
The Bibliographic Enrichment Activities Team (BEAT) continued several major projects that used electronic capabilities to enrich bibliographic data. BEAT pursued three separate projects aimed at increasing inclusion of electronic tables of contents (TOC) in bibliographic records. In the continuation of an ECIP TOC project initiated several years ago, publishers send the Library electronic versions of their publications and as part of the cataloging process staff incorporate TOC information in the actual bibliographic record. In fiscal 2001, of the 7,468 ECIP records produced, only 1,300 included TOC data. The directorate worked to increase this rate to nearly 30% of ECIP records produced in the final quarter of the year. The Digital TOC project (DTCO) project creates machine-readable TOC data from TOC surrogates, and materials are subsequently HTML-encoded and placed on a server at the Library. The process cross-links the TOC to underlying MARC catalog records,. In fiscal 2001 the costs of provided DTCO were greatly reduced as the result of more effective automation equipment and programming. With these changes, production, which had been suspended, resumed and some 500 records were created for the year, bringing the total output for the DTCO program to 2,700.

In a third effort, an ONIX-TOC project began this year. ONIX is a means of representing book industry product information that some publishers are using to communicate data electronically. The data often include embedded TOC. The directorate's cataloging automation specialist was able to obtain more than 17,000 ONIX-encoded records from a single publisher; of these, just over 10,000 contained useful TOC data. He then wrote programs to extract these TOC and place them on the Web with corresponding and reciprocal links to the Library's online catalog records.

The BeCites+/Area Portals/Subject Pathfinders initiative, in coordination with the Library's Humanities and Social Sciences Division, enhanced online bibliographies with hot links to online files for the tables of contents, indexes, and source citations of works listed in the bibliographies, along with new sections on Internet resources related to their topics. The first online bibliographies to be enhanced covered immigrant arrivals, Thomas Jefferson, and small business and entrepreneurship.

The Additional Analytics Access project began in May. In this project URLs are systematically added to serial bibliographic records and series authority records for social science monographic series, providing hot links to the entire electronic versions

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NUCMC

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NUCMC staff produced 3,723 RLIN bibliographic records describing collections held by repositories located in 24 states plus the District of Columbia. Production increased for the fifth year in a row. The NUCMC Team also produced cataloging for a variety of special focus repositories. At the end of the fiscal year, NUCMC had received a total of 3,314 accessions of cataloging data since the project's inception.

Pinyin Romanization

Pinyin Romanization

The Library continues to share information about the pinyin conversion project on its pinyin home page at <http://lcweb.loc.gov/catdir/pinyin>. At that site may be found explanations of how authority and bibliographic records converted, along with new, detailed explanations of conversion errors and inconsistencies; periodic updates to the project timeline; and tips for classifying and Cuttering Chinese material after pinyin conversion, particularly Chinese literary authors. LC staff are now working to convert non-Chinese bibliographic records in the LC database that contain Chinese character data; next, the remaining Wade-Giles headings, Chinese subject headings, and former conventional Chinese place names in the LC database will be found and converted to pinyin. Headings that could have "double-converted" have been checked to make sure that they converted correctly. Posted to the pinyin home page are lists of LC subject headings that were revised in the project. There is a basic list of the subject headings revised from 1999 through fall 2001 along with a short list of subject headings replaced by name headings. There is also a list of subject headings whose authority records were revised in a different form than originally indicated in the project specifications and that therefore need to be manually updated in machine-converted bibliographic records as well as a list of headings that were not included in the specifications that also need to be manually revised when encountered in bibliographic records. These lists will be updated shortly to reflect the remaining subject headings revised at the end of 2001 and into this year. Please send questions concerning conversion specifications, romanization practices, and converted authority and LC bibliographic records to Philip Melzer at pmel@loc.gov.

Program for Cooperative Cataloging (PCC)

Program for Cooperative Cataloging (PCC) Activities

PCC will meet during ALA on Sunday evening from 7-9pm at the Fairmont Hotel, Explorer's Room. Following reports from the Chair and the committee meetings that were held during ALA, a panel discussion with leaders of successful funnel projects will take place. Information on PCC programs is available at <http://lcweb.loc.gov/catdir/pcc>.

NACO (Name Authority Cooperative) participants, including institutions from which some 175 catalogers were trained this year, contributed 143,031 new name authority records and 9,410 new series authority records, and modified 40,621 name and series authority records, an 11 percent increase in contributions over fiscal 2000. The *NACO Participant's Manual*, 3rd edition, has been revised and readied for publication and a NACO/BIBCO Trainers' Web page will be unveiled at the 2002 Midwinter Meeting, containing links to .pdf copies of all existing BIBCO, NACO, and Series training materials.

BIBCO. This year, libraries belonging to the monograph bibliographic program, BIBCO, created 73,115 new bibliographic records for an increase of 11% last year. There are currently a total of 43 BIBCO libraries that, over the life of the program, have created a total of 428,751 program records for use by the global library community. Recently, three new libraries: New York University Law Library, Duke University and the State University of New York--Buffalo libraries have joined BIBCO. The BIBCO Operations Committee (OpCo) has been focusing on issues related to continuing resources processed in BIBCO and CONSER institutions; modification of the MARC format encoding level "i"; and terms of OpCo membership. The group also provided input and review to the draft *BIBCO Participants' Manual* being edited under the auspices of the Standing Committee on Training.

The final report of the BIBCO Core Record Study conducted by David Banush (Cornell University) and the report's recommendations for the future direction of the BIBCO Program were presented to the Policy Committee in November 2001.

SACO. During fiscal 2001, participants in the subject analysis program, SACO, submitted 2,603 Subject headings; 388 subject changes; 2,043 new classification numbers and 92 classification changes for Library of Congress Subject Headings and Library of Congress Classification. To increase the quality and quantity of subject proposals, SACO workshops, presentations, and multi-day seminars for over 200 catalogers were conducted at a variety of venues in the U.S. and abroad: ALA conferences, at the Library of Congress, at PALINET, at the CORMOSEA meetings, at CEAL, and in Florence, Italy. A *SACO Participants' Manual* written by Adam Schiff was published last summer and is also available in .pdf on the SACO homepage. Two SACO advanced workshops were held on Friday: one on proposing geographic headings for LCSH and a second consisting of an overview of language and literature headings in LCSH. Increasing interest in LCSH in Latin America has led to plans for a week-long workshop on applying LCSH to be held at LC this coming spring for invited participants from Latin American institutions.

CONSER. Work began on revisions to the CONSER Cataloging Manual and CONSER Editing Guide, to be published in late 2002. Two new courses are under development for the Serials Cataloging Cooperative Training Program (SCCTP) and test sessions were held during the fall. PALINET sponsored a test of the Advanced Serials Cataloging Workshop, and the Michigan Library Consortium sponsored a test of the Electronic Serials Cataloging Workshop. Both courses will be released in 2002 following train-the-trainer sessions in New Orleans and Toronto in January.

Participants in the CONSER Publication Pattern Initiative set goals for pattern contributions. Two new documents are available on the CONSER pattern Web site. One (by Diane Hillmann, Cornell) outlines what it means for an ILS to be compliant with the MARC 21 Holdings Format; the other (by Ellen Rappoport, Albany Law) is a statement of functionality for a universal holdings record that was created for OCLC as it continues with its system redesign. The documents are available at: <http://lcWeb.loc.gov/acq/conser/patthold.html>. CONSER catalogers worked with OCLC to develop specifications for a pilot project for CONSER members to use PURLS in CONSER records. The pilot will be discussed at the CONSER At Large meeting at ALA.

Rare Book Cataloging

Rare Book Cataloging

In fiscal 2001, the Rare Book Team cleared 7,839 items, including 6,844 for the Rare Book and Special Collections Division (RBSCD), 683 for the Law Library, 171 for the general collection and 141 for the Prints and Photographs Division. Additionally, 858 rare serial volumes housed in RBSCD were cleared from the Serial Record Division arrearage. Collections addressed in RBSCD include American Imprints, Artists' Books, Avrich, Batchelder, Bible, Biting, Bound Pamphlets, Carson, Copyright Paperbacks, Darrow, Documents of the First 14 Congresses, Drake Boston, Franklin, Goudy, Houdini, Jefferson, Juvenile, Miscellaneous Pamphlets, Pennell, Pforzheimer Bruce Rogers, Pre-1801, Press, Printed Ephemera, Rare Book (including YA Book, Wagner-Camp, and Old Class), Reformation, Rosenwald, Franklin Delano Roosevelt, Teddy Roosevelt Hunting Library, Russian Imperial, Shapiro Bruce Rogers, Stern, Stone & Kimball, Thacher, Third Reich, Toner, YA Pamphlets and Vollbehrr.

The cataloging of the Stone and Kimball collection (182 titles of late 19th- and early 20th-century publications from this Chicago press) was completed. Books in the Shapiro Bruce Rogers collection (ca. 3,200 volumes with ca. 250 books from the renowned type and book designer) were also completely cataloged. Monographs on or by other book artists were also fully cataloged, including Victor Hammer (25), A. Edward Newton (68), and Lester Douglas (64) collections.

The American Imprints collection was fully processed, excepting serials and bound-withs. The collection consists of 16,910 volumes of U.S. publications between 1640 and 1800.

Another Americana collection, Wagner-Camp, was also completed; it consists of 451 titles on the American West that were selected from Henry Wagner's bibliography, *The Plains and the Rockies* (originally published in 1921). The Clarence Darrow collection, including items on the famous defense attorney, was completely processed.

Work continues on the ephemera collections of Pforzheimer and Shapiro Bruce Rogers, including removing and cataloging as analytics some of the monographs, creating and editing finding aids, and creating collection-level bib records; the YA Books now chiefly the 19th and 20th-century materials in the collection; the Incunabula Collection, about 3800 titles printed between 1455 and 1505 or the infancy of printing with moveable type; the Pennell Collection, a collection of cookbooks and graphic arts titles collected by Elizabeth and Joseph Pennell in RBSCD and P&P); Copyright Paperbacks, a collection of American popular genres; rare titles in Prints and Photographs as well as the Roosevelt collections (TDR and FDR) and Russian Imperial titles; the Bible Collection, a 1471-volume collection of early and rare editions of the sacred text in numerous languages as well as related non-Bible items for the general rare stacks; the Rota Romana materials for the Law Library, the Catholic Church tribunal publications; Toner collection law titles; and the Reformation and Luther collections.

In consultation with the Cataloging Policy and Support Office and RBSCD management, it was decided that the Copyright Paperback Collection would be cataloged in the LC ILS, utilizing copy cataloging whenever possible.

**NATIONAL
SERVICES
DIRECTORATE
Cataloging Distribution
Service**

**NATIONAL SERVICES DIRECTORATE
Cataloging Distribution Service**

Upon the retirement of Helen Poe in December 2001, **Peter Young**, Chief of Cataloging Distribution Service, began serving as Acting Chief of the Asian Division. Kathryn Mendenhall is serving as Acting Chief.

Temporary Cessation of US Postal Service Mail Delivery to the Library of Congress: Because mail delivery to the Library has been temporarily halted, the Cataloging Distribution Service reminds customers that until further notice they send orders and payment for all products via fax, telephone, or courier service.

Library of Congress Classification on the World Wide Web: CDS has completed product development for *Classification Web*, a new fee-based service offering Web access to LC Classification schedules and *LC Subject Headings* to libraries worldwide, and anticipates having the product on the market early in 2002.

Demonstrations of *Classification Web* will take place in the LC exhibit booth theater at 11:30 am and 2:30 pm on Saturday, at 2:30 pm on Sunday, and at 1:00 pm on Monday, and throughout the day at one of the CDS booth modules.

Cataloger's Desktop and Classification Plus: There will be a demonstration of *Cataloger's Desktop* and *Classification Plus* in the LC exhibit booth theater at 11:00 am on Sunday. In addition there will be continuous demonstrations at one of CDS's booth modules.

**OPERATIONS
DIRECTORATE
Network Development
and MARC Standards
Office (NDMSO)**

**OPERATIONS DIRECTORATE
Network Development and MARC Standards Office (NDMSO)**

Metadata Encoding and Transmission Standard (METS). The Metadata Encoding and Transmission Standard is an XML schema designed for the purpose of describing digital objects in library collections. The schema provides a standard form for the recording and transmission of structural, administrative, and technical metadata. The schema is currently at the alpha draft stage, draws on the experience gained in the Making of America projects. The development of METS is an initiative of the Digital Library Federation. The NDMSO is

development of METS is an initiative of the Digital Library Federation. The NDMSO is participating in the development effort and will also serve as the maintenance agency for the proposed standard.

MARC 21. Nine proposals and seven discussion papers were prepared for discussion at the Midwinter 2002 MARC Advisory Committee meetings. The *MARC 21 LITE Bibliographic Format* was released online at www.loc.gov/marc/bibliographic/lite/ in July 2001. It is a subset of the markup defined in the full *MARC 21 Format for Bibliographic Data*. It includes all essential data elements that are needed to create bibliographic descriptions of information items and thus allows libraries from all over the world in adopting and translating the format. It links to but does not list many of the data elements that are used by specialized populations of MARC 21 users. Update No. 2 to all five MARC 21 formats was published in October 2001 and will be released to the public in January 2002. It includes changes resulting from proposals that were considered at meetings in 2001. The online and print editions of the *MARC 21 Concise Formats* was also updated in January 2002. NDMSO is exploring the development of an XML schema for a bibliographic element set that may be used for a variety of purposes particularly for library applications. It contains a subset of MARC data elements and is intended to carry selected data for existing MARC records or to be used for the creation of original resource description records.

The MARC 21 Web site (www.loc.gov/marc/) continues to be updated at:

www.loc.gov/marc/faq.html. Moreover, the "Keyword Index to MARC Proposals" at www.loc.gov/marc/marbi/key-p.html was updated to include proposals from 1980 to the present and a similar online index is currently being prepared that includes references to proposals written from 1974-1979.

In preparation for a Spanish-language Web site entry page for MARC 21 documentation, NDMSO has, with the assistance of librarians in Latin America, prepared Spanish language translations of some MARC 21 documentation. MARC 21 users in Argentina, Chile, Mexico, and Puerto Rico are involved in the Spanish language translations. A Spanish edition of *Understanding MARC Bibliographic* was also added to the MARC 21 Web site at www.loc.gov/marc/spaumb/. In cases where no Spanish language translation of a document exists, the Spanish site will link to the English original. This should begin to meet the need of librarians in Latin America who have been asking for MARC 21 documentation in Spanish.

**PUBLIC SERVICE
COLLECTIONS
DIRECTORATE
Geography and
Map Division**

PUBLIC SERVICE COLLECTIONS DIRECTORATE

Geography and Map Division

7,404 bibliographic records controlled a total of 22,242 maps, an arrearage reduction of 6,734 more sheets than in fiscal 2000. In spite of this increase the map arrearage grew due to increased acquisitions and staffing shortages. A total of 1,038 atlases were controlled by 811 bibliographic records. The working backlog of set materials (before the 300,000 retrospective map sheets were acquired from the National Imagery and Mapping Agency's Gila Bend, AZ facility in June 2001) was reduced to 4000 items.

Minerva Project

Minerva Project and September 11 Web Archive

An ever-increasing amount of the world's cultural and intellectual output is presently created in digital formats and does not exist in any physical form. Such materials are colloquially described as "born digital". This born digital realm includes open access materials on the World Wide Web. The MINERVA Web Preservation Project was established to initiate a broad program to collect and preserve these primary source materials.

The Library of Congress, in collaboration with the Internet Archive, WebArchivist.org and the Pew Internet & American Life Project, is creating a collection of digital materials called the September 11 Web Archive, available at September11.archive.org (<http://150.156.112.3>). The Archive preserves the Web expressions of individuals, groups, the press and institutions in the United States and from around the world in the aftermath of the attacks in the United States on Sept. 11, 2001. Reference librarian Cassy Ammen has been an active organizer of MINERVA and has given several major presentations at LC, Chicago, San Antonio, Boston, San

Francisco, and Germany.

**Prints and Photographs
Division**

Prints and Photographs Division (P&P)

Prints & Photographs Online Catalog (PPOC): More than 832,000 digitized images are now available through PPOC at <http://lcWeb2.loc.gov/pp/home.html>.

During 2001, P&P cataloged 276,882 items, including 70,465 photographs from the *Historic American Building Survey/Historic American Engineering Record (HABS/HAER)*; 82,251 unpublished color slides and transparencies from 1970B71 in the LOOK magazine photographic archive; 991 black and white photographs to complete the processing of that medium in the *Work of Charles and Ray Eames* collection; 135 prints by Mexican printmaker, José G. Posada; 127 rare stereographs from the Marian S. Carson Collection of Americana; and 20 drawings from 1859B60 related to the California Gold Rush made by Daniel Jenks.