

**Library of Congress Report on Cataloging  
ALA ALCTS CCS Committee on Cataloging: Description and Access (CC:DA)  
Midwinter Meeting, San Antonio, Texas  
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## **GENERAL**

**LC Report.** More information about initiatives undertaken at the Library of Congress since the ALA Annual Conference in June 2005 is available on the “LC at ALA” Website, <<http://www.loc.gov/ala/ala-winter-2006.html>>, where it is updated regularly until the close of the Midwinter Meeting.

**LC Exhibit Booth.** The Library’s exhibit booth is **no. 469** in the Henry B. Gonzalez Convention Center. As usual, LC staff are on hand to demonstrate LC services, and in-booth theater presentations take place during exhibit hours. On Monday there will be a presentation on *Classification Web – More New Features* from 10:00–11:00 am. Migration to the Web of *Cataloger’s Desktop* is now complete. The Cataloging Distribution Service (CDS) will shortly introduce a simplified user interface and a reorganized and easier-to-use table of contents. CDS will also demonstrate *Classification Web*, its fee-based service offering Web access to *LC Classification* schedules and *LC Subject Headings* plus Dewey correlations to LCSH, from 11:00 am–noon on Monday. Since CDS released this product, it has been an outstanding success, with more than 1,700 subscribers around the world. In December, CDS switched to a new platform for *Classification Web*. At this juncture, there is no change to the overall look and feel of the interface, but the new software platform will facilitate a wider range of enhancement options in the future.

**Retirements.** The Congressional oversight committees approved the Library’s request to offer Voluntary Separation Incentive Program buyouts and/or Voluntary Early Retirement Authority retirements from targeted positions and functions in three service units: Congressional Research Service (up to 50 buyouts), Library Services (up to 175 division-wide, plus all eligible employees in the Motion Picture, Broadcasting, and Recorded Sound Division), and Integrated Support Services (up to 9 buyouts). In order to assure that the VSIP/VERA program will be cost-neutral to the Library, employees electing the buyout had to retire by January 3, 2006. The savings from unpaid salaries from January 3 through September 30 will offset the cost of the incentive payments. Employees had to submit buyout requests by Friday, December 2, 2005. As of that time, the number of VSIP/VERA retirement applications was: Library Services – 174; CRS – 31; ISS–7; total for the Library – 212. (Note: CPSO had 5 staff retire and CDS had 10 retirements.)

**National Book Festival.** The fifth annual National Book Festival was held on the National Mall on September 24, 2005, and attracted approximately 100,000 people. Organized and sponsored by the Library of Congress and hosted by Laura Bush, this year’s festival also marked the launch of the Library’s multiyear initiative to celebrate Creativity Across America. The festival featured seventy-five authors. The Library’s partnership with the First Book Relief effort was highlighted as festival attendees contributed several thousand dollars in small donations to this effort by the publishing industry to distribute at least five million books to those displaced by Hurricane Katrina. The program *Book TV* on C-SPAN2 broadcast authors live in the History & Biography pavilion, and these programs will be rebroadcast throughout the year. The 2006 National Book Festival is scheduled for next September 30.

**Thomas Hampson Tour.** The Library began an 11-city U.S. tour celebrating Creativity Across America with concerts, educational outreach efforts, and receptions in Kansas City, Missouri, and Fort Worth, Texas, in November. Noted baritone Thomas Hampson headlined the events in both cities with sold out concert

performances. The first two legs of the creativity tour were also widely praised in the press for raising awareness of the benefits the Library has to offer and for the wonderful displays from the Library's collections that were brought to these cities. The Library continued the Hampson Tour this month to Philadelphia, St. Paul, and New York. Other cities included are Detroit (March 15), West Palm Beach, Florida (March 19), Oxford, Mississippi (March 21), Chicago (May 28), Omaha (May 30), and San Jose, California (June 3). Further information on the Hampson Tour can be found at [www.loc.gov/creativity/hampson](http://www.loc.gov/creativity/hampson).

**World Digital Library.** Librarian of Congress James H. Billington and Google Co-Founder Sergey Brin announced on November 22, 2005, that Google would contribute \$3 million to the Library's initiative to begin a World Digital Library (WDL) for use by other libraries around the globe. The effort would be supported by funds from nonexclusive public and private partnerships, of which Google is the first. The concept for the WDL came from a speech that the Librarian delivered to the newly established U.S. National Commission for UNESCO on June 6, 2005, at Georgetown University. To lay the groundwork for the WDL, the Library will develop a plan for identifying technology issues related to digitization and organization of WDL collections. The content of the World Digital Library, like that of American Memory, will be primarily one-of-a-kind materials, including manuscript and multimedia materials of the particular culture. Dr. Billington named John Van Oudenaren, chief of the European Division and head of the *Global Gateway* digital library project, as the Library's senior advisor for the WDL initiative, effective December 19. Also in December, Associate Librarian for Library Services Deanna Marcum presented the World Digital Library Program to the Governing Board of the International Federation of Library Associations and Institutions. The Board was enthusiastic about the WDL concept and pledged support.

**National AudioVisual Conservation Center.** In December 2005, the Library took possession of Phase 1 of the new National AudioVisual Conservation Center (NAVCC) in Culpeper, Virginia. Phase 1 is comprised of the 140,000 square foot Collections Building and the Central plant servicing the entire facility. Staff will begin working on-site in early January to prepare for the massive task of moving the Library's moving image and recorded sound collection throughout the winter and spring months. The Packard Humanities Institute continues to construct Phase 2 of the facility, which is comprised of the Conservation Building and Nitrate vaults and is now scheduled for completion and final turnover to the Library at the end of 2006. At that time, the Library's audiovisual preservation laboratories and the staff in the Motion Picture, Broadcasting and Recorded Sound Division will be relocated to Culpeper.

**Veterans History Project.** The Veterans History Project celebrated its 5<sup>th</sup> anniversary this Fall with the publication of *Forever a Soldier*, the second book featuring veterans' stories from the collection. With the help of thousands of volunteers nationwide, the VHP archive now numbers more than 40,000 individual stories, making it the largest oral history collection in America, and is growing at the rate of 200 per week. Nearly every Senator and a large majority of House Members are participating in the Project in a variety of ways. The Veterans History Project Welcome Center opened in the James Madison Memorial Building on Thursday, December 1, 2005, to provide a place on the LC campus where veterans can record their stories for posterity.

**American Folklife Center.** Earlier this year the American Folklife Center began a collaboration with StoryCorps, an oral history project of grassroots America modeled on the historic Works Project Administration/ Federal Writers Project during the Depression. After a national launch at the Library of Congress, StoryCorps began a 25-city national tour collecting interviews with ordinary citizens and the project hopes to gather more than 250,000 stories over the next 10 years and archive them at the Library.

**Integrated Library System.** In November 2005, the Library upgraded its integrated library management system to the Voyager with Unicode Release. This upgrade accomplished the conversion of the LC Database to Unicode, a character coding system designed to support the interchange and display of the written texts of the diverse languages of the modern world. Users can now search and display Arabic, Chinese, Hebrew, Japanese, Korean, Persian, and Yiddish characters and scripts in the Library of Congress Online Catalog. During the upgrade, the Library reduced the number of simultaneous external OPAC and Z39.50 sessions in order to allocate additional system resources for processing the conversion and indexing of the database. Shortly after the completion of the upgrade, the Library resumed all previous levels of access. The Library regrets any inconvenience to users and appreciates their patience during this brief period. The Library has provided extensive Help Files to guide users in adjusting the settings in their operating systems and Web browsers to enable proper display of all characters in the LC Online Catalog. These Help Files are available at: <<http://catalog.loc.gov/help/unicode.htm>>, and contain information about fonts for display and printing records. A presentation on the Library's implementation of Unicode is available at: <[www.loc.gov/ils](http://www.loc.gov/ils)>.

Over the past twelve months, the Library has continued to expand access and improve service for users of the Library of Congress Online Catalog <[catalog.loc.gov](http://catalog.loc.gov)>. In the past year, the Library increased the number of simultaneous OPAC sessions by 25 percent and saw a resulting decline in the number of customers who could not be accommodated. The Library will continue to monitor external use and seek ways to increase access for users.

### **Encoded Archival Description**

LC's seven special format divisions created over 25 new EAD finding aids in 2005. The 291 finding aids indexed in LC's EAD InQuery search system provide access to more than 16 million archival items in LC's collections. The LC ILS contains collection level summary records that point to these EAD finding aids through persistent identifiers (handles). RLG regularly harvests LC's EAD finding aids for inclusion in their Archival Resources site, a "union catalog" of finding aids. In addition, the new PDF manifestations of LC's EAD finding aids are prominently indexed by search engines such as Google and Yahoo, which provides increased visibility to LC's archival collections.

In FY05, LC's EAD Technical Group completed LC's implementation of EAD2002, the revised EAD XML DTD released by the Society of American Archivists into production in January 2004. Using a conversion software toolkit written by LC's Music Division staff, all existing LC finding aids were converted to XML. PDF versions were also creating (using XSL-FO) to provide printable documents for LC reading rooms. With ITS assistance, ILS staff modified LC's EAD InQuery search system.

## **ACQUISITIONS AND BIBLIOGRAPHIC ACCESS DIRECTORATE (ABA)**

**Library of Congress Website Focus Group.** The Acquisitions and Bibliographic Access Directorate plans to redesign its Website at <<http://www.loc.gov/catdir/>>. The Library of Congress will conduct focus groups at ALA in San Antonio to learn more about the needs of Website users, particularly the needs of catalogers and other individuals who use the Library's cataloging and related resources. There will be six 30-minute focus group sessions. Participants were asked to register before January 10, 2006. Please send questions to: Michelle Rago, Office of Strategic Initiatives, Library of Congress, <[mmrag@loc.gov](mailto:mmrag@loc.gov)>.

**Acquisitions and Cataloging in Overseas Offices.** The Library's overseas offices (in Rio de Janeiro, Brazil; Cairo, Egypt; New Delhi, India; Jakarta, Indonesia; Nairobi, Kenya; Islamabad, Pakistan; and the sub-office in Bangkok, Thailand), which are administered in the African/Asian Acquisitions and Overseas Operations Division, acquire and catalog materials from countries in which the book trade is not well developed; provide preservation controls such as binding and microfilming for many materials they acquire; and conduct the Cooperative Acquisitions Program (CAP) to enable other libraries to acquire materials for their own

collections on a cost-recovery basis. The overseas offices made major progress this year toward full integration with the Library's acquisitions and bibliographic access processes in Washington. After intensive training in Washington in the ILS cataloging module for all types of materials including electronic resources, microforms, and maps, all offices are able to catalog independently in the ILS.

In April, the directors of the six offices and their financial analysts were trained in use of the ILS acquisitions module and Momentum, the Library's online financial system, as part of the 2005 Field Directors Conference in Washington. This conference also covered the Library's collection policy and digital initiatives, with the goal of involving the overseas offices more closely in the development of digital content. An outgrowth of the April conference was recognition of the need for a new Cooperative Acquisitions Program (CAP) automated system that would meet auditors' requirements regarding the CAP revolving fund and clients' increased expectations for service. At year's end, CAPS-AD (Cooperative Acquisitions Program system-Alternative Development) was under development by the Technology Policy Directorate. The alternative system would make use of the information technology expertise and superior knowledge of the business model residing in each office.

**Casalini Shelf-Ready Project.** The Library's project to acquire shelf-ready materials, with complete cataloging and some book preparation, from its Italian book vendor, Casalini libri, moved into the production phase in October 2005. The project began in 2004 and proceeded in three phases. The first two phases involved the contribution of 2,200 Casalini-produced bibliographic records, with associated authority work for the final 400, in compensation for intensive training, review, and feedback to Casalini by Library of Congress experts. In 2006, the Library expects to obtain up to 3,500 core-level bibliographic records from Casalini, which has joined NACO and SACO, the name and subject authority components of the Program for Cooperative Cataloging, and will contribute necessary authority work to support access points on these records to OCLC. Serials, volumes added to multivolume sets, belles lettres, and certain other materials are excluded from the project; the Library will continue to catalog at least half its Italian materials in-house during this phase. A Library of Congress bibliographic record that was prepared by Casalini carries an 040 field with values: \$a ItFiC \$c ItFiC \$d DLC.

The shelf-ready pilot project enabled ABA to reassign three acquisitions staff members who were needed elsewhere. However, the impact on the workload of bibliographic access reviewers and trainers was greater than originally predicted, as more than three full-time equivalent staff positions were devoted to cataloging review for half of fiscal year 2005.

**Bibliographic Enrichment Activities.** John Celli, Chief of the Cataloging in Publication (CIP) Division, became chair of the Bibliographic Enrichment Advisory Team (BEAT) upon the retirement of founding chair John Byrum on January 3. John Celli and cataloging automation specialist David Williamson will coordinate and manage BEAT projects. For more information, please see <<http://www.loc.gov/catdir/beat>>.

Digital Tables of Contents. This project creates machine-readable Table of Contents (TOC) data from TOC surrogates, and these materials are subsequently HTML-encoded and placed on a server at the Library. The process cross-links the TOC to underlying catalog records. Both the catalog records and the linked TOC data may be viewed through a Web browser by accessing the Library's online catalog access options. Over 32,000 TOCs have been created and linked in this project. In 2005, over 6000 TOCs were added to the project. In addition, more than 8.8 million hits have been recorded on the TOC files section of BEAT Web pages for the three Web-based TOC projects combined.

Machine Generated 505 Table of Contents (MG 505). This BEAT project adds full text table of contents (TOC) data to catalog records – information that was previously available only through links from within catalog records to LC's Web-based TOCs for those items. In addition to English language materials, the project has recently expanded to include items in German. The original TOC data was generated from

information captured from the scanned table of contents images from books and is now being added to field 505 by computer programs. Fields with such information are preceded by the legend: "Machine generated contents note:" and are not reviewed for punctuation. Because the scanned tables of contents reflect a wide variety of formats and structures, a small percentage of records may contain errors in the placement and configuration of the 505 texts. Begun in February 2005, this project has produced 10,000 machine-generated TOCs.

BEAT Book Reviews Projects. This ongoing BEAT project to include links to scholarly reviews expanded in fiscal 2005 to include reviews from *E-Streams* and *Education Reviews*.

Web Access to Works in the Public Domain. This BEAT initiative links LC bibliographic records to full text electronic copies of the materials residing in other institutions. The Library expects to provide users with substantive information about these materials as well as access to their full texts. In 2005, BEAT processed items from new sources: RAND Corporation, the U.S. Commission on Civil Rights, the University of Maryland Law School, and the University of Wisconsin Digital Collections.

Web Access To Publications in Series. This project has several facets, the first of which is to link many "working paper/discussion paper" type serial publications to their Web-based electronic versions. These links provide access to electronic versions of these publications. With this project LC provides more timely, comprehensive, and cost effective access to these series. In a second area of activity, the Library's Serial Record Division is creating electronic serial records for a number of high research value monographic series that have not been represented in LC's catalogs, thereby opening up a rich, new source of information for researchers who may now access electronic versions of those items. These efforts have provided access to the full electronic texts of 30,000 individual monographs. In all, Web Access to Publications in Series currently has links to more than 350 series. A noteworthy enhancement to both the project and for the Business Reference Services, Science, Technology and Business Division, has been the creation of a Web-accessible database of *Technical Reports and Working Papers in Business and Economics* for series covered by the project. The database can be accessed at <<http://www.loc.gov/rr/business/techreps/techrephome.php>>.

Automated Web Cataloging with the Web Cataloging Assistant. An outgrowth of BEAT's Web Access to Publications in Series project, Web Cataloging Assistant has been in operation since June of 2004. It is currently being used to catalog monographs from 32 different series. As of November 30, 2005, it has accounted for nearly 4,000 electronic monographs cataloged. This project allows a cataloger to examine the abstract page for a particular monograph on the Web, and by using computer and programmed functions effect the creation of a MARC record that is automatically added to the LC database. This record includes an abstract of the title represented. The cataloger subsequently adds subject headings and performs any needed authority work. The capability greatly reduces manual aspects of the project and allows catalogers to concentrate on the intellectual work, thus providing an enriched record through largely automated means.

Collaborative project to study iVia software. The Library has a cooperative agreement in the final stages with the INFOMINE Project (<<http://infomine.ucr.edu>>) at the University of California, Riverside. This cooperative agreement would test the iVia software (<<http://infomine.ucr.edu/iVia/>>) developed for the INFOMINE project. iVia harvests, analyzes, and processes metadata from Websites and other digital objects for use in the INFOMINE database. The parties believe that it would benefit the library community worldwide to incorporate the Library's subject authority and classification data into the iVia automatic classifier capability. It is thought that the incorporation of this data will improve the ability of the iVia software to generate metadata useful to the Library and other libraries, with minimal intervention by cataloging staff. The cooperative agreement was pending as of December 30.

**Cataloging in Publication.** In early spring 2006, the Library of Congress Cataloging in Publication (CIP) Program will launch two separate online surveys to U.S. libraries and U.S. publishers. The year 2006 marks the 35<sup>th</sup> anniversary of the CIP program, an appropriate time to review the status of the program and to obtain feedback from the communities it serves. The surveys are designed to obtain input on a number of critical issues facing the CIP program and its future. They will help the Library of Congress identify the full scope of how CIP data is currently used and how the program can be improved, so that it can better meet the needs of the library and publishing communities, while improving throughput and efficiency and reducing costs. The surveys will be posted on the Library of Congress Website and notice of their availability will be advertised through the American Library Association and the Association of American Publishers. For further information about the 2006 CIP surveys, please contact Oxana Horodecka, Coordinator of Electronic Programs, CIP Division, Library of Congress: <[ohor@loc.gov](mailto:ohor@loc.gov)>.

**Cataloging Distribution Service (CDS).** Ten CDS staff members retired on January 3 – 41% of the staff. The division now has seventeen staff members. Kathryn Mendenhall, chief of CDS, became full-time acting director of the Partnerships and Outreach Programs Directorate in November 2005. Barbara Tillett, chief of CPSO, is also acting chief of CDS during Mendenhall's absence. She is assisted by Tom Yee, assistant chief of CPSO. In addition, Loche McLean and Bruce Johnson will rotate as acting assistant chiefs of CDS, with McLean taking on that role for the first quarter of the calendar year.

Cataloging Documentation Survey. CDS conducted a cataloging documentation survey this past summer. The survey was available directly from the CDS Web page. Among the major findings were the following: there was some interest in PDF versions of updates to CDS's looseleaf publications, but, generally, PDF was not a preferred format for LC documentation users. *Classification Web* was the preferred format for accessing *Library of Congress Subject Headings*; *Cataloger's Desktop* was the preferred format for accessing LC's cataloging documentation. Forty percent of respondents used the paper print versions of documentation to supplement their use of the Web products.

Free PDF Versions of Selected Publications. The following publications will be available as free PDF files beginning with issues published after January 1, 2006: *Cataloging Service Bulletin*, *Updates to Library of Congress Rule Interpretations*, *Updates to Subject Cataloging Manual: Subject Headings*, *Updates to CONSER Editing Guide*, *Updates to CONSER Cataloging Manual*, and *Updates to MARC 21 format* documentation. The traditional paper publications will continue to be available from CDS by paid subscription. Based on CDS's experiences offering PDF versions of these selected publications throughout 2006, CDS may decide to offer additional titles in PDF format.

Training products. During 2006, four new courses and their accompanying CDS materials will be introduced: *Metadata Standards and Applications*; *Principles of Controlled Vocabulary and Thesaurus Design*; *Digital Project Management for the 21st Century*; and *Digital Library Design Overview*. During the last year, the following training courses and accompanying CDS materials were revised: *Integrating Resources Cataloging Workshop*; *Basic Serials Cataloging Workshop*; and *Advanced Serials Cataloging Workshop*. A new course and accompanying CDS material, *Basic Creation of Name and Title Authorities*, was introduced.

Migration to Server-based Environment. CDS has nearly completed a lengthy migration of the mainframe production system to a server-based system. The move involved many legacy programs dating to the early 1960's. Some could not be installed without rewriting code. The process is slated for completion in 2006.

New Voyager Unicode Implementation and Delete Records. The new Voyager Unicode implementation had to be completely tested before CDS made the switch. Ninety percent of the affected programs are now functioning without problems. One exception relates to the distribution of delete records. There is a problem with delete processing when certain diacritics are present. CDS is aware of the problem and has identified the

records. Subscribers need not report the missing records. CDS hope to resolve the issue soon and will redistribute the missing delete records. A positive result of the new Voyager Unicode system is that CDS is now in a position to distribute UTF-8 encoded records. For the near future, UTF-8 distribution will be in response to requests from subscribers.

**Cooperative Cataloging.** The Program for Cooperative Cataloging (PCC) Participants' Meeting will be held on January 22 from 4–6 p.m., in Room 217B of the Gonzalez Convention Center. Mark R. Watson (University of Oregon), PCC chair, will preside. The agenda has three parts: (1) the strategic and tactical planning for the PCC; (2) “On Competition for Catalogers” a talk by Karen Calhoun (Cornell University); and (3) a celebration in honor of John D. Byrum, Jr., who retired from LC on January 3.

Growth in membership has continued at an even pace, with the PCC reaching the 500 member mark during the fiscal year. A large number of training sessions for new and current members were conducted over the past year—64 institutions and over 100 catalogers received NACO training; the majority of these sessions were done by non-LC staff. Outreach efforts in under-represented areas, such as East Asian, African American, and other minority groups, had notable successes with the training of the Harvard Yenching Library for BIBCO (monograph bibliographic record cooperative program), the NACO (name authority cooperative program) membership of the National Indian Law Library, and the formation and training of a Caribbean NACO and SACO (subject authority cooperative program) funnel centered in the University of the West Indies. A further notable development is the consolidation of SACO as a program with membership, training, and quality/quantity requirements. Experienced catalogers have agreed to serve as SACO mentors in the field, working with new members. This will spread the training and review expertise outside the LC staff.

CONSER Access Level Record for Serials. The Library of Congress Serial Record Division and several PCC members have formed a group to develop and test an access level record for serials. This collaborative pilot project is co-chaired by Regina Reynolds (LC) and Diane Boehr of the National Library of Medicine. Several CONSER members are participating in the project and a discussion will be presented at the CONSER-At-Large meeting at Midwinter. The access level record pilot for serials takes advantage of the model used for non-serial e-resources developed by Dave Reser (LC), LC contractor Tom Delsey, LC cataloging staff, and LC reference staff. The effort is designed to enhance the utility of catalog records, both to end users and those in the library that use catalog records for processing serials, by assuring that essential elements for user tasks are present in the record. Cataloging cost savings may result by supplying only those record elements that are essential for performing the user tasks identified in *Functional Requirements for Bibliographic Records (FRBR)*: find, identify, select, and obtain.

The serials pilot will include creation of test records based on the essential set of AACR2 and MARC 21 elements and the cataloging guidelines. The records will be evaluated in terms of cataloging costs and how well the records meet end user and library processing needs. The project is expected to result in a chart of essential data elements and an outline of cataloging guidelines by January 2006. A progress report, including an evaluation of the pilot, is expected by the end of April 2006. The charge for the pilot including a detailed discussion of background, methodology, and deliverables is available at <http://www.loc.gov/acq/conser/Access-level-charge1c-pccaug17.pdf>

## **Descriptive Cataloging**

The Cataloging Policy and Support Office (CPSO) continues to move forward with its mandate to revise its documentation. The following LCRIs have been modified, cancelled, or simplified:

*LCRI 1.0G1, Accents and Other Diacritical Marks.* This LCRI prohibited the use of accent marks on initial capital letters of words in manifestations published after 1801 in French, Spanish and Portuguese. At that time of issuance in 1982, this policy aligned with the practices of the Library and Archives, Canada (LAC);

however, since that time LAC has changed its practice and asked the Library of Congress to conform with that change. Effective January 1, 2006, CPSO is cancelling this LCRI and will reissue the LCRI with guidelines for implementation. This LCRI will be available February 1 via Cataloger's Desktop. Catalogers may begin to implement this decision immediately. See <<http://www.loc.gov/catdir/cpso/accents.html>>

*LCRI 22.17, Dates.* In late June 2005, CPSO posted a proposal for the addition of dates to existing personal name headings, and solicited comments from the wider cataloging community. This proposal stimulated a tremendous response and interesting discussions. A complete summary of the comments received, and a discussion of the resulting decisions made by Library of Congress cataloging management is available at <<http://www.loc.gov/catdir/cpso/deathdates.pdf>> [140 KB; 14 p.]. In brief, these decisions are: Allow the optional addition of death dates to established headings that contain birth dates only. Continue the "status quo" regarding the restriction of adding dates (birth and/or death) to existing headings that previously had no dates and are not in conflict with other headings. Additional simplification and implementation issues are addressed in the full report. A draft of LCRI 22.17 incorporating these decisions is available at <<http://www.loc.gov/catdir/cpso/22-17-rev05.pdf>> [19 KB; 2 p.]. The final version will be available via *Cataloger's Desktop* on February 1, 2006. Because of the expected impact and in the interest of an orderly implementation, LC requests that the new policies not be followed until the LCRI is published.

*LCRI 25.13. Manuscripts and Manuscript Groups draft available for comment.* Because this complex rule is used infrequently by most catalogers, the lack of explicit guidelines has caused considerable frustration and disparate results. The revisions are designed to give clear instructions so that catalogers will 1) know exactly how to create a heading for a manuscript and provide appropriate references, even though they only occasionally create these headings, 2) achieve consistency in creating manuscript headings, 3) provide specific instructions for relating a manuscript heading to the heading for the work contained in the manuscript, and 4) limit the creation of an authority record for the work to situations in which it is actually needed. The draft is available at <[http://www.loc.gov/catdir/cpso/25\\_13.html](http://www.loc.gov/catdir/cpso/25_13.html)>. The deadline for comment on this draft is January 30, 2006. Comments may be sent to CPSO by email at <[mcpsol@loc.gov](mailto:mcpsol@loc.gov)>.

Descriptive Cataloging Manual, Z1. The 670 section has been updated to include guidelines for the use of subfield \$u that allows catalogers to add a Uniform Resource Identifier (URI) in authority records when needed. Appendix 1: Ambiguous headings has been updated to reflect recent policy changes in regard to Forests, parks, and reserves as well as to the appropriate MARC coding for U.S. tribal entities. Appendix 2: Canadian Names clarifies that the Library and Archives, Canada will maintain the status quo in regard to Canadian forests, parks, and reserves as well as to names of Canadian First Nations.

LC Guidelines supplement to the MARC 21 Format for Authority Data (i.e., "Blue pages") has been updated to reflect the use of subfield \$u in the 670 field and guidelines for the use of 043 in authority records have been issued.

LC Unicode cataloging policies. CPSO will be working on adjustments to the cataloging policies related to bibliographic and authority records using non-roman scripts over this coming year. Currently, LC is planning to hold changes until 2007 to allow time for testing and coordination with the NACO nodes; discussions have already started.

## **Subject Headings**

LCSH, 28<sup>th</sup> edition. The 2006 28<sup>th</sup> edition of LCSH will include approved subject headings and changes up to and including Weekly List 35 for the editorial meeting that met on August 31, 2005.

Database improvement. The CPSO Database Improvement Unit has updated approximately 500,000 records since the unit was formed on June 28, 2004. The unit corrected obsolete subject headings and descriptive

access points in bibliographic records as well as in name authority records. The team has experimented with methods for keeping current with subject heading updates to bibliographic records prompted by the Weekly List of subject headings.

Genre/Form Headings for Moving Images in LCSH. Cataloging staff from the Moving Image section of the Motion Picture, Broadcast & Recorded Sound (MBRS) division, working with policy specialists in CPSO, have begun a project to analyze the genre/form terms from *Moving Image Genre-Form Guide (MIGFG)* and reconcile the terminology with LCSH. The terminology from *Moving Image Materials: Genre Terms (MIM)* will also be consulted as part of this project. The goal will be to move as much of MIGFG as possible to LCSH, and to unambiguously indicate in LCSH whether the terms are to be used as topics (i.e., subject authority records tagged as 150) or genre/form headings (i.e., subject authority records tagged as 155). The resulting subject authority records will be the first issued as part of LCSH with the 155 tag and will be supplemented with instructions for applying such headings in bibliographic records in the *Subject Cataloging Manual: Subject Headings*. Once LC has developed a draft list of headings to be established in LCSH as genre/form headings, along with scope notes where necessary and a list of principles used to establish such headings, the proposal will be shared with the larger moving image community for input and comment before the genre/form headings are established and distributed as part of LCSH. We envision releasing the draft sometime prior to the ALA annual conference in the summer of 2006.

Geographic Authority Record Enhancement. OCLC staff have been consulting with CPSO staff to develop guidelines and procedures for enhancing a selection of name authority records for jurisdictions by programmatically adding 043 fields with geographic area codes (GACs) and 781 fields showing their geographic subject subdivision forms. It is expected that several thousand records that meet project criteria can be handled in this fashion and that the project could begin after ALA.

## **Classification**

Library of Congress Classification. The 2005 printed editions of class H (Social sciences), K (Law in general. Comparative and uniform law. Jurisprudence), KF (Law of the United States), K Tables (Form division tables for law), L (Education), P-PA (Philology and linguistics), and PJ-PK (Oriental philology and literature, Indo-Iranian philology and literature) were published by the Cataloging Distribution Service (CDS).

Subject Cataloging Manual: Shelflisting. The Cataloging Policy and Support Office is planning to produce a new edition of the current *Subject Cataloging Manual: Shelflisting*, combined into a single physical volume with the current *Subject Cataloging Manual: Classification*. In the meantime, much of the new and revised material in the shelflisting manual is being made available in *Cataloger's Desktop*. The manual has been reorganized into two sections: General, and LC-Specific Information. Many of the instruction sheets have been renumbered and relocated. G 60 has been split into five separate instruction sheets. Fourteen instruction sheets have been deleted because they reflected internal LC procedures that have changed since the introduction of the LC ILS in 1999. Some of the remaining instruction sheets have been updated to correct errors or remove obsolete information. Additional updates and corrections will appear in *Cataloger's Desktop*, Issue 1, 2006.