



RECREATING CATALOGING CULTURE: BACKLOG REDUCTION AS EMPOWERMENT

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CATALOGING & METADATA CENTER MONOGRAPHIC CATALOGING BACKLOGS COMPARISON


Total backlog count

March 2007	May 2013
13, 827	6,278

Number of languages represented: 51*

Number of scripts represented: 13

* Chinese, Japanese and Korean language materials are cataloged in the East Asian Library




BACKLOG BRAINSTORMING IDEAS

- ❖ Inventory, categorize and quantify the various categories of materials in our backlogs (necessary for preparing grant applications and determining best approaches for particular backlogs).
- ❖ Improve communication/understanding among selectors, acquisitions, and cataloging staff.
- ❖ Re-evaluate some materials in the backlogs before cataloging.
- ❖ Get more cataloging resources.
- ❖ Maximize use of existing resources using new technologies in order to draw on other UC catalogers' expertise and on our scholarly community expertise (faculty, grad students).
- ❖ Explore alternatives to “full” item-level cataloging. Establish levels of cataloging based on campus research needs
- ❖ Maximize use of cataloging data from other sources
- ❖ Improve workflow
- ❖ Improve public access to the backlogs



BACKLOG REDUCTION METHODS FROM UCLA CATALOGING & METADATA CENTER

- Cataloger's decision process
 - This process applies to items that have aged six months since receipt with no OCLC or less than full copy for languages there is insufficient expertise to catalog
 - Catalogers choose from three cataloging options with two week turnaround
 - Full level
 - Minicat (minimal level or accept copy as is)
 - Minicat plus (minimal level record with summary or keywords provided either by cataloger or selector)
 - Items remaining on truck after two weeks automatically designated as Minicat
 - Selector review of materials cataloger's designated Minicat or Minicat-Plus
 - One week deadline for review of cataloger's decisions and additions of keywords or summaries
 - Overturned cataloger's decisions returned for full cataloging, Minicat and Minicat-Plus items routed for copy cataloging
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BACKLOG REDUCTION METHODS FROM UCLA CATALOGING & METADATA CENTER, CONT.

Assisted cataloging for languages the Center has no expertise to catalog

- Work with selectors to search OCLC for existing copy or similar copy (e.g. microform vs. book)
- Selectors or students provide required elements for cataloging (Romanized titles, responsibility, publication information and relevant subject information)
- Staff search Worldcat.org to locate copy with subject headings
 - For Southeast Asian and South Asian language materials when only a minimal level record is found in OCLC
 - Use OCLC number to search record in Worldcat.org is searched by OCLC number
 - Select library link to view record in local catalog
 - Utilize call number and/or subject heads to upgrade record



BACKLOG REDUCTION METHODS FROM UCLA CATALOGING & METADATA CENTER, CONT.

Collection level records

- Ephemera, low priority (David Hirsch calendar collection, Arabic language textbooks and videos, maps)
- Manifestations that may have copyright issues (i.e. unauthorized copies, Arabic language videos)
- Non-roman languages that are low priority and no expertise to catalog individual titles (Burmese, Cambodian, Laotian, Syriac)



CUMMINGS COLLECTION OF HEBRAICA AND JUDAICA

- ❖ Gift to the UCLA Library in 1963
- ❖ Contents include rabbinics and other Hebrew imprints ca. 1770-1960
- ❖ Unprocessed collection poorly housed
- ❖ Minimal matching bibliographic records
- ❖ Requires staff at appropriate level
- ❖ Talented staff can be used creatively



THANK YOU

Thank you!

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