

OLAC NEWSLETTER
Volume 8, Number 1
March, 1988

TABLE OF CONTENTS

FROM THE CHAIR

FROM THE EDITOR

FROM THE TREASURER

OLAC '88 CONFERENCE COMING SOON

OLAC EXECUTIVE BOARD VACANCIES: MEET THE CANDIDATES

MEETINGS OF INTEREST

OLAC BUSINESS MEETING

MARBI REPORT TO OLAC

RTSD AV LIAISON'S REPORT TO OLAC

MICROCOMPUTER SOFTWARE ... WHAT IS IT? ... WHY DO I NEED IT? ...

RTSD TOURS IN NEW ORLEANS AT THE ALA CONFERENCE

BOOKS OF INTEREST TO AV CATALOGERS

NEW MLA DIRECTORY

WLN ISSUES NEW DATA PREPARATION MANUALS

BOOK REVIEW

QUESTIONS AND ANSWERS

1988 ANNUAL ELECTION BALLOT

MEMBERSHIP APPLICATION FORM

FROM THE CHAIR

The Midwinter OLAC meeting in San Antonio was different because weather conditions in the North and East prevented full attendance of Board members. While the temperature in San Antonio was cool between two warm weeks, the weather was no handicap to ALA activities.

Most of the time at the OLAC Membership and Board meetings was devoted to planning the programs for the New Orleans conference in July and the OLAC Third National Conference in California in November. The former is a joint program being developed by Glenn Patton; Bo-Gay Tong is the chair for the latter.

Members should mark the dates for the California OLAC National Conference on their calendars: Noon, Wednesday, November 2, through Friday, November 4, 1988. The conference site is just ten minutes from the Los Angeles International Airport, with the hotel providing transportation. It is scheduled at the end of the week to allow any participant who wishes to take advantage of lower airline rates or to enjoy a vacation in Los Angeles after the conference. Bo-Gay is doing a magnificent job with the arrangements.

Three members were appointed by the Board to OLAC's Cataloging Policy Committee: Sharon G. Almquist, John Attig and Katha D. Massey.

--- J.O. Wallace

FROM THE EDITOR

This issue is coming to you a little late as I struggle with new demands producing the newsletter and with the demands of a new job. I have moved from the Mercer University Atlanta Library to a position as Administrative Librarian with responsibilities for automation for the DeKalb County Public Library system. Please address all future OLAC correspondence to me at my home address (p. 2 of cover). This issue features information on exciting programs and tours at the ALA Annual Conference in New Orleans, as well as OLAC's forthcoming National Conference in Los Angeles. Bo-Gay Tong is organizing the program, which promises to be both productive and very exciting!

This issue also features important information on two critical issues for AV catalogers. Bo-Gay Tong's MARBI report discusses action MARBI is taking on format integration (e.g. the cataloging of items with characteristics of two or more media) .

Verna Urbanski's Questions and Answers column contains an extensive discussion about the classification of fiction films and videos, and the use of genre subject headings for these media.

DEADLINE FOR THE NEXT ISSUE: APRIL 22, 1988!

--- Grace Agnew

**FROM THE TREASURER
Catherine Leonardi**

Reporting period:

October 5, 1987 through January 25, 1988

Account balance October 5, 1987 \$2,571.86

INCOME

Bank interest	65.42
Back issues	103.00
Memberships (16 new, 284 renew)	4,961.50

TOTAL INCOME \$5,129.92

TOTAL \$7,701.78

EXPENSES

Newsletter v. 7, no. 4	652.05
Editorial stipends for newsletter	100.00
Mailing labels	42.75
ALA dinner	31.04
Chair's expenses	13.84
Treasurer's postage	16.06
Board stipend	100.00
MARBI stipend	100.00
Two bulk mail permits	100.00
Additional cost for first renewals	10.83
Editor's postage	32.25

TOTAL EXPENSES \$1,198.82

Account balance January 28, 1988 \$6,502.96

CD at 6.75% matures 2/88 5,000.00

TOTAL OLAC ASSETS \$11,502.96

CURRENT MEMBERSHIP = 602

WATCH THIS SPACE!

OLAC '88 CONFERENCE COMING SOON!

Mark your calendars now for the OLAC Conference '88 to be held November 2-4 at the Pacifica Hotel and Conference Center in Los Angeles (10 minutes from the L.A. Airport and Marina Del Ray). The theme of OLAC's third conference is "Decision-making for AV Catalogers." Program activities will include keynote speakers, panel discussions, workshops, problem-solving sessions, demonstrations, and tours. Workshops and small group sessions so far scheduled will cover the cataloging of unpublished AV materials, microcomputer software, and videorecordings. Among the special events planned are a presentation by the UCLA Film, Radio and TV Archives and tours of the Academy of Motion Picture Arts and Sciences, the Getty Center for the History of Arts and Humanities, the Los Angeles County Public Library Asian Pacific and Chicano Resource Centers, and selected non-book collections at UCLA.

Be sure to watch for further program and registration details in the next issue of the *Newsletter*.

Bo-Gay Tong
Chair, Conference
Planning Committee

NOTE: I am looking for volunteers in the greater Los Angeles area to assist with local arrangements. Your help would be greatly appreciated. If you are interested in helping out, please contact me at 213-825-7557, or at this address: 1711 Glendon Ave., Los Angeles, CA 90024.

OLAC EXECUTIVE BOARD VACANCIES: Meet the Candidates

It will soon be time for the annual OLAC elections. Offices available this summer are: Vice Chair/Chair-Elect and Secretary. Terms of office and responsibilities were outlined in the " call for volunteers" in the December, 1987 issue of the *Newsletter*. The candidates are:

For Vice Chair/Chair-Elect:

Verna Urbanski
U. of North Florida

For Secretary:

Susie K. Gegenhuber
NOTIS

Shelly Edwards,
Gettysburg College

Brief background and interest statements follow. A ballot is stapled in the center of this issue. Please vote for the candidates of your choice and return the ballot by JUNE 1, 1988 to:

Katha D. Massey
Cataloging Department
University of Georgia Libraries
Athens, GA 30602

VICE CHAIR/CHAIR-ELECT

Verna Urbanski

Background information:

- MA, University of Kansas, 1973 (English);
- MLS SUNY Albany, 1977;
- Cataloger, University of North Florida, 1977-present.

OLAC activities:

- Editor, *OLAC Newsletter*, 1981-86;
- Questions and Answers columnist, 1981-present;
- Book reviewer, 1981-present;
- OLAC Cataloging Policy Committee, Chair, 1984-86;

ALA activities:

- RTSD Audiovisual Committee member, 1982-86;
- RTSD representative to the Joint Advisory Committee for Nonbook Materials, 1986- ;
- RTSD/CCS CC:DA, member, 1987-present;
- Columnist for LRTSI "Current News", 1988-

Statement:

I have been a member of OLAC since its founding and continue to view it as the premier organization for AV catalogers. Through the efforts of its many active participants and leaders, OLAC continues to promote the interests of nonprint cataloging and serves to focus attention on this much neglected area of library science. I would be proud to serve as Chair of Online Audiovisual Catalogers and to carry on the fine tradition of leadership so firmly established by former Chairs.

SECRETARY

Susie Koch Gegenhuber

Background information & Statement:

I would like to be considered for renomination as Secretary of OLAC. I have been an active member of OLAC since 1985, serving a two-year term on the Cataloging Policy Committee, and a two-year term as Secretary. Because of my involvement, I have an in-depth knowledge of the working policies and procedures of OLAC, and hope to initiate changes which might benefit our membership, as well as strongly support

aspects of our organization which work well. Some ideas include fleshing out the liaison reports for the newsletter; assisting the Chair in agenda preparation; organizing archival papers and cassettes, and publicizing our meetings. I have been able to attend all conferences and will continue to do so over the next two years. On the job, I have six years' experience cataloging AV in all forms, including toys, art and computer files. In my current position as User Services Librarian at NOTIS Systems, Inc., I assist NOTIS users in implementing cataloging on NOTIS (as well as other modules), and train in use of the software. Implementation and training often involve issues pertaining to audiovisual materials. In addition, I am the resource person among NOTIS User Services Librarians for cataloging and authority control. My work with OLAC to date has been rewarding. I have been able to contribute consistently-written minutes, along with my cataloging and committee operations experience. I hope to be able to continue my commitment to OLAC as Secretary for another term.

Shelly Edwards

Background Information:

- BA, Mount Union College, 1985 (History);
- MLS, Kent State University, 1986;
- Assistant Technical Services Librarian, Gettysburg College, 1987-present;
- Catalog Librarian, Hiram College, 1986-87;
- Has done original and copy cataloging of materials in all formats and will serve as Project manager for a retrospective conversion project for sound recordings beginning Summer, 1988.

Statement:

OLAC offers the audiovisual cataloger the opportunity to interact with other AV catalogers; voice questions and concerns of common interest; and to receive up-to-date information of a specific kind. As Secretary, I would be able to contribute an enthusiasm and enjoyment of working in AV cataloging, a genuine interest in OLAC, and a number of years of experience serving as secretary for a variety of committees and groups.

MEETINGS OF INTEREST
ALA National Conference, New Orleans, Louisiana
July 9-14, 1988

"Producers/Distributors and AV Librarians: Issues of Common Concern"

New Orleans, July 12, 1988

OLAC will co-sponsor with RTSD AV a program at the New Orleans conference focusing on issues of mutual interest to producers and distributors of AV materials and to AV librarians. Be sure to watch for time, place and further details in the next issue of the *Newsletter* and mark your ALA schedule so that you won't miss this program!

MINUTES
OLAC Business Meeting
January 9, 1988
Four Seasons Hotel
San Antonio, Texas

The meeting was called to order at 8:00 by J.O. Wallace, and the minutes of the last meeting were approved. Board members present along with J.O. were Glenn Patton, Vice Chair/Chair Elect, and Susie Gegenhuber, Secretary. 21 others attended the meeting.

1. **Treasurer's Report:** J.O. Wallace for Cathy Leonardi

OLAC has 671 records in its membership database, but 57 are not yet renewed and three are for exchanges. Renewal notices are being sent by Verna Urbanski. Since November, over 200 renewals have been processed, bringing in \$3300. Dick Thaxter is working on a new OLAC database using DBASE III+, which will replace the current address file on pcFile.

The current OLAC bank balance is \$5100, with \$5000 in a CD as well.

For three back issues of the *Newsletter*, copies are being photocopied because there are no copies left.

2. **OLAC Programs:** Glenn Patton

OLAC is sponsoring a program in New Orleans with the RTSD-AV Committee that will be an open forum with AV producers and distributors. RTSD-AV has been contacting producers and distributors about libraries' need for consistent bibliographic representation on media. A time slot has, been requested.

The next OLAC National Conference will be held at the Pacific Hotel and Conference Center in Los Angeles on November 2-4, 1988. The theme is "Decision-Making for AV Catalogers" and the program will include a keynote speaker, workshops and tours of local libraries such as the Getty Center and the Los Angeles Natural History Museum. Anyone interested in helping with local arrangements or other aspects of the conference should contact: **Bo-Gay Tong, ORION User Services, University Research Library, UCLA, 405 Hilgard Avenue, Los Angeles, CA 90024.**

3. **Cataloging Policy Committee:** Dorian Martyn

CAPC met Friday evening. Points covered included:

- The survey on parenthetical qualifiers revealed that parenthetical qualifiers are basically a system-specific problem. CAPC will take no action at this point.
- Verna Urbanski is continuing to work on the manual for locally-produced materials and would appreciate examples for inclusion.
- Verna has begun research on the physical processing of AV materials.
- MARBI meeting times were announced.

4. **Nominating Committee:** J.O. Wallace for Katha Massey

Susie Gegenhuber is renominated for Secretary and Verna Urbanski for Vice Chair/ Chair Elect. An announcement will appear in the *Newsletter* for other nominations for these two positions.

5. **Liaison Reports:** Bo-Gay Tong, Lowell Ashley, Sheila Smyth

Liaison reports were heard from Bo-Gay Tong (MARBI), Lowell Ashley (MOUG), and Sheila Smyth (RTSD-AV). Sheila handed out a flyer on the RTSD-AV program in New Orleans on microcomputer software to be held Saturday morning from 9:30 to 12:30.

6. **Utility Reports:** Glenn Patton, Ed Glazier

Glenn Patton of OCLC handed out the flyer *What's New at OCLC* and discussed OCLC's many activities. Ed Glazier of RLIN discussed a variety of developments at RLIN, including MARC update 15 specs, Hebrew and Cyrillic alphabet, LCSH in the authority file, and a new ILL logon.

Ed asked for volunteers for a committee on the effect of format integration CONSER serials cataloging. The committee lacks expertise in nonprint serials. Those interested should contact: **Gary McCone, National Agricultural Library, Beltsville, MD.**

The meeting adjourned at 9:00 p.m. and was followed by the traditional Question and Answer session.

Respectfully submitted,

Susan Koch Gegenhuber,
Secretary

MARBI REPORT TO ONLINE AUDIOVISUAL CATALOGERS

The following are the highlights of the activities of the RTSD/LITA/RASD Representation in Machine-Readable Form of Bibliographic Information Committee (MARBI), which met four times during the ALA Midwinter Meeting in San Antonio in January.

1. A Music Library Association proposal to make obsolete byte 21 (existence of parts) of field 008 for music and to revise byte 20 (format of music manuscript or printed music) of the 008 so that it can be coded without reference to the presence or absence of parts was approved.
2. Also approved was a proposal to define byte 22 (intellectual level code) in field 008 for computer files.
3. A discussion paper originating from Martha Yee of the UCLA Film, Radio and TV Archives was concerned with providing access to broadcast date and time for works broadcast on radio or television. The consensus was that the 033 (date and place of capture) field should be augmented to accommodate broadcast dates and times. A formal proposal will be put forth for approval at the ALA Conference in New Orleans in July.
4. Three of the four MARBI sessions were devoted to a series of proposals on format integration which grew out of a lengthy discussion paper addressed at last summer's meeting in San Francisco. One of the main objectives of format integration is to extend USMARC bibliographic format to adequately accommodate non-textual serial items as well as "multitype material," that is, materials with characteristics of more than one medium, such as a map used as a puzzle. Under this new plan, the 008 fixed field for a non-textual serial, such as a serial map, will be coded for the form of material, e.g. map. A newly defined fixed field the 006, will be used to code the serial characteristics of the map. Or, an item with two format characteristics will be coded for one format in the 008 and for the other in the 006. The Committee approved this newly defined use of the 008/006.

The rest of the proposals consisted of making some content designators, e.g. tags, indicators, in the variable fields valid across all formats and making obsolete or deleting other content designators no longer considered useful.

One of the most controversial proposals was that the serials field 246 (varying form of title) be validated for other formats and that field 740 (added entry - title traced differently) be made obsolete. Questions raised included whether various added entries now used in 740s can be accommodated by the 246, such as analytical added entries, and how display constants for all types of titles for non-textual formats should be accommodated This proposal will be reworked and discussed again at the New Orleans meeting.

Based on the criteria that specific 5XX fields should be reserved for special indexing or retrieval needs or for when special manipulation of the data is needed, MARBI recommended, through a straw vote, that fields 503 (bibliographic history note), 523 (time period of content note), 527 (censorship note/archival), 537 (source of data note), and 570 (editor note) be made obsolete.

Instead, a general 500 note should be used to record such information. More investigation will be made concerning whether to make field 516 (type of file or data note) and 556 (information about documentation note) for computer files obsolete.

The following is a summary of approved proposals:

Fields to be deleted: 002 (subrecord map of directory), 003 (subrecord relationship), 004 (deleted record directory), 320 (current frequency control information), 330 (publication pattern), 331 (former publication pattern).

Fields to be made obsolete: 302 (item count/page count), 305 (physical description for sound recordings/pre-AACR2), 308 (physical description for films/archival), 315 (frequency--maps and computer files)

008 elements to be made obsolete: title page availability, index availability, and cumulative index availability codes for serials, and the main entry in body of entry indicator code for books, visual materials, and music.

Indicators to be made obsolete: first indicator in field 260 for books, maps, music and serials; second indicator in field 260 for serials.

First indicator values "2" (presented) and "3" (narrator) in field 511 (participant or performer note) were made obsolete for visual materials and music. Field 037 (stock number) was redefined so that field 265 (source for acquisition/subscription address) and 350 (price) could be made obsolete

Scheduled for the New Orleans meeting are discussions on tabled and still pending proposals on format integration.

Reported by,
Bo-Gay Tong,
OLAC Liaison to MARBI

JANUARY 1988 RTSD AV MEETING Liaison's Report to OLAC

The liaison for CC:DA reported that a workshop on remote sensory imagery cataloging is being planned for 1990.

AACR2 Revised will be released late summer/early fall. There will be two editions - one looseleaf and one paperback. The looseleaf edition will make updating easier.

ACRL-AV is requesting more AV reviews in *Choice*.

RTSD-AV will be up for formal review about January 1989. The revised mission statement was reviewed and accepted by voting members. The Ad hoc Committee on Producers/Distributors Contact Project was changed to a Standing Committee of Producers/Distributors Contact Project. 700 of the brochures, "Happiness is Having One Title" have been sent to NLM and 40 of the same brochures have been sent to the Canadians for distribution. The Committee requests information on areas that librarians and publishers need to work on together. Please forward any examples to: **Karen Driessen, Instructional Materials Service, University of Montana, Missoula, MT 59812.**

The tours in New Orleans include the Historical New Orleans Collection, Friday, July 8 at 1:30 p.m. and Tulane University Jazz Library on July 11th or 12th.

Discussion focused on CIP for audiovisual materials. Presently only computer software has CIP. The committee agreed there is a need for a CIP software subcommittee. A motion was passed to be forwarded to CCS that a committee on CIP for all media be formed, and that a representative of OLAC be included in its membership.

Submitted by,
Sheila Smyth,
OLAC Liaison to RTSD-AV

**"MICROCOMPUTER SOFTWARE ...
WHAT IS IT? ...
WHY DO I NEED IT? ...
WHAT DO I DO WITH IT ONCE I GET IT? ...**

"Microcomputer Software ... What is it? ... Why do I need it? ... What do I do with it once I get it? ..." is the subject of the American Library Association's RTSD Audiovisual Committee annual conference program, Saturday, July 9, 1988, 9:30 AM to 12:30 PM. Moderated by Bruce Johnson of the Library of Congress, the program will focus on the role which microcomputer software plays in library public and technical services. Special emphasis will be placed on practical recommendations which can be applied to every day library challenges.

Among the speakers are: Victor Rosenberg (President, Personal Bibliographic Software, Inc.) who will speak on the future of library software development; Katherine Chiang & Samuel Demas (Cornell University) who will discuss developing a progressive software collection policy; Jan DeSirey (Hennepin County Library) who will offer some insights into Hennepin County's pragmatic approach to cataloging software; Robert Skapura (Clayton Valley High School) who will examine commercially available software products which support library applications; Lesley Farmer (San Domenico School) who will explore strategies for getting software into the hands of library patrons; and Patrick

Dewey (Maywood Public Library) who will speak about how public libraries can safely circulate microcomputer software.

In a joint venture with the ACRL & PLA Audiovisual Committees, the ACRL Community & Junior College Libraries Section, the LITA Library Microcomputer Templates Interest Group, the RTSD Resources Section Acquisitions Committee, and the YASD Computer Applications to Young Adult Services Committee, the RTSD Audiovisual Committee is offering an exciting program which will provide you with valuable insights into what microcomputer software is and how it fits into your library. Come learn what other libraries are doing with software, and what software can do for you!

Submitted by
Mary Goss Mundy

RTSD TOURS IN NEW ORLEANS AT THE ALA CONFERENCE

The ALA RTSD Audiovisual Committee will sponsor two tours during the American Library Association Annual Conference, July 9-14, 1988, in New Orleans, Louisiana. Conference participants may tour the Historic New Orleans Collection July 8, 1988 at 1:30 PM. The Collection, which comprises a museum and research center, is housed in a complex of historic buildings in the French Quarter. Curator John Lawrence will discuss the Collection's pictorial materials, provide a tour of the permanent collection libraries, and demonstrate the archive's computerized collections management and cataloging system. Registration is limited to 40.

Tour the Hogan Jazz Archive in Tulane University's Howard-Tilton Memorial Library July 12, 1988 at 9:00 AM. Curtis Jerde, curator of the archive, will introduce tour participants to the unique collections of the archive, which include sound recordings, photographs, films, posters, and videos. Registration is limited to 20.

Tour participants must provide their own transportation. Pre-registration on or before June 24, 1988 is required for both tours. To register, call or write: **RTSD AV Tours, American Library Association, 50 E. Huron St., Chicago, Ill. 60611. 1-800-545-2433.**

BOOKS OF INTEREST TO AV CATALOGERS

A Manual of AACR 2 Examples for Liturgical Works and Sacred Scriptures. 2nd ed. By James D. Kellen.

ISBN: 0-936996-25-0. Price: \$12.50. Order from: Soldier Creek Press, 642 South Hunt St.,
Lake Crystal, MN 56055

- *A Manual of AACR 2 Examples for Liturgical Works and Sacred Scriptures* is now available in a second edition by James D. Kellen. This cataloging manual, published for the Minnesota AACR 2 Trainers by Soldier Creek Press, updates the first edition prepared by the late Irene Schilling. It is one of LB cataloging manuals published by the Trainers.
- For each of the 42 examples (many new to this edition), the chief source of information is reproduced and AACR 2 rules numbers are cited and explained.

A Manual of AACR 2 Examples for Microcomputer Software, 2nd ed., revised. By Nancy B. Olson.

ISBN: 0-936996-30-7. 110 pages. Price: \$17.50. Order from: Soldier Creek Press, 642 South Hunt St., Lake Crystal, MN 56055

- *A Manual of AACR 2 Examples for Microcomputer Software* by Nancy B. Olson is now available in a revised second edition. This cataloging manual, published for the Minnesota AACR 2 Trainers by Soldier Creek Press, is one of 16 manuals published by the trainers and edited by Edward Swanson.
- The 47 examples have been updated according to revised Chapter 9 of AACR 2, and the introductory material has been rewritten to reflect those new rules. For each of the examples, the chief source of information is reproduced.

Cataloging of Audiovisual Materials, 2nd ed., with update pages. By Nancy B. Olson. Edited

by Sheila Intner and Edward Swanson, ISBN: 0-933474-38-5. \$45.00. Update pages available separately, \$3.00.

Cataloging of Audiovisual Materials Supplement: Coding and Tagging for OCLC. by Nancy B. Olson.

Includes wall chart for 007 coding and update pages. ISBN: 0-933474-39-3. \$20.00. Update pages available separately, \$3.00.

- Order both books from: Minnesota Scholarly Press, Distribution, P.O. Box 611, DeKalb IL 60115
- *Cataloging of Audiovisual Materials*, 2nd ed., and its supplement, *Coding and Tagging for OCLC*, by Nancy B. Olson, edited by Sheila Intner and Edward Swanson, are available from Minnesota Scholarly Press. Published in 1985, both were reprinted with corrections and updated information in 1986. To reflect rules revised in 1987 for cataloging computer files, update pages have now been added.

Nancy R. Olson, Professor, Mankato State University (Minn.) is an audiovisual cataloger, She received the Esther J. Piercy Award from RTSD in 1980 and was Visiting Distinguished Scholar at OCLC in 1983/84.

NEW MLA DIRECTORY

The Music Library Association announces the publication of the *Directory of Library School Offerings in Music Librarianship*, compiled by Annie F. Thompson under the auspices of the Education Committee of the Music Library Association. The *Directory* lists all accredited schools of library and information science in the United States and offering courses in music librarianship or bibliography. Arranged alphabetically by state, each entry provides address, course, and course credit information.

The *Directory* is available for \$5.00 (prepayment is required to cover postage and handling costs) from:

Linda Solow Blotner
Executive Secretary, MLA
203 Deercliff Road
Avon, CT 06001

Write also for MLA's complete list of publications in music bibliography and music librarianship.

Submitted by
Bobbie DeCoster

WLN ISSUES NEW DATA PREPARATION MANUALS

The Western Library Network has issued its new, composite *WLN Data Preparation Manual*, and all WLN members should have received their copies by now. This is an essential tool for assigning machine-readable content designators to bibliographic data and is required for all WLN Online Contributing Members. Based on the *MARC Formats for Bibliographic Data* published by the Library of Congress, this two-volume manual replaces all previously-issued WLN Data Preparation Manuals for individual USMARC formats, and the Headings and Appendices volume.

The content and arrangement of this manual differs significantly from earlier data preparation manuals. The scope of the *WLN Data Preparation Manual* has been expanded to include all fields and subfields pertaining to the seven USMARC formats:

Archival and Manuscripts Control, Books, Computer Files (formerly Machine-Readable Data Files), Maps, Music Scores and Sound Recordings, Serials, and Visual Materials (formerly Films).

The new and expanded formats include:

- Archival and Manuscripts control format fields and subfields
- Computer Files fields and subfields
- Maps fields and subfields
- Technical reports fields and subfields, added to the Books format
- Three-dimensional Artifacts and Naturally-Occurring Objects subfields added to the Visual Materials formats and
- Two-Dimensional Nonprojectible Graphic representation subfields added to the Visual Materials format.

Additional information may be obtained from: Elizabeth R. Cowart, WLN Bibliographic Services Librarian, Western Library Network, Washington State Library AJ-11W, Olympia, WA 98504-0111.

Submitted by,
Bobbie DeCoster

BOOK REVIEW

Nonbook Media: Collection Management and User Services. John W. Ellison and Patricia Ann Coty, editors. 388 p. Chicago: American Library Association, 1987. ISBN: 0-8389-0479-3

Nonbook Media gathers together a wealth of concise information and provides a source for quickly finding facts about twenty-two separate nonbook media in one volume. Topics from realia to scores, from films to programmed materials, from microforms to pamphlets are explored by contributors with extensive experience in their formats. (A list of contributors with credentials appears at the end of the volume.) The equipment or hardware necessary to run much of the software receives only limited discussion. Emphasis is placed on the medium itself. In addition, descriptive cataloging is not discussed because the editors felt that other sources already offered comprehensive coverage.

Each chapter is organized according to the same outline of sections. First the medium is defined: what it is and a brief glossary of terms associated with it. A brief history of major developments in the medium follows, from earliest mention ("Flat pictures, produced by painting and drawing, have been in existence since prehistoric times ..." p. 86) to current technology ("Currently, reports about

holograms and holographic techniques include reference to computer-generated holograms, X-ray holography, pattern recognition holographic memory for robots ..." p. 98). The writers then focus on each medium's unique characteristics, followed by an in-depth exploration of advantages and disadvantages from a nonbook manager's point of view.

The next major section covers selection: special criteria, evaluative review sources, and nonevaluative sources. One special criterion perhaps unique to realia is careful instruction in handling and care, particularly in the case of live plants and animals ("Tetanus inoculations for the human side of the encounter are a recommended precautionary measure ! " p. 305). The lists of evaluative and nonevaluative selection sources are principally divided among periodicals (complete bibliographic information is given in the "Bibliography of evaluative and nonevaluative periodicals cited" at the end of the volume), books and indexes. In some media--such as models and realia--additional lists offer producers and suppliers and further break them down by subject specialty (e.g., weather models, globes and relief maps). Addresses are also provided as are local sources capable of supplying materials.

The third section examines issues concerning maintenance and management such as: storage and care, management problems and solutions, and other concerns. Storage and care covers such issues as display, preservation, repair, and preparation of media for use (binding, labeling, instructions for use.) Management problems and solutions address the problems of organization and arrangement, cataloging, staffing, circulation, security, collection development, users and budgeting. With regard to cataloging, the general consensus is that all nonbook media should be cataloged. "There is little doubt that films should be cataloged, but how to do it is still open to question, for there are many useful systems ..." " ... AACR2 cataloging doesn't always concern film managers, though it is practiced whenever personnel and institutional needs permit," p. 56. Another contributor noted: "Theoretically, if unlimited funding were available, every map and atlas in the collection would be officially cataloged by a system such as the Library of Congress MARC format," p. 137. As for holograms, "Cataloging standards and procedures are still being formulated." Each chapter concludes with a bibliography of additional resources.

This volume provides practical suggestions for nonbook managers coping with the challenges and headaches of selection, acquisition, and management of nonbook collections. Catalogers may also benefit by having a handy guide to materials they are cataloging. While not claiming to be a comprehensive work on all aspects of nonbook media, this volume provides excellent bibliographies to aid those desiring further study. *Nonbook Media* is definitely a useful addition to any librarian's reading list or reference shelf.

Submitted by
Sharon G. Almquist
North Texas State U.

QUESTIONS AND ANSWERS

Edited by,
Verna Urbanski

The following questions and answers conclude the transcription of the Q&A session at the end of the OLAC Business meeting at ALA in San Francisco. Panel members include: Ed Glazier (RLG), Glenn Patton (OCLC), Dick Thaxter (LC), and Sheila Intner (Simmons College). Verna Urbanski (U of North Florida) moderated.

QUESTION: My public Library is starting a collection of feature films on videocassettes, and we are planning to classify them as "fiction," as we would print fiction. We are a Dewey library. Can you comment on how best to classify items like this?

ANSWER: A subcommittee of the Subject Analysis Committee is looking at these concerns right now. They are talking about everything from genres, like westerns, to enhanced access to fiction, drama, poetry, etc. LC records for AV will quite often place them in a subject area, when they are really fiction. The typical movie-of-the-week on a hot topic like child snatching will often be classified by LC at the problem, rather than as fiction. You have pinpointed a huge problem that a lot of libraries are trying to cope with.
--- Thaxter

With classification you run into a number of administrative policy decisions, and one of the guidelines which is most useful as far as retrieval is concerned is to treat the AV version just as you would the print version. If the print version of *Mutiny on the Bounty* is fiction, then the AV version should be as well. If the print version of *They Stole My Child*, based on a kidnapping, is classified in the number for kidnapping, then the video of that story, which is based on the same intellectual entity, should be classed in the same place. Using 791.43 for all your fiction films is really not very useful for retrieval. Then you begin to retrieve them based on the cutter number, and that is even less useful. I am not talking about documentaries here or totally nonfiction works. They should be in the appropriate Dewey number according to the subject content. That is going to be the recommendation of the SAC committee on subject headings for fiction, and I assume they are not going to depart from that for classification.
--- Intner

Part of it depends on how you deal with your classification efforts. In many cases, "fiction" is a location device rather than a classification. If you are not keeping your

videotapes in the same place as your book collection of fiction, people are likely to see the "fiction" designation and go off to where you keep your books.

--- Glazier

In CC classification this is a real problem because the LC scheme is basically a period scheme broken down by authors. For videorecordings of fictional things, they are very seldom, if ever, entered under an author. I am not sure that LC classification is the best way to arrange fictional films, as it is for literature.

--- Member of Audience

With input from Paul Weiss, LC 's Subject Cataloging Division, I wrote an article that appeared in the OLAC Newsletter (v.4, no.4) a couple of years ago on the classifying of fiction films. There are about five categories that LC uses. What I thought I saw then doing was a little different from what they intended to do. I have since written a local application of LC's guidelines and am following that. LC needs to be concerned about categories of materials, such as adult cartoons, that are usually not an issue in the academic setting. You can write to Cathy Leonardi (address on p. 2 of cover of the newsletter) for a xerox if your issues of the newsletter don't go back that far. The article is not instantly clear, but you can figure out what they are doing if you study the article for a little while.

--- Urbanski

LC offers more than one number; Dewey only offers one. So if you are willing to keep your classification in LC numbers, you can do quite well.

--- Intner

QUESTION: I'd like to ask about using genre form headings for videorecordings. I am seeing records on OCLC in which catalogers have used LC subject headings like genre headings. The two that come immediately to mind are "Documentary films" and "Concerts." It certainly seems logical for people to want to have a form heading, but I wondered if people should feel free to use a subject heading as a Form heading even if LC has not done so.

ANSWER: For films, LC has used form headings since we have been in MARC. When they have nothing else to stick on it, the subject catalogers add form headings. Basically, the principle is that every film gets a subject heading. The form heading is a weak approach to real genre access. You should look forward to the use of the 655 and the genre list that will be published later this summer (1987) by Cataloging Distribution Service that the archival community has come to an agreement on. It is a more extensive list than the form subheading.

--- Thaxter

QUESTION: Is that the sort of thing that non-archival libraries are going to want to use?

ANSWER: If you are a public library where patrons want that sort of access, yes, I would say so.

--- Thaxter

It also depends on the size of your collection. If you have a growing collection that, is getting beyond half a dozen types of films, you are going to want to apply these genre headings. If you have 100 videos under one heading, it is not very useful. The problem with using LC subject headings as form headings is that you are describing what something is rather than what it is about. If you are going to do that you need to make it a CONSCIOUS administrative decision to mix this application. The usual treatment is to save the form heading for a subdivision, such as "Kidnapping--Feature film." People are applying the subject heading as a form heading for films and videos just because they do not have as many of them as books. They would never apply form headings to books this way. In sense, you need to be thinking about the needs of the future.

--- Intner

In RLIN you are authorized to use the 655 and apply the accepted standard lists of genre headings, and we do index this field as a genre index which is separate from the subject index.

--- Glazier

In WLN we can search by subject, and there is a concerted effort to locate and eliminate this usage. No one wants to see a subject heading "Documentary films," unless the item is ABOUT documentary films. You can have so many incorrectly used subject headings that it really messes up the indexes if people start applying them incorrectly.

--- Member of audience

Something definitely needs to be done regarding videos of rock concerts. There are increasing numbers of records online for which people are using the LC subject heading "Concerts" as a genre heading for rock concerts. This either needs to have the blessing of LC or else the use of the term needs to be handled in another approved way.

--- Member of audience

QUESTION: Could you again address the issue of a kit made up of only one type of material? Is it proper to call it a kit?

ANSWER: Yes. Take a look at 1.1C1 where the gmd lists appear. There is a footnote at the bottom of the page that discusses how to apply some of the gmds. This authorizes the use of "kit" for one-media groups, sometimes called "lab kits." This application is interpreted rather broadly by catalogers so that one-media collections can be called "kits" when no single item within the grouping is clearly accompanied by the others.

--- Urbanski, Thaxter

QUESTION: The last set of updating sheets for the OCLC Visual Materials Format has a statement in 5.2 of the introduction--" If your library does not have access to copy cataloging prepared elsewhere, supply original cataloging. Current original cataloging

must comply with *Anglo-American Cataloguing Rules*, 2nd ed. and with the Library of Congress and National Library of Medicine application of AACR2. *Archival Moving Image Material: A Cataloging Manual* is an approved cataloging authority for motion pictures and television materials. *Graphic Materials: Rules for Describing Original Items and Historical Collections* is an approved cataloging authority for graphic materials." Does that really mean what it says? There are things in *Graphic Materials* which would cause you to catalog items differently than if following AACR2. Or, does it apply only if you are cataloging original or historical collections?

ANSWER: It means the latter. The intention is to give users permission to use those two manuals when they are cataloging materials to which those two manuals apply. The manuals themselves are, in my view, self-defining, so if you are not cataloging original, historical graphic materials, you wouldn't be using that manual.
--- Patton

If you are using *Graphic Materials* properly, you will be acknowledging that use in the 040 field \$e with the appropriate code.
--- Thaxter

QUESTION: When we have the new consolidated "revision" of AACR2, will the code for DESC be changed from "a" to a new code, since there are things in the new "revision" which are quite different?

ANSWER: No, the code will remain "a." Records created using revised Chapter 9 are coded DESC: "a" even though they are very different from those created using the original Chapter 9.
--- Patton

ONLINE AUDIOVISUAL CATALOGERS 1988 Annual Election

Below are listed candidates for the OLAC offices of Vice-Chair/ Chair-Elect and Secretary. Please vote for one (1) candidate only for each office and return your ballot by June 1, 1988 to the address given below. Ballots with votes marked for more than one candidate for the same office will be considered void! Thanks!

For VICE-CHAIR/ CHAIR-ELECT:

_____ Verna Urbanski

For SECRETARY:

_____ Shelly Edwards

_____ Susie Koch Gegenhuber

Return ballots **by June 1, 1988** to:
Katha D. Massey
Cataloging Department
University of Georgia Libraries
Athens, GA 30602

MEMBERSHIP APPLICATION FORM

Membership in Online Audiovisual Catalogers is available for single or multiple years. The membership year is from January 1 through December 31. Membership includes a subscription to *OLAC Newsletter*. Membership rates are:

single year - US - \$7.00 personal ; \$13.00 institutional
 Non-US - \$9.00 personal ; \$15.00 institutional

two year - US - \$13.00 personal ; \$25.00 institutional
 Non-US - \$17.00 personal ; \$29.00 institutional

three year - US - \$18.00 personal ; \$36.00 institutional
 Non-US - \$24.00 personal ; \$42.00 institutional

Payment in US funds only, please. Make check payable to ONLINE AUDIOVISUAL CATALOGERS and mail to:

Catherine Leonardi
OLAC Treasurer
3604 Suffolk
Durham, NC 27707

**

TO APPLY FOR MEMBERSHIP IN OLAC OR
TO RENEW YOUR MEMBERSHIP XEROX THE FORM BELOW AND
SEND IT TO THE OLAC TREASURER

**

Circle the correct information:

I wish to (renew my membership in // join) OLAC

I am enclosing : \$7 \$9 \$13 \$15 for 1988
 \$13 \$17 \$25 \$29 for 1988/1989
 \$18 \$24 \$36 \$42 for 1988/1989/1990

CHECK HERE IF YOU **DO NOT** WANT YOUR NAME ON A MAILING LIST
WHICH IS SOLD TO AV RELATED ORGANIZATIONS ____

NAME:
ADDRESS:

CHECK ONE:
____ PERSONAL
____ INSTITUTIONAL

The *OLAC NEWSLETTER*

is a quarterly publication of Online Audiovisual Cataloger, Inc. appearing in March, June,
September, and December.

Missing issues must be claimed no later than three months after the month of issue.
Claiming deadlines are: June 30 (March issue); September 30 (June issue); December 31
(September issue); and March 31 (December issue.)

ISSN: 0739-1153

***OLAC Newsletter* EDITORIAL STAFF**

EDITOR-IN-CHIEF
ISSUES, SUBSCRIPTIONS

Leonardi
Grace Agnew
1903 Edinburgh Terrace
Atlanta, GA 30307

EDITOR

NEWS AND ARTICLES EDITOR

CLAIMS, BACK

Catherine
OLAC Treasurer
3604 Suffolk
Durham, NC 27707

CONFERENCE REPORTS

Ferguson
Library
North
70821

Barbara L. DeCoster
Library Media Center
Bellvue Community College
300 Landerholm Circle S.E.
Bellvue, WA 98007

Anna S. (Bobby)
Louisiana State
760 Riverside
Baton Rouge, LA

EDITOR

BOOK REVIEW EDITOR

QUESTIONS & ANSWERS

Carpenter Library
North Florida
7605

Anne A. Salter
Atlanta Historical Society
3101 Andrews Dr.
Atlanta, GA 30305

Verna Urbanski
Thomas G.
University of
P.O. Box 17605
Jacksonville, FL 32245-

Materials for publication in the *OLAC Newsletter* should be sent to the appropriate editor. Persons wishing to review books are invited to write to Anne Salter indicating their special areas of interest and qualifications. For AV cataloging questions, contact Verna Urbanski. Articles should be typed, double spaced, and consistent in length and style with other items published in the *Newsletter*. For membership renewal and change of address contact:

Catherine Leonardi
OLAC Treasurer
3604 Suffolk
Durham, NC 27707

**Permission is granted to copy and disseminate information contained herein,
provided the source is acknowledged.**

Last modified: December 1997