

TO: Betty  
FROM: Mary Jane  
RE: Report from the Serials Cataloging Team 2000/2001 (July-Mar.)  
DATE: Apr. 2nd, 2001

#### Statistics for new materials

2321 vols. received (2052 for July/Mar. 1999/00)  
2107 vols. cataloged by Serials Cataloging Team (2326 for July/Mar. 1999/00)  
195 vols. cataloged by non Serials Cataloging Team members (141 for July/Mar. 1999/00)  
72 new periodicals and US government document serials cataloged but not classified (not counted in received or cataloged count above) (59 for July/Mar. 1999/00)  
62 North Carolina government document serials cataloged (not counted in received or cataloged count above) (195 for July/Mar. 1999/00)  
3008 bindery adds (2957 for July/Mar. 1999/00)

21 CD ROMS cataloged (25 for July/Mar 1999/00)  
20 item records added to paper titles indicating that part of the serial was available on CD ROM (22 for July/Mar 1999/00)  
800WEB sites cataloged, done by both MJC and CZ (includes both purchased, free and full text journals offered by aggregators, also includes records cataloged on CORC) (255 for July/Mar 1999/00)

This has been another year of change for the Serials Cataloging Team. That is not unusual, but the type of change was. After almost nine years of stable staff in place, the LTA on our team, Cindy Zaruba, decided to try her hand at another type of cataloging. She made a lateral move to the LTA position on the Special Collections Team. Cindy had been on the team for about 10 years and had seen a lot of changes in the LTA serials cataloging position. Cindy was a valuable member of the team and made so many wonderful contributions. The good news is that she only moved to another part of the room and is gracious in answering our questions.

The Serials Cataloging Team was very fortunate to be able to hire Sue Brusnahan as our new LTA. She has an extensive background in serials having worked 11 years in the Serials Unit of Acquisitions. She is familiar with DRA and ACCESS, has a curiosity about new technology and a service outlook. During the time between Cindy Z's departure from the LTA job and Sue's starting in the job and during the time of transition, Edward has admirably helped out where necessary to keep the flow of serials moving efficiently through the section.

A major part of my time and Cindy Z's time was spent this year on adding titles not owned by the library but have access through aggregator databases or through licenses with publishers. We also had a student assistant working much of the summer to add URLs and notes to titles we have to indicate they are available to users via the Web. We continue to appreciate the ACCESS database that lists all the full text journals UNCG has available to its users. Our student assistant, the LTA and I spend a considerable amount of time adding URL's to various titles. This year also saw some major changes in titles covered so that many of the titles we had

cataloged no longer were covered by a particular aggregator. These titles needed to be deleted from our catalog or if we owned or had access to the title, we needed to delete the URL and notes referring to the particular aggregator. Currently the E Journal database has 13,736 titles, 8300 of which are unique titles. We have added to our catalog or added a note to an existing title for 7,000 of these.

Although the move of materials to the remote storage site took place in May 1999, the need for clean up of holdings information continues. The speed at which temporary staff had to identify and process materials meant that complex serial titles and/or holdings did not always get completely changed. As a result of our migrating from LS2000 to DRA several years ago and the inability of DRA to accommodate complex holdings information until MFHL was implemented, many of our item records have such brief entries that it is almost impossible to tell what the holdings are unless the actual volumes are consulted. For materials in remote storage these brief holdings are especially unacceptable. Cindy Z., Edward and sometimes our student assistants have spent much time this year adding or correcting summary holdings especially for materials in remote storage, they have also been cleaning up item records where holdings are so short summary holdings are not needed. The team as a whole continues to be alert to needs of our patrons as we constantly try to upgrade the display of our holdings to the public. We cleaned up over 700 titles as a result of this project.

In last year's report I talked about the CORC project which at that time was in the Founder's Phase and was in testing. In July 2000 OCLC's CORC project went live, and regular OCLC search and export charges were incurred. After having several people involved in the project, the scope narrowed and only April Wreath and myself worked on the project. We continue to edit and add new Web sites using the CORC database and exporting to our OPAC. We added 67 web sites as a result of the CORC project, 21 of these were original inputs.

The responsibilities of overseeing the barcoding, targetting and MFHLing of unbound periodical issues was transferred to the Serials Unit making for a more efficient workflow. The Serials Cataloging Team still provides backup when the Serials Unit has received an extremely large amount of periodical issue or there is not enough staff available in the Serials Unit.

This year has been marked by numerous meetings and other duties in addition to my usual cataloging duties. Much of the time away from my desk was during before and after Cindy Z. moved to her new job meaning that it was hard to find quality time to train Sue.

Although Sue just started the LTA position in early Feb. I am convinced that once again the Serials Cataloging Unit will make great strides in providing the easiest as possible holdings information to our serial titles whether the holdings be virtual or real. We continue to catalog and cleanup on many fronts. At first the sheer number of titles, items or summary holdings seems overwhelming but as we work on these various projects bit by bit we make progress. I am confident with our newly reconfigured team we will continue to provide high quality records that will be helpful to the entire library community.