Faculty Presentations

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# Relax, Don't [be] Anxious: RDA at the Ball State University Libraries (Muncie, IN)

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Recommended Citation

# Relax, Don't [be] Anxious

RDA at the Ball State
University Libraries (Muncie, IN)
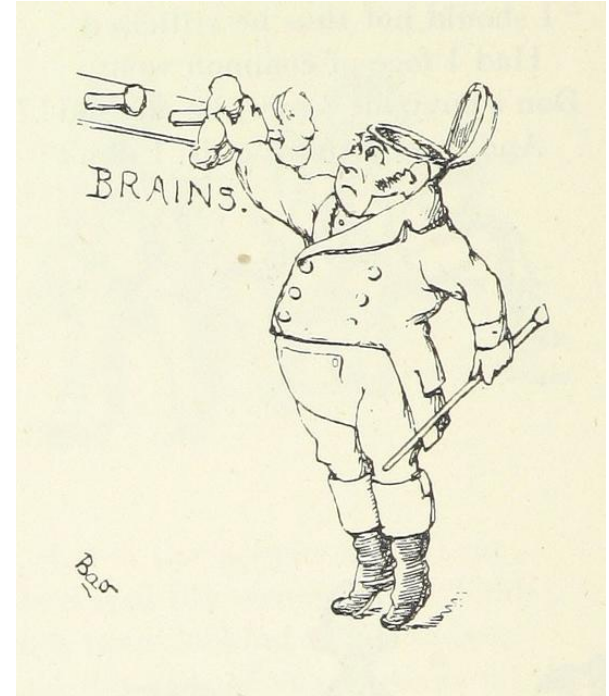
Jeremy Barney (Hope College)

# Background

- Cataloging and Metadata Services (CAMS) Department (14 people)
  - "Traditional" cataloging, Authority/Bibliographic Control, Serials/Databases
  - Separate metadata department for digital collections
  - Head of Department, 4 Librarians, Technical Cataloging Assistants (TCAs)
    - Music cataloging librarian + 1 TCA
    - Serials cataloging librarian + 1 TCA
    - Monographs cataloging librarian + 3 TCAs
    - Authority/Bibliographic control librarian + 2 TCAs + other staff

# Background, cont.

- Multimedia and Digital Cataloging Librarian (Me!)

  - Original cataloging of print books, ebooks, video recordings, cartographic

    materials, 2D/3D items, etc.

  - Supervisor of 3 full-time copy catalogers (TCAs)

    - Books + Other format-specific responsibilities
      - Sound recordings (music/audiobooks)
      - Video recordings
      - Maps

- Library Information Technology Services (LITS)

  - ILS (SirsiDynix Symphony), OPAC, Intota, Summon

# Librarian RDA Training

- Local Implementation Planning (2012/2013)
- Group Training (2013)
  - Library of Congress RDA Training Materials
    - Webinars
    - Exercises and Quizzes
  - RDA Toolkit
- Individual Training (format specific)
  - Webinars
  - Books
  - Best practices
  - Listservs
  - Conferences (OLC, OLAC, etc.)
- Follow-up Meetings



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**Related Resources**

- Program for Cooperative Cataloging (PCC)
- Cataloging & Acquisitions
- Librarians, Archivists

## Library of Congress (LC) RDA Training Materials

Library of Congress RDA Training Plans:

Classroom Training Plan (September 2012) [Word : 117 KB]
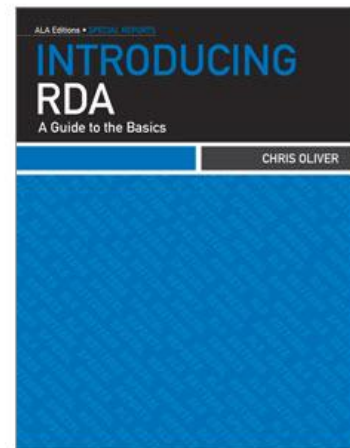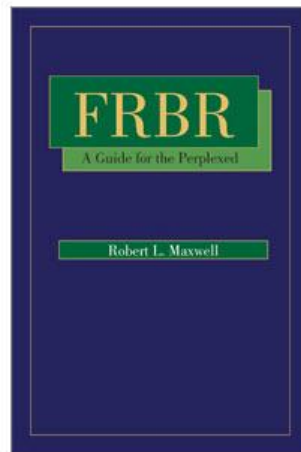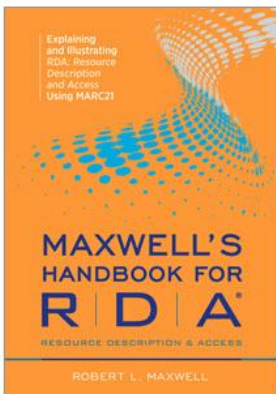
Online Training Plan (November 2012) [Word : 158 KB]

The tables listed below contain the Library of Congress *Resource Description & Access* (RDA) training materials used for internal training beginning in June 2012. As RDA changes, the materials will be updated to reflect the latest versions.

Get ADOBE READER

Download the Adobe Acrobat Reader to view PDF documents.

Back to RDA Training Materials

| Title | Slides, Manuals, Exercises |
|---|---|
| **FRBR Fundamental Concepts** | Recorded Webinar (Aug. 28, 2012) [MP4 : 63 MB] |
| | Slides (Sept. 2012) [PPT : 1.34 MB] |

FRBR
A Guide for the Perplexed

Robert L. Maxwell

ALA Editions • SPECIAL REPORTS

INTRODUCING RDA
A Guide to the Basics

CHRIS OLIVER

Explaining and Illustrating RDA: Resource Description and Access Using MARC21

**MAXWELL'S HANDBOOK FOR RDA**

RESOURCE DESCRIPTION & ACCESS

ROBERT L. MAXWELL

R|D|A TOOLKIT
RESOURCE DESCRIPTION & ACCESS

ALA   ALA Websites

**ALCTS**
Association for Library Collections & Technical Services
A DIVISION OF THE AMERICAN LIBRARY ASSOCIATION

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## Webinars

**Upcoming Sessions**

| Event Date | Topic | Presented By |
|---|---|---|
| November 16 | Linked Data Cataloging Workflows | Xiaoli Li |
| November 30 | Budget Transparency in Collection Development | Mary Gilbert and Deborah A. Nolan |
| December 7 | Research Data Management Best Practices and REDCap | Paul A. Harris, Ph.D. |

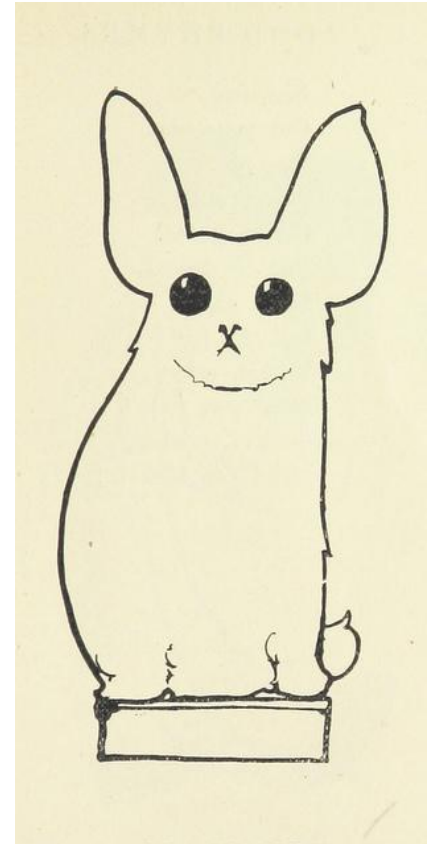# Best Practices for Cataloging DVD-Video and Blu-ray Discs

**Using RDA and MARC21**

**Version 1.0**
**January 2015**

# Local RDA Procedures

- General procedures
  - FRBR (Group 1, 2, 3 entities, especially WEMI)
  - RDA (FISO, toolkit sections, relationships, abbreviations, rule of three)
  - MARC changes (264, 3XX, etc.)
- Format-specific procedures
  - Incorporate best practices, RDA instructions, LC-PCC PSs
  - Draft/Review/Update
  - Librarian and staff input
- Cloud-based file storage and access (Box.com)
  - PDF/Word Documents

**BALL STATE UNIVERSITY.**

University Libraries
Cataloging and Metadata Services Unit

# Copy Cataloging
# Map Cataloging
## Local Procedures

C. Jeremy Barney

Multimedia & Digital Cataloging Librarian

Cecilia Bond

(October 2011)

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**BALL STATE UNIVERSITY.**

University Libraries
Cataloging and Metadata Services Unit

# Copy Cataloging Books (RDA)
## Local Procedures

C. Jeremy Barney

Multimedia & Digital Cataloging Librarian

Includes previous local procedure documentation

by

Cecilia Bond and Jill Shannon

**ADDITIONAL CHANGES MAY BE NECESSARY AS BEST PRACTICES FOR RDA CONTINUE TO DEVE**

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**BALL STATE UNIVERSITY.**

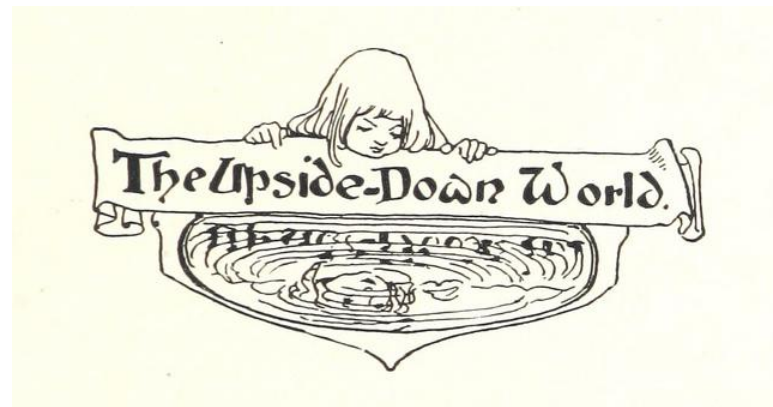University Libraries
Cataloging and Metadata Services Unit

# Video Recording Copy Cataloging (RDA)
## Local Procedures

C. Jeremy Barney

Multimedia & Digital Cataloging Librarian

(Includes significant content from previous local procedure documentation by Kelley McGrath)

Last Modified: 8/20/2015

# Training Copy Catalogers


The Upside-Down World.

- Staggered Training Sessions (2013-2015)
  - Presentations
  - Exercises
- Overall sessions (FRBR and RDA) + Books (MARC)
- Format specific training (MARC)
  - Cartographic materials
    - Renewed cataloging after 10-year hiatus
    - New format for me to learn and teach
  - Video recordings
  - Sound recordings / Serials - training handled by other librarians
- Individual Meetings

# Evaluation and Updates

- Copy Cataloger Evaluation
  - Backlog of materials with RDA copy for practice
  - Checking individual cataloging and providing feedback
  - Rates of cataloging adjustments
- RDA Updates
  - Listservs
  - Toolkit releases
  - Librarian follow-up meetings
  - One-on-one meetings with individual librarians
  - Group meetings and communications with copy catalogers
  - Creating new documentation jointly (e.g. accompanying materials)

# Challenges

- Fear of change and lack of confidence
- Staff attitudes, learning styles, communication, and skills (Different paces of learning)
- Librarians learning together vs. Individually
- Librarians training staff together vs. Individually
  - Mixed messages from librarians
- Waiting for best practices development and publication
  - OLAC's video recordings
  - *RDA and Cartographic Materials*
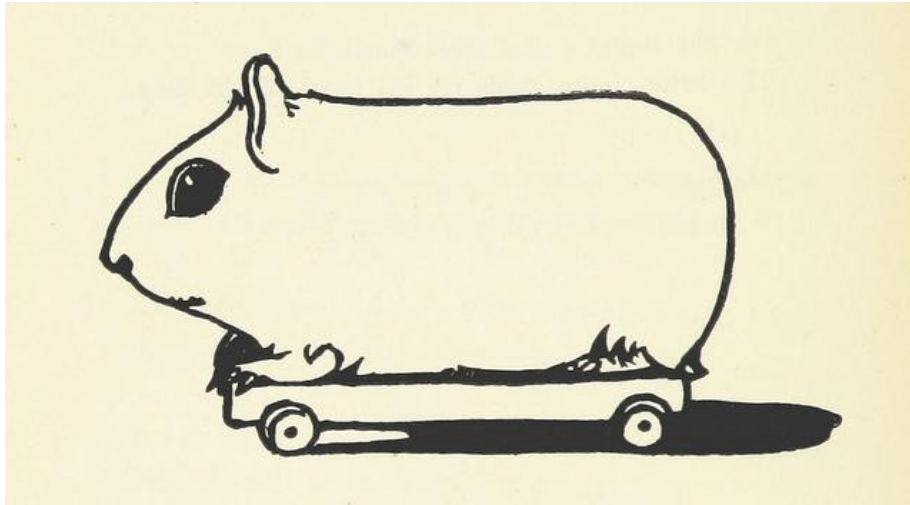- Cartographic Materials

# Challenges, cont.



- How to teach RDA to copy catalogers?
  - MARC-independent or with MARC
  - Groups or Individually
- What to teach copy catalogers?
  - Why RDA?
  - FRBR/FRAD, Group 1, 2, 3 entities
  - RDA Toolkit
  - RDA Books and Best Practices
  - Relationship designators
  - BIBFRAME
- How to construct local procedures?
  - RDA instructions or MARC fields?
  - Format specific?

# Challenges, cont.



- Upgrade records? Hybrid records?
- Structured or unstructured notes
- Local authority file and RDA local authority records
- Frequent updates and changes to RDA Toolkit
- Working with LITS
  - Changes to ILS (staff side)
  - Changes to OPAC
  - Summon mapping
- Time!

# Thank you!



Images from The British Library's Flickr public domain images.

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http://www.flickr.com/photos/britishlibrary/tags/childrensbookillustration

Album: *Comic Art, found by the community from the Mechanical Curator Collection.*
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