

TECHNICALLY SPEAKING



November 2012

No. 26



Records Added to the Catalog since May 1, 2012

Items: 8,009

Orders: 2,737

Bib Records: 2,501

Serials Solutions Records:

45,962

Acquisitions Report

May and June were challenging for Acquisitions as 767 orders were placed to close out the remaining unallocated funds for fy12. Luckily, most of these orders shipped quickly and were received before Samantha left Acquisitions and took on her new professional responsibilities.

We split up some of Sam's tasks between several people (and a few tasks were left until our new employee came on board). Jenifer, with assistance from our student Keith, helped by receiving the new curriculum materials collection in September; Jeanne helped by doing loose-leaf check-in for the reference area; Elizabeth helped with the bi-annual curriculum materials textbook give-away and sale in October; Elizabeth and

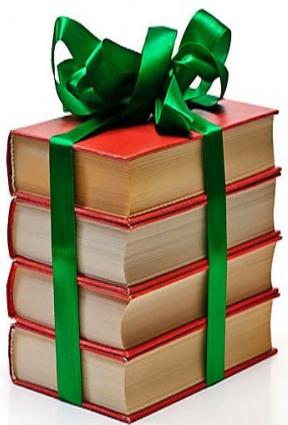
Harriett kept up with the daily mail; and Harriett did both ordering and receiving during the gap.

Acquisitions prepared and inserted about 300 bookplates in children's books that were donated to the Cappi Wadley Reading Center. Most of these books had been retired from either the textbook give-away or the children's collection that was relocated from the Muskogee Library. The titles had been selected by the staff from the Cappi Wadley Center.

Kiley Ging joined us on October 15th and is rapidly learning Acquisitions routines and Government Publications check-in. If you haven't met Kiley (gingk@nsuok.edu) come by and say hello.

Ordering is beginning to pick up as the December goal of 50% encumbered is a month away.

Continued...



Acquisitions Report continued

The EBSCO renewal invoice for the majority of our print periodical subscriptions has been received (141 pages) and we will be posting it as soon as we check it over. Many of our electronic subscriptions have already been paid with others still to come as we move closer to January.

We have just finished another successful Scholastic book fair thanks to all of the efforts of many employees of the library and our patrons. We selected 134 books to add to the JVL collection representing \$1,159.38 in value.

Cataloging Report



The Cataloging Dept. has had a busy summer and fall 2012. We continue working on the Special Collections Project, which we began in the summer of 2011. One team is still working on vertical files and expects to have them done by January 2013. Two other teams are working on maps. To date the total number of items barcoded as part of this project is 5,901. Included in that number are 3,321 vertical files, 107 posters or laminated newspaper pages and 75 maps.

In addition to our project work we have kept busy with our regular work of cataloging books, curriculum materials, Y Collection books, AV materials, scores, government documents, etc., for all three campuses. So far we have cataloged 85 rush items, 8 of which required original cataloging.

These rush items have a mix of print vs. AV close to 50-50 – 44 print items and 41 DVDs. Harriett and Jackie have done quite a bit of original cataloging so far this year – to date, 54 titles for JVL and 2 titles for Broken Arrow. A recent search in OCLC shows that over the years we have contributed 5,790 original records to the OCLC World-Cat database for OKN (Tahlequah campus) and 257 for N@U (Broken Arrow).

We have also been busy learning the new cataloging rules that will be implemented in March 2013 – RDA (Resource Description and Access). Most of us have attended webinars on RDA, and Harriett, Jackie, Jeanne, Lou Ann and Jenifer traveled to Stillwater for a workshop. We will soon be establishing local procedures and policies. To date we have 119 RDA records in our catalog. Here are a few examples, if you're interested in seeing how they differ from the current cataloging rules, AACR2: The Cambridge companion to Ted Hughes (book); Coastal Zone Information Center collection (federal document electronic resource); BERETTA M9 PISTOL (book); and Missrepresentation (DVD – there are two records for this, one RDA and one AACR2). As you will see, the major differences are in the description and in capitalization in the title field and contents field. Those last two examples are also examples of some of the local decisions we will need to make – capitalization and continued use of the general material designator “videorecording.”

Example 1

Rec stat	c	Entered 20101207	Replaced 20101227
Type a	ELvl l	Srcce d	Audn Ctrl Lang eng
BLvl m	Form	Conf 0	Biog MRec Ctry cou
	Cont	GPub	LitF 0 Indx 0
Desc i	Ills	Fest 0	DtSt t Dates 2001 , 2001
040	__#b eng #c __#e rda	← This is an RDA record!	
020	0964005648 (spiral bound)	← Unchanged	
020	9780964005648 (spiral bound)	← Unchanged	
082 0 4	641.662 #2 22		
100 1	Hawkins, Shirley #q (Shirley J.), #e author.	← Relationship designator	
245 1 0	Low-salt recipes for very low-fat beef : #b there is a healthy choice / #c by Shirley & Al Hawkins.		
246 1	#i Corrected title: #a Low-salt recipes for very low-fat beef	← Typo on title page corrected in 246	
264 1	Castle Rock, Colorado : #b Arrowhead Publishing, #c [2001]	← New field, instead of 260	
264 4	#c ©2001	← Copyright date in separate 264 field	
300	163 pages : #c 23 cm.	← "pages" not abbreviated	
336	text #2 rdacontent		
337	unmediated #2 rdamedia	← No GMD in 245; new fields used instead	
338	volume #2 rdacarrier		
505 0	Marinades and sauces -- Other sauces -- Heavenly hamburgers -- Great ground beef -- Royal roasts -- Culinary cubed steaks -- Savory steaks -- Creative casseroles -- Stupendous stews -- Miscellaneous recipes -- Soup bones -- Quickie meals from soup bone/broth/meat -- Other great soups -- Succulent [succulent] salads -- Beef jerky -- Luscious leftovers.		
650 0	Cooking (Beef)		
650 0	Salt-free diet #v Recipes.	← Unchanged	
700 1	Hawkins, Al, #e author.		

Author Thompson, Leroy, 1944-
 Title THE BERETTA M9 PISTOL / LEROY THOMPSON.
 Publication Info. Botley, Oxford : Osprey, 2011.

Citation [Click This \(from OCLC\)](#)

1 copy being processed for Main Collection-3D FLOOR.

Description	80 pages : illustrations ; 25 cm. text rdacontent unmediated rdamedia volume rdacarrier
Series	WEAPON ; 11
Bibliography	Includes bibliographical references (page 79) and index.
Subject	Beretta M9 pistol. United States -- Armed Forces -- Firearms.

Collection Maintenance Report

Collection Maintenance has remained very busy with relocations, withdrawing materials, and checking in or adding additional materials.

Since May, Jenifer relocated 129 titles, 101 of those titles were from the Muskogee Y Collection relocated to JVL's Y Collection. Jenifer added 360 monograph copies and volumes, this includes all campuses, locations and formats. 126 of those added volumes were a War of the Rebellion set that was withdrawn from Broken Arrow's collection and added to JVL's Special Collection. Periodically, Linda and Jenifer weed the Curriculum Materials Collection to keep them in line with the current state adopted textbooks. The latest weeding resulted in Jenifer withdrawing 316 Curriculum Materials titles, 353 volumes, 7 copies, 2 VHS volumes, 57 cassette volumes, 24 audio CD volumes, 57 CD-ROM volumes, 10 diskette volumes, and 4 map volumes. 175 of those titles were readers that were donated to the Cappi Wadley Reading Center and all others were included in the bi-annual textbook giveaway.

Jeanne welcomed and trained a new check-in/processing student, Morgan Hitchcock. We are sharing Morgan with processing. We had check-in help this summer, with Ashley Pallet working to check-in periodicals. A group of us traveled to Broken Arrow in August and did limited retention inventory for the first time in 2 years, which helped them to gain needed space on their shelves.

Broken Arrow Library has also been withdrawing a lot of older materials the last few months, those are being offered to our JVL librarians for adding to JVL collections. They are accepting a few books for our collection.

Some of the BA added copies are in better shape than those in our collection, so we have been doing some switch outs with some of the books. The BA books not accepted for our collection are in turn put into our Book Sale area on first floor and those that do not sell are sorted for shipping to Better World Books. We receive quarterly checks from Better World Books when our items sell.

The Teacher Giveaway of older Curriculum Materials which happens every two years was a great success this year. Elizabeth helped coordinate the event this year with staffing help from everyone in Technical Services. We had 16 area schools that came and took materials. Twenty six teachers came to view materials. Some schools were very glad to receive teaching materials as their budgets had been drastically cut. The next week, we opened the event to faculty, homeschoolers and private schools with each item on sale for 50 cents. This year we sold \$238. of older curriculum materials, meaning over 400 items were taken rather than going to recycle.

We have been working on withdrawing mostly science materials from librarian weeding on third floor. In the spring, we will be looking at withdrawing more journals from second floor and the recently weeded R's from third floor.

