Trends and Highlights:

1. The goals of the Cataloging Department are to provide access to newly acquired materials quickly, efficiently, and accurately; to improve access or to provide access for retrospective materials; to provide authority control for names, subjects, and series titles; and to physically process the materials. The department met these goals, especially in these significant areas:

- The Department provided InfoLinks access to many important electronic resources. Several units report that record production and record maintenance for electronic resources has increased:

  Mary Walker, OCLC Coordinator, ordered and loaded record sets for IEEE Xplore online conference proceedings and ACM online conference proceedings. Authority work must be completed to enhance the use of these records. Database Maintenance unit staff reported that 7,052 FTU (first time use) entries on InfoLinks headings reports were generated during the loading of the two electronic resource sets.

  Deb Kulczak used the MillCat global update function to update 4,276 bibliographic records and 2,148 item records to provide access to the correct proxy URL (supplied by Beth Juhl). Cheryl Conway also added the local series headings to these groups of records.

  Serials Cataloging unit staff continued to edit records to add electronic journal URLs and notes to print serial records or to provide cataloging for Internet only serial titles. Some significant groups processed included: Kluwer online journals, JSTOR online journals, MetaPress online journals, Institute of Physics online journals, and Ingenta Select online journals.

  Deb Kulczak and Kate Kluttz continued to assist Beth Juhl in the production of brief bibliographic records for the aggregator databases: EBSCO, ProQuest, Lexis/Nexis, Project Muse, Blackwell, ENGnetBASE Handbooks, and Wiley Interscience (13,477 records).

  Chao Lin and Kate Kluttz added URLs to 1500 University of Arkansas dissertations, available through the ProQuest Digital Dissertations & Current Research@ databases.

- To facilitate the processing of the increased number of new materials, Mary Walker, in cooperation with collection management and acquisitions staff, worked with OCLC PromptCat to export bibliographic and order records for Yankee approval plan books. She has also changed Innovative load tables to download record sets purchased from OCLC. The microfilm record set for Western Americana was recently ordered and loaded.

- Tape loads impact other cataloging functions. The Database Maintenance unit staff reported that 7,005 FTU headings appeared on the Headings list for the Western
American set. In order to expedite checkout of the microfilm, Kate Kluttz and Ghadir Zannoun are barcoding and creating item records for each reel.

The Database Maintenance unit also reported that 3,973 FTU entries were listed on the InfoLinks headings report for the CIS record load (a record set loaded by the Systems Department staff).

- The Department completed cataloging projects in order to provide access to gift collections or to previously uncataloged collections.

Trish Cody (primary copy cataloger), Mary Walker (supervisor), Julie Thacker (created union list records for serials) and Cheryl Conway (procedures and planning) cooperated to complete the cataloging of the Arkansas documents collection located in the Government Documents Department.

Trish Cody, Judy Culberson, Melissa Gatlin, Mikey King, and Janell Prater cooperated to complete cataloging of the Fayetteville Women’s Library collection (1,491 titles).

Judy Culberson, Mikey King and Cheryl Conway (serials cataloging) cooperated to complete the cataloging for the USAIN microfilmed titles.

Kate Kluttz and Chao Lin cataloged three microfiche collections: Afro American Rare Book collection, Stanford University Project South Oral History Collection, and Plantation Records series.

Projects in progress include:
David Malone collection, 470 titles completed, principally those titles selected for Special Collections.

Corporate annual reports, 100 titles completed.

Fred Isaac mystery literature collection, 995 titles completed.

Kenneth L. Brown collection, 245 titles, principally Arabic and Hebrew titles, completed by Kate Kluttz and Ghadir Zannoun.

For more details of the department's online project lists, click on Current Projects and 2002 Projects at: http://libinfo.uark.edu/cataloging/catnews.asp

- The cataloging department handled a significant number of new materials. Cataloging of new titles (all formats) increased by 46%.
New volumes added increased by 28.5%.
Due to these increases, recataloging of materials decreased 32%.
Processing of FTU (first-time-use) headings increased by 13%.

- Major library transfers and weeding projects were completed to create shelving space for the LRC materials moved into Mullins Library. Production increases in three areas related to this project.
- volumes transferred increased by 58%
- titles withdrawn increased by 22%
- volumes withdrawn increased by 65%

- Due to increased new materials processing, progress on barcoding/ item record cleanup and other retrospective projects was decreased with the exception of the microfiche projects completed in the Special Formats unit.

**Departmental Statistics**

**Totals** (including figures from Law Library and Binding)

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<tr>
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<tbody>
<tr>
<td>Titles cataloged in-house (all formats)</td>
<td>28,473</td>
<td>15,394</td>
</tr>
<tr>
<td>Volumes cataloged (all formats)</td>
<td>38,087</td>
<td>27,216</td>
</tr>
<tr>
<td>Titles recataloged (all formats)</td>
<td>5,512</td>
<td>8,102</td>
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<tr>
<td>Titles transferred (all formats)</td>
<td>451</td>
<td>550</td>
</tr>
<tr>
<td>Volumes transferred (all formats)</td>
<td>11,501</td>
<td>4,888</td>
</tr>
<tr>
<td>Titles withdrawn (all formats)</td>
<td>2,139</td>
<td>1,671</td>
</tr>
<tr>
<td>Volumes withdrawn (all formats)</td>
<td>6,697</td>
<td>2,370</td>
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</table>

Subsequent figures for Mullins Cataloging Department only.

<table>
<thead>
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<tbody>
<tr>
<td>Authority records exported/edited/deleted</td>
<td>24,985**</td>
<td>25,234</td>
</tr>
<tr>
<td>Headings established</td>
<td>1,243</td>
<td>1,355</td>
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<tr>
<td>Serials local data records created/updated</td>
<td>1,920</td>
<td>1,982</td>
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<tr>
<td>Bibliographic records updated</td>
<td>55,769</td>
<td>96,128</td>
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<tr>
<td>Bibliographic records deleted</td>
<td>15,153</td>
<td>9,116</td>
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<tr>
<td>Item records created</td>
<td>23,103</td>
<td>20,847</td>
</tr>
<tr>
<td>Item records updated</td>
<td>25,152</td>
<td>17,748</td>
</tr>
<tr>
<td>Item records deleted</td>
<td>7,995</td>
<td>6,200</td>
</tr>
</tbody>
</table>

*Statistics in titles and volumes cataloged reflect the increased number of new materials received in cataloging this FY. New titles added increased by 46% and new volumes added increased by 28.5%. Recataloging decreased by 32%.

** An additional 34,960 headings were edited using the MillCat global update function.
Personnel:

Acquisitions Department staff members Melissa Gatlin and Patty George assisted the Cataloging Department in the copy cataloging of books.

Personnel Accomplishments:

Reviews

Conway, Cheryl. Book reviews of:


Outside Presentations/Sessions Chaired


Library or Education Outreach / Performances /Creative Work

Kate Kluttz has participated in several performances with Anoush, the performing arm of the Fayetteville International Folk Dancers. She also attended workshops in St. Louis on Hungarian and Croatian folk dance.

Kate also volunteers with Animal Haven Rescue in Fayetteville.

Mikey King answered telephones in October and April for KUAF pledge drives.

Rachel Skoney participated in activities organized by the OMNI Center for Peace, Justice & Ecology in Fayetteville.

Department Participation in the Library Artists’ Show: Trish Cody, Misha Dyer, Kate Kluttz, Cathy Reineka, Rachel Skoney, and Julie Thacker.
Campus Committees / Activities / Positions Held

Cheryl Conway served as a member of the university committee, HPER Building Advisory Committee.

Mikey King served as a member of two university committees: Landscape and Grounds Committee and Artists and Concerts Committee.

Deb Kulczak served the following campus committees: Public Safety Council, Health and Occupational Safety Council, and Committee on Committees.

Mary Walker served as a member of the Landscape and Grounds Committee.

Outside Professional Committees / Positions Held

Mikey King continued to serve as chapter Secretary for the Guerdon Nichols Chapter, AAUP, University of Arkansas, Fayetteville.

Mikey King and Kate Kluttz served as volunteer reviewers on the review panel, “The Gustavus Myers Outstanding Book Awards” for the Gustavus Myers Center for the Study of Bigotry and Human Rights, beginning in Spring 2003.

Kate Kluttz served as the Chair of the Arkansas Library Association’s Resources and Technical Services Division.

Mary Walker served as the Vice Chair of the Arkansas Library Association’s Resources and Technical Services Division.

Library Committees

Cheryl Conway served as Chair of the Search Committee for Head, Reference Department and served as a member of the following library committees: Strategic Initiatives Cabinet, InfoLinks Review Committee, and PSICC 1-2, Evaluate Existing Library Programs. She joined the library Collection Management Group in May 2003.

Judy Culberson is a member of the Staff Concerns Committee.

Misha Dyer (Gardner) is a member of the library committees: Images Working Group (a subcommittee of the Web Development Committee) and Events Committee. She also served as Chair of the library Holiday Party Committee.

Mikey King served as Chair of the library Diversity Task Force and a member of the Library Reappointment Committee. She is also a member of the Copyright & Permissions Working Group (a subcommittee of the Web Development Committee).

Kate Kluttz served on the following library committees: OPAC Training Committee and Faculty Concerns Committee.
Deb Kulczak served on the following library committees: Co-Chair of PSICC 16/18, Employee Development Group, Chair of OPAC Training Committee, Library Post-Tenure Review Committee, Search Committee for Head of Systems, Committee of Subject Specialists, and Strategic Initiatives Cabinet.

Janell Prater served as a member of the library committee, PSICC 16/18, Employee Development Group.

Cathy Reineka served as a member of the library Diversity Task Force.

Julie Thacker served as the department’s coordinator for work-study employees and as a member of Student Staff Training Committee.

Mary Walker served as a member of the Web Development Group, PSICC 14/15. She chaired the Images Committee (a subcommittee of the Web Development Group) and served as a member of the ILLiad Implementation Task Force. Mary also served on the InfoLinks Review Committee and was a member of the Search Committee for Head, Reference Department.

Continuing Education


Deb Kulczak attended Advanced German II (GERM 4003), Spring 2003 semester.

Mary Walker attended an Innovative Load Table Workshop in October of 2002. She also completed the Amigos online workshop, “Metadata for Digitized Resources”, June 2003.

Library Presentations
