

The Cataloging Department's priority is to catalog newly acquired materials quickly, efficiently and accurately. All units attempt to maintain a "current" status; that is, new materials are cataloged within two to four weeks after receipt. In addition, the department continually works on various projects which consist of specific sets of materials, grants, or projects designed to add additional fields to records in InfoLinks or, in some cases, to correct fields in InfoLinks records. Contact Cheryl Conway if there are any questions about projects. email: [cconway@uark.edu](mailto:cconway@uark.edu) phone: 575-4812

#### CATALOGING PROJECTS - CURRENT - 2009

[# new project; + completed project]

Project name	Staff	Status
<b>CURRENT PROJECTS</b>	<b>STAFF</b>	<b>TO COMPLETE IN 2008</b>
#Mike Harvell popular music collection, approximately 5,000 CDs and LPs	Cathy Reineka, Judy Culberson, Rose Cody, Amy Hardin, Lora Lennertz Jetton, and Deb Kulczak	Project planned by L.Jetton and D.Kulczak. Rose and Judy will create temporary InfoLinks brief bib records when OCLC records are not available. Deb, Cathy, and Amy will provide full cataloging records. 26 full records and 660 brief bib records added as of September 24, 2008. 1521 records in InfoLinks, Jan. 2009.
#Jerry Russell Book Collection. A collection of rare Civil War books. Project initiated by Tim Nutt. Approximately 2,400 titles.	Mikey King, Judy Culberson, Janell Prater, Tim Nutt	Planning stage: Tim Nutt is searching titles and selecting books for cataloging. Cataloging began in August 2008. 353 titles completes as of September 24, 2008. 1,326 records in InfoLinks, Jan. 2009
<b>LONG TERM PROJECTS</b>	<b>STAFF</b>	<b>STATUS- IN PROCESS</b>
Spec Coll Dewey reclassification of monographs	Mikey King, Judy Culberson	400-900 completed as well as 300-379 completed. Remaining 000-299,380-399 <b>NO DEADLINE-CONTINUED FROM 1993</b> Updated status May 2008

<p><b>#Fletcher collection</b>  <b>Cataloging of approximately 2,000 titles in Special Coll</b></p>	<p><b>Mikey King, Judy Culberson</b></p>	<p><b>Began retrospective conversion of this John Gould Fletcher collection in September 2006. 1,417 titles completed as of June 2007. 1,446 completed as of Jan. 2008. 1,466 completed as of September 24, 2008. 1,508 completed as of 4/29/09. Problem titles remain.</b></p>
<p><b>#Reclassification of serials from Dewey Decimal to LC. Number of titles is unknown.</b></p>	<p><b>Angela Hand, Cheryl Conway, Andrea Cantrell, Tim Nutt, and Geoffery Stark.</b></p>	<p><b>Cheryl Conway will coordinate meetings and meeting agendas. Angela Hand will coordinate with Geoffery Stark when checking out materials for reclassification, with Erin in Binding. Angela will notify Cheryl when call numbers need to be assigned and when original cataloging is necessary. Angela has completed a form to track the progress of the reclassification of each title. SPEC COLL OV FLAT titles with current subscriptions have been reclassified. Begun June 2006: OV reclassifications completed. Serial subscriptions reclassifications completed June 2008. Project suspended September 2008.</b></p>
<p><b>Serial barcode cleanup-tens of thousands of volumes remain</b></p>	<p><b>Julie Thacker, Angela Hand, Cheryl Conway, Patty George, Kim Rolf</b></p>	<p><b>Titles completed: 8,959  Item records created: 50,468  As of December 2008  NO DEADLINE-CONTINUED FROM 2003</b></p>
<p><b>Analytics barcode cleanup - thousands to process</b></p>	<p><b>Rose Cody, Deb Kulczak</b></p>	<p><b>Titles completed: 18,927 as of December 2008.  CONTINUED FROM 2003</b></p>
<p><b>Microfilm barcode cleanup</b>  <b>This project is being done in cooperation with Lynaire Hartsell, Head of Periodicals Room. Problems are given to specific cataloging staff.</b></p>	<p><b>Lynaire Hartsell, Periodicals Room staff, Cheryl Conway (serials on microfilm), Deb Kulczak, Cathy Reineka, Mikey King (Arkansas titles on microfilm or maps on microfilm)  June 2006: Elaine Dong assumed responsibility for the project</b></p>	<p><b>ON HOLD -Lynaire has compiled a list of microfilm titles which circulate with some frequency. Cheryl and Lynaire completed procedures. Lynaire has worked on barcode cleanup since 2003. Deb Kulczak became part of this project and has trained Chao Lin and will train Trish Cody. Cathy Reineka will perform conversion by comparing item records to shelf list</b></p>

	from Deb Kulczak and Cathy Reineka.	cards. Total items created, edited, verified: 18,077 CONTINUED FROM 2003. Elaine works on microfilm sent by Lynaire for barcode cleanup. Elaine determines if the microfilm should be given to Cheryl or Mikey.
<b>Kenneth L. Brown collection. MEST collection 7,300 volumes (purchased by Dr. Cornell, will be mostly English and French and some Arabic). Next spring, Dr. Cornell plans to host a reception for the previous owner of the collection. (per JG)</b>	<b>Arabic materials: Manal Al Natour, Mary Walker French titles: Kim Rolf Other languages: Judy Culberson, Janell Prater, Mary Walker Serials: Angela Hand, Julie Thacker, Cheryl Conway</b>	<b>Collection arrived in Mullins October 2002, stored in compact shelving. Collection must be reviewed and sorted before cataloging. Sorting is in progress; Arabic titles have been sorted and 245 Arabic and Hebrew titles have been cataloged; non-Arabic titles have been selected for copy cataloging. 1,803 non-Arabic titles have been cataloged. Dr. Cornell selected only 50 of the estimated 1,300 duplicates for retention. A range and a half of serial volumes remain and approximately 500 books which do not have OCLC records. June 2005 serials are complete. Approximately 450 books for original cataloging and approximately 30 Arabic books with no OCLC records. 130 of these books are transliterated and ready to catalog. Total cataloged: Nov. 2006: 2,244 titles cataloged. May 2008 2,303 titles cataloged. 2,376 completed as of September 24, 2008. 2,384 completed as of December 2008.</b>
<b>PROJECTS ON HOLD</b>	<b>STAFF</b>	<b>STATUS</b>
<b># Samuel Kupper collection—a gift of books in Chinese and English</b>	<b>Melissa Gatlin, Mary Walker</b>	<b>Searching begun on this collection as of July 2007. 82 English language titles cataloged Jan. 2008. Chinese titles on HOLD.</b>
<b>Arkansas quadrangle maps: Ark quadrangle map item record cleanup-900 usdoc maps, 900 ref</b>	<b>Mikey King, Judy Culberson</b>	<b>ON HOLD - waiting for Jan Dixon and staff to complete an inventory. 189 bib records completed. 645 usdoc item records created.</b>

maps, and 1,500+ Spec Coll maps		<b>NO DEADLINE-CONTINUED FROM 2003 ON HOLD</b>
#Margaret Smith Ross collection: Approximately 1,000 books, added copies, articles in journals and magazines will be cataloged.	Mikey King, Judy Culberson, Tim Nutt	Tim Nutt of Special Collections will coordinate with Judy Culberson and Mikey King to catalog the titles in this important collection. Beginning June 2006. ON HOLD.

6/3/2008 – clc

6/25/08 rev—clc

9/24/08 rev—clc

2/6/09 rev—clc