CREATING A K-12 FICTION CATALOGING SCHEME THAT WORKS

The Teaching Materials Center
SUNY Cortland Memorial Library
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History

The Teaching Materials Center (TMC) at SUNY Cortland

- Usage: School of Education
  - Primary users: Undergraduates
  - Purposes: Course assignments, placements
    - Various levels and topics
    - Current, relevant, appealing

- Collections
  - Various Formats: Picture Books, YA Fiction/Middle Grade Chapter Books, Board Books Graphic Novels, Realia, Kits, Games, Puppets, etc

History

Why?

- **Cataloging / Aleph limitations**
  - Easy: Call number not "true"
  - Fiction:
    - Extended PZ 7 long numbers
    - PZ 7 and 7.1 Split

- **Struggles**
  - Instruction
  - Reference

- **Shelving challenges**
  - Overcrowding in PZ 7.1
  - Easy/Board out of order
  - Wrong sections

Other struggles (Technical Services)

- Shelving / growth: PZ7.1

- Shelving / locating: non-PZ7* classifications

- MARC 852 consistency

- Shelf inventory procedure

- Aesthetics!
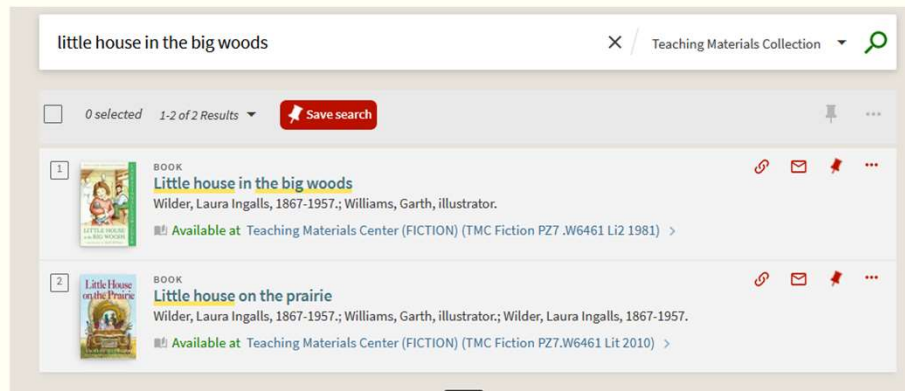
TMC Easy

TMC Easy -- Filed by Author's Last Name [

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Historical Procedure

- Regular copy-cataloging with 050

- Subfield k (prefix)
  - **$$k TMC Easy -- Filed by Author's Last Name [** $$h DC707 $$i .S256 2004

- Subfield m (suffix)
  - **]**

- Colored tape

Before we begin...we weed (and hire a cataloger)!

- Makes no sense to re-catalog these items and then do weeding (cost, duplication/wasted effort by staff)

- Needed space for both Easy and PZ7.1s in FICTION

- Worked with Lisa to come up with a plan so the work could be done a few carts at a time based on her criteria – goal of < 25% reshelves

- Final pass looking for 'Ew!'

- Between Sept 2022 and May 2023, and with the help of one clerk, 3 asst librarians, we **withdrew over 10,000 items**, including 946 in Easy and 2,522 in FICTION

- In January 2023, Sue was hired as our Technical Services Librarian and asked to come up with a plan for the recataloging.

What do we want from this project?

- Browse-ability for students

- Shelve-ability for staff

- Teach-ability for librarians

- Visual aspects

- Inventory

- Virtual Browse

Project Requirements

Make a new schema based on Author/Title

Retain Author's last name (4 letters), color coded, on spine

Only pull a chunk of books at a time – no longer than 1 day off the shelf

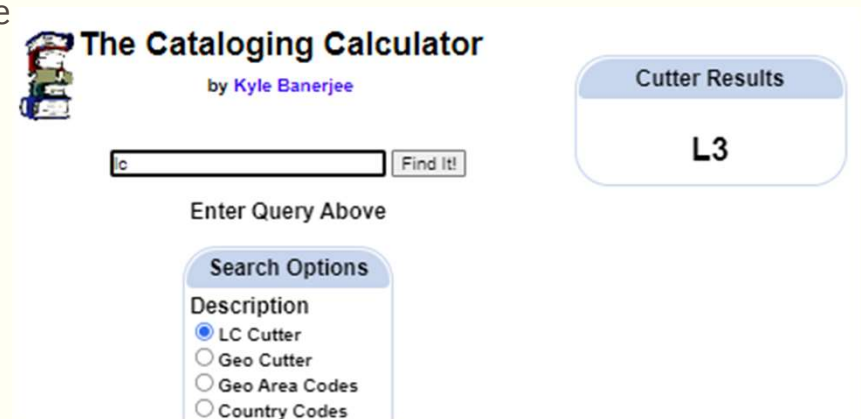Project management

Collaboration and Flexibility

FICTION added to project

But first...

- Devise a new schema
  - Last name / first name cutter / title / title cutter / date

- Make new call numbers for all the books

- API? 🙁

- Find some colored labels that will fit

- Create workflow procedures for staff both for project and regular purchase/processing

Call numbers using Excel

- Start with a report

=LEFT(O5454,1)   =LEFT(O5454,4)   =LEFT(D5454,3)

Normalized Call Number	copy / paste 852	Description	Title (Norm	first letter I	coll1	coll2	left last	last cutter	title1	title2	Title 3	008 MARC D	first	last name,
0tmc board -- filed by author's last name [pz 7 a336 am 2018] 0	$$b CORMN $$c TBOAR $$h Acam .C68 $$i ame .H3 2018 $$k TMC Board		amelia harehart	A	TMC	Board	Acam	.C68	ame	.H3		2018	Courtney,	Acampora, Courtney,

=CONCATENATE("$$b CORMN $$c TEASY ","$$h ", I5454," ",J5454," ",K5454, " ","$$i ", L5454, " ", M5454," ", N5454," ", "$$k TMC Easy")
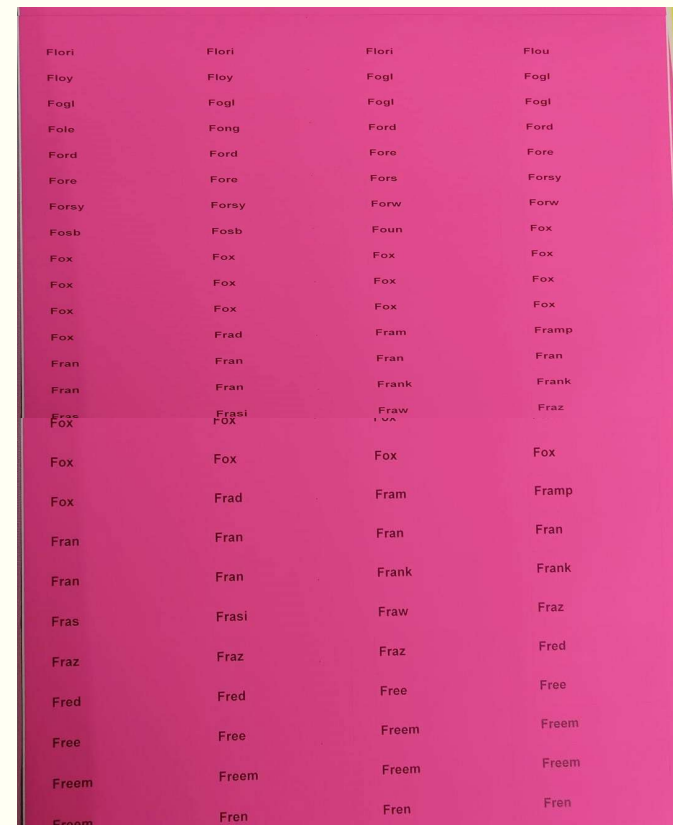
Call numbers using Excel

- Cutter Numbers using Kyle Banerjee's tool

Cou = .C68

Ha from Harehart

Normalized Call Number	copy / paste 852	Description	Title (Norm	first letter	coll1	coll2	left last	last cutter	title1	title2	Title 3	008 MARC D	first	last name,
0tmc board -- filed by author's last name [pz 7 a336 am 2018] 0	$$b CORMN $$c TBOAR $$h Acam .C68 $$i ame .H3 2018 $$k TMC Board		amelia harehart	A	TMC	Board	Acam	.C68	ame	.H3		2018	Courtney,	Acampora, Courtney,

The Project Overview

- Start with BOARD – around 500 books

- Move on to FICTION

- When FICTION done, move on to Easy

The Workflow

- Clerks pull books (about 10-15)

- Put into work order "Call Nbr Project"

- Remove the old colored tape

- Copy/paste new call number in HOL
  - Excel. Lots of formulas.
  - Must change 1st subfield to 5
  - Change settings in SpineOMatic

- Print new spine label

- Use pre-printed labels from color-coded sheets (mail-merged)
  - Initially on sheets
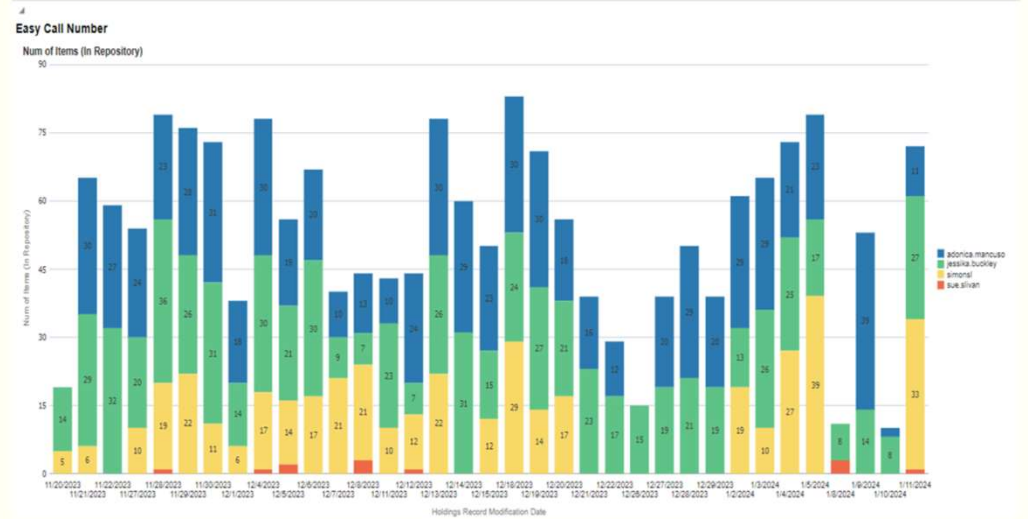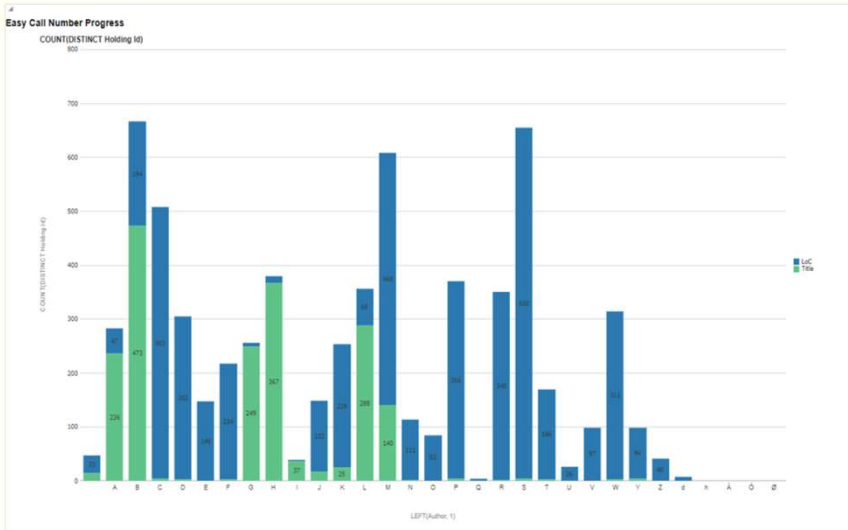 - One-offs with clear labels & template

The Workflow

- Use Sue's problem cart for…problems.

- Shelve books, and repeat.

- Data collection
  - Able to project end dates - About 80-90 books a day, start to finish

Data Collection

Challenges?

- Finding stickers
- Getting the old tape off
- Duplicates
- Wrong author

Challenges?

- Call numbers that don't work in planned schema

- Loan returns after the fact

- TMC shutdown for lobby remediation

Gree	.N1	.B4	who	.Y6	2020	Green	Bernadette
Gree	.N1	.K3	hid	.A5	2019	Green	KatieMay
Gree	.N1	.K38	num	.O3	1993	Green	Kate
Gree	.N34	.D3	sna	.S6	2004	Greenberg	David(DavidT.)
Gree	.N34	.J3	act	.J3	2002	Greenberg	Jan
Gree	.N34	.M4	aun	.L5	1994	Greenberg	MelanieHope.
Gree	.N344	.D3	kee	.W4	2022	Greendeer	Danielle
Gree	.N4	.R4	at	.G7	2003	Greene	RhondaGowler.
Gree	.N45	.E4	gra	.F3	1988	Greenfield	Eloise
Gree	.N45	.E4	gra	.J6	1983	Greenfield	Eloise.
Gree	.N5	.S8	fir	.B5	2021	Greenlaw	Suzanne
Gree	.N7	.E4	ice	.C7	2003	Greenstein	Elaine.
Gree	.N7	.E4	one	.L5	2004	Greenstein	Elaine.
Gree	.N7	.E4	one	.L5	2004	Greenstein	Elaine.

The Results: Navigation on Shelves

- Fiction: fully alphabetical

- Board/Easy:
  - Cleaner spine labels
  - "Best of both worlds": simple (author last names) but organized (additional call number)
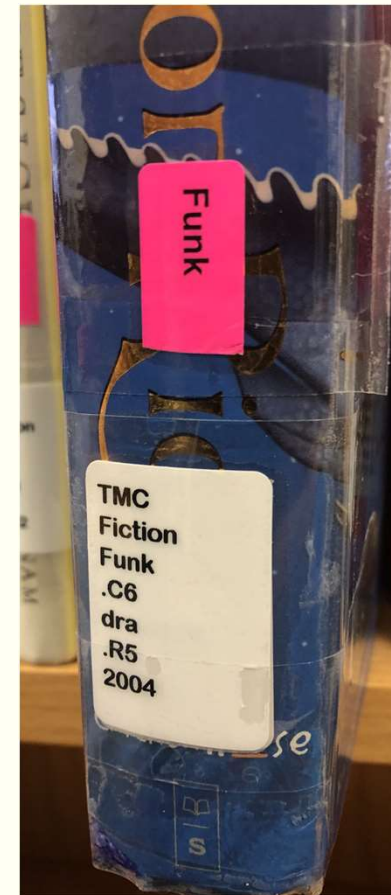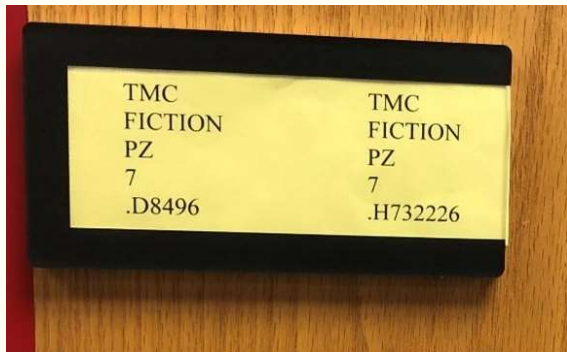
The Results: Navigation in ONESearch
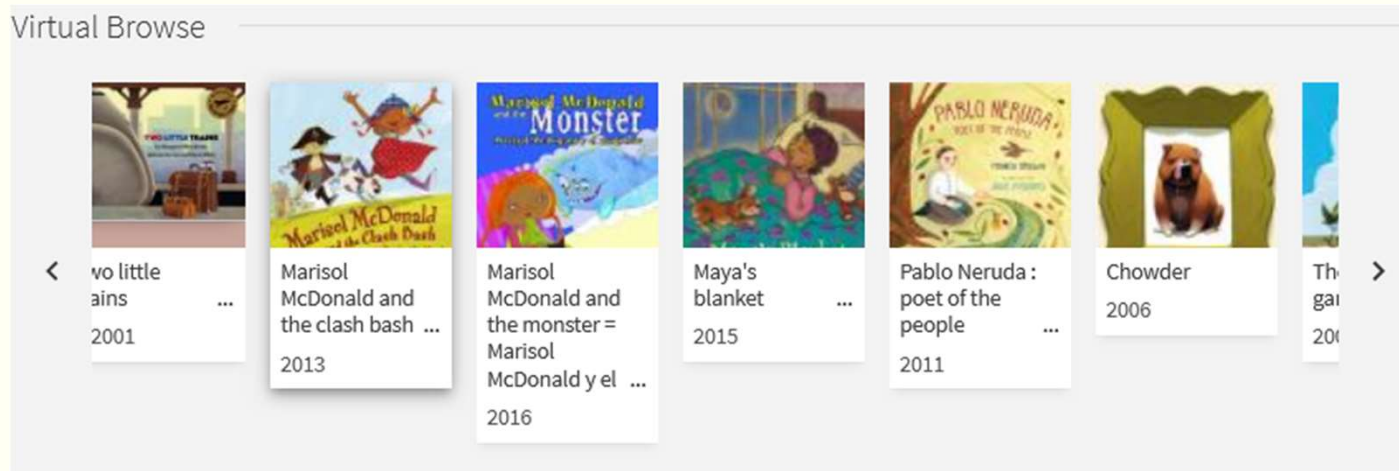
True call numbers

BOOK
Marisol McDonald and the monster = Marisol McDonald y el monstruo
Brown, Monica, 1969- author.; Palacios, Sara, illustrator.; Domínguez, Adriana, translator.; Brown, Monica, 1969-;
©2016

Available at Teaching Materials Center (EASY) (TMC Easy -- Filed byAuthors Last name [PZ73 .B685635 2016]) >

BOOK
Marisol McDonald and the monster = Marisol McDonald y el monstruo
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Available at Teaching Materials Center (EASY) (TMC Easy Brow .M6 mar .A5 .M6 2016) >

The Results: Navigation in ONESearch

Virtual Browse and Results Lists

The Results: Instruction and Reference

- Call Number Construction: Minimal disruption

- Less time spent explaining/teaching call numbers

- Less confusion

- Class: Board Book Call Number Question: they "get" it!

Questions?

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      Discovery Services Librarian

stack.finds

90 posts   14 followers   0 following

stack finds

What kind of horrible stuff do you find in YOUR library stacks?

Links

Colored labels: https://www.uline.com/Product/Detail/S-17045O/Laser-Labels/Uline-Laser-Labels-Fluorescent-Orange-1-3-4-x-1-2

Avery clear labels for DYMO thermal printer
https://www.staples.com/Avery-3-5-x-1-12-Thermal-Multi-Purpose-Labels-Clear-1-Pack-4151/product_469825

Kyle Banerjee's Cataloging Calculator https://calculate.alptown.com/