Cataloging Efficiencies in Special Collections

Morag Boyd
Head, Special Collections Cataloging
The Ohio State University Libraries

OCLC Cataloging Efficiencies
October 21, 2011
Research libraries have traditionally built their reputations on the basis of their collection size, and also the depth and breadth of their rare book holdings and their special collections. Scarce or unique artifacts, as well as uniquely comprehensive collections, remain primary measures of quality.


Increasingly, libraries are acquiring local collections and unique materials and, when possible, digitizing them to provide immediate, full-text online access to increase visibility and use.”

Top 10 Trends in Academic Libraries http://crln.acrl.org/content/71/6/286.full
Environment: OSUL

Strategic Plan

- Place an emphasis on making content accessible and discoverable, facilitate the discovery of and access to locally owned collections of distinction

- Expand projects to digitize the Libraries unique and distinctive collections and expose those collections in environments where users work

- [http://library.osu.edu/staff/administration-reports/University_Libraries_Strategic_Plan_2010-06-07.pdf](http://library.osu.edu/staff/administration-reports/University_Libraries_Strategic_Plan_2010-06-07.pdf)
Special Collections at OSUL

- Billy Ireland Cartoon Library & Museum
- Byrd Polar Archives
- Hilandar Research Library
- Historic Costume and Textiles Collection
- Medical Heritage Center
- Ohio Congressional Archives
- Rare Books and Manuscripts Library
  - William Charvat Collection of American Fiction
- Theatre Research Institute
- University Archives
Environment: Special Collections
Cataloging at OSUL

- Expanding role of department
  - Museum collection management system
  - Institutional repository

- 40% reduction in staff in fall 2009
  - Current staffing 6 FTE
Right Expertise at the Right Time

- Deploy resources strategically
- Don’t re-do, re-use
- Share expertise
Process Improvement

- A physical move enabled us to redesign many of our workflows
- Policy and procedure improvements
  - What requires very-special treatment?
  - Standardization of notes
  - Cataloging checklist
- Workflows
  - Matching work to staff skills
Recycle and Reuse

- Enter data once!
- Work across library units to match expertise to task
- Re-use cataloging for special collections materials for other purposes
Author: Davis, Walter L

Title: Interview [sound recording] / Walter L. Davis [interview by Dian O. Belanger]

Publish Info: 1993

Description: 2 sound cassettes (90 minutes) : 1 7/8 ips

Summary: Seabee Walt Davis volunteered for Antarctic duty in Deep Freeze II for the challenge of fully using his talents. Responsible for equipment maintenance, he was the only professional mechanic at Ellsworth Station. Wintering over in 1957, he assisted the IOY scientists with their equipment problems despite the station leader's objections (though not as much as he later wished). He discussed the ongoing tensions at the station. In DF 61, he wintered over at Byrd, where, as the leading chief, he essentially ran the station, and was the leading chief on the first American overland expedition to the South Pole. He wintered again as the leading chief for motor pool maintenance and public works operations at McMurdo in DF 66.

Notes: Cassettes have been transcribed

Recorded on Sept. 24, 1999

DCLC #: 310089612

Author: Davis, Walter L

Subjects: Davis, Walter L. -- Interviews
Interview

Please use this identifier to cite or link to this item: http://hdl.handle.net/1811/36756

Title: Interview

Creators: Davis, Walter L.

Contributors: Belanger, Dian Olson, 1941-

Issue Date: 2009-04-23

Publisher: Byrd Polar Research Center Archival Program

Series/Report no.: Antarctic Deep Freeze Oral History Project

Abstract: Seabee Walt Davis volunteered for Antarctic duty in Deep Freeze II for the challenge of fully using his talents. Responsible for equipment maintenance, he was the only professional mechanic at Ellsworth Station. Wintering over in 1957, he assisted the IGY scientists with their equipment problems despite the station leader's objections (though not as much as he later wished). He discussed the ongoing tensions at the station. In DF 81, he wintered over at Byrd, where, as the leading chief, he essentially ran the station, and was the leading chief on the first American overland expedition to the South Pole. He wintered again as the leading chief for motor pool maintenance and public works operations at McMurdo in DF 88.
Antarctic Deep Freeze Oral History Project
Interview with Walter L. Davis, CMCS, USN (Ret.)
conducted on September 24, 1999, by Dian O. Belanger

DOB: Today is the 24th of September, 1999. I'm Dian Belanger. I'm speaking with Walter Davis about his experiences in Antarctica in Deep Freeze II and in subsequent winter-overs.

Thank you, Walter, for talking with me, and I look forward to our conversation.

WD: I'm enjoying being with you here.

DOB: Please start by telling me just briefly something about your background: where you grew up, where you went to school, what you decided to do with your life. And I'm particularly interested in anything from all of that that might suggest how you ended up being in Antarctica.

WD: I was born and raised in Audrain County, Missouri. on a farm. and I was a

http://hdl.handle.net/1811/47564
Antarctic Explorers: Richard E. Byrd
www.south-pole.com/p0000107.htm
From Byrd's first expedition in 1928-30 until 1955, eleven expeditions, excluding the WILKINS-HEARST EXPEDITION, left the United States for Antarctica. Byrd ...

Antarctic Explorers: Richard E. Byrd: The US Antarctic Service...
www.south-pole.com/p0000109.htm
The expedition plans, jointly proposed by Black and Ronne (both members of...

Richard E. Byrd & the Second Byrd Antarctic Expedition
www.south-pole.com/p0000108.htm
Many questions were left unanswered upon conclusion of Byrd's first ...

Show more results from south-pole.com

Richard E. Byrd - Wikipedia, the free encyclopedia
en.wikipedia.org/wiki/Richard_E._Byrd
Jump to Byrd's later Antarctic expeditions: Byrd undertook four more expeditions to Antarctica from 1933-35, 1933-40, 1946-47 and ...
Ancestry - Family - Education and US Navy: 1926 North Pole flight, and ...

Byrd Antarctic Expedition (1st 1928-1930): Photo Album 4
kb.osu.edu/dspace/handle/1811/25250
The Byrd Expedition Photo Albums contain more than 3500 images in 5 albums covering Richard E. Byrd's first and second expeditions to Antarctica in ...

Amazon.com: Byrd Antarctic Expedition: Books
www.amazon.com/s?...
Biography

Aughenbaugh was born in Akron, Ohio and was a Antarctic explorer during the International Geophysical Year. He also holds a Ph.D. in Civil Engineering from Purdue University.

Aughenbaugh is married and has three children.

Academic career

This section is empty. You can help by adding to it.

Awards and honors

- Aughenbaugh Peak was named for Nolan B. Aughenbaugh by the Advisory Committee on Antarctic Names (US-ACAN)
- The Aughenbaugh Gabbro, part of the Dufek Intrusion, Antarctica was named for Nolan B. Aughenbaugh

Published works

- Preliminary report on the geology of the Dufek Massif: IG Y World Data Center A glaciology, Gla. Rept, 1961
- Characterization Of Swelling Potential Of Shale Strata

External links

- The National Academies: The International Geophysical Year – Official Website

References

Cartoonist Biographical Files

- Formerly managed in a database
- Now cataloged individually in our catalog and contributed to WorldCat
- Volunteer is currently doing the authority work
<table>
<thead>
<tr>
<th></th>
<th>ArtistFullName</th>
<th>ArtistLastName</th>
<th>ArtistFirstName</th>
<th>ArtistLifeDates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Abbott, Leo Gerard, 1947-</td>
<td>Abbott</td>
<td>Leo</td>
<td>1947-</td>
</tr>
<tr>
<td>2</td>
<td>Abbey, Edwin Austin, 1852-1911</td>
<td>Abbey</td>
<td>Edwin</td>
<td>1852-1911</td>
</tr>
<tr>
<td>3</td>
<td>Abel, Jessica, 1969-</td>
<td>Abel</td>
<td>Jessica</td>
<td>1969-</td>
</tr>
<tr>
<td>4</td>
<td>Abeson, Marion, fl. 1959</td>
<td>Abeson</td>
<td>Marion</td>
<td>fl. 1959</td>
</tr>
<tr>
<td>6</td>
<td>Abraham, Abu, d. 2003</td>
<td>Abraham</td>
<td>Abu</td>
<td>d. 2003</td>
</tr>
<tr>
<td>7</td>
<td>Abrahamian, E.V., fl. 1902</td>
<td>Abrahamian</td>
<td>E.V.</td>
<td>fl. 1902</td>
</tr>
<tr>
<td>8</td>
<td>Acomb, Robert</td>
<td>Acomb</td>
<td>Robert</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td>1936-</td>
</tr>
<tr>
<td>10</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Aicair, Dirk, 1936-</td>
<td>Aicair</td>
<td>Dirk</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Ahern, Kevin, 1955-</td>
<td>Ahern</td>
<td>Kevin</td>
<td>1955-</td>
</tr>
<tr>
<td>26</td>
<td>Ahle, Dorothy, 1948-</td>
<td>Ahle</td>
<td>Dorothy</td>
<td>1948-</td>
</tr>
<tr>
<td>27</td>
<td>Ahlsen, Rolf, fl. 1972</td>
<td>Ahlsen</td>
<td>Rolf</td>
<td>fl. 1972</td>
</tr>
<tr>
<td>29</td>
<td>Alajalov, Constantin, 1900-1987</td>
<td>Alajalov</td>
<td>Constantin</td>
<td>1900-1987</td>
</tr>
<tr>
<td>30</td>
<td>al-Ali, Naji</td>
<td>al-Ali</td>
<td>Naji</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Drucker, Mart, 1923-</td>
<td>Drucker</td>
<td>Mart</td>
<td>1923-</td>
</tr>
<tr>
<td>33</td>
<td>Doering, Tom</td>
<td>Doering</td>
<td>Tom</td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Doyle, Jerry, 1897-1986</td>
<td>Doyle</td>
<td>Jerry</td>
<td>1897-1986</td>
</tr>
<tr>
<td>35</td>
<td>Crawford, Bill, 1913-1982</td>
<td>Crawford</td>
<td>Bill</td>
<td>1913-1982</td>
</tr>
<tr>
<td>36</td>
<td>Crawford, Will, 1899-1944</td>
<td>Crawford</td>
<td>Will</td>
<td>1899-1944</td>
</tr>
<tr>
<td>37</td>
<td>Crowe, J. D., 1859-</td>
<td>Crowe</td>
<td>J. D.</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Day, Chauncey Addison (Chon)</td>
<td>Day</td>
<td>Chauncey</td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Dean, O'Dell, 1844-1946</td>
<td>Dean</td>
<td>O'Dell</td>
<td>1844-1946</td>
</tr>
<tr>
<td>41</td>
<td>Deere, Bill, 1947-</td>
<td>Deere</td>
<td>Bill</td>
<td>1947-</td>
</tr>
<tr>
<td>42</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
<tr>
<td>43</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
<tr>
<td>44</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
<tr>
<td>45</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
<tr>
<td>47</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
<tr>
<td>49</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
<tr>
<td>50</td>
<td>Dicci, Giuseppe, 1899-1960</td>
<td>Dicci</td>
<td>Giuseppe</td>
<td>1899-1960</td>
</tr>
</tbody>
</table>
Tom Batiuk 1947- biographical file

Collected at The Ohio State University Billy Ireland Cartoon Library & Museum

For research use in the library only

Biographical file may contain one or more of the following:
"Biographical Registry" form filled out by the cartoonist including information about education, career history, awards, signature example, and family information; biographical essays or sketches of the cartoonist; articles by or about the cartoonist; examples of the cartoonist's work in the form of clippings or photocopies

Batiuk, Tom

Cartoonists
Cartoonists
Comic books, strips, etc
Ohio State University, Billy Ireland Cartoon Library & Museum
MARS
MARS
**Title**

**Tom Batiuk 1947 - biographical file**

<table>
<thead>
<tr>
<th>Description</th>
<th>vertical file; size varies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes</td>
<td>Collected at The Ohio State University Billy Ireland Cartoon Library &amp; Museum</td>
</tr>
<tr>
<td>Note</td>
<td>For research use in the library only</td>
</tr>
<tr>
<td>Summary</td>
<td>Biographical file may contain one or more of the following: “Biographical Registry” form filled out by the cartoonist including information about education, career history, awards, signature example, and family information; biographical essays or sketches of the cartoonist; articles by or about the cartoonist; examples of the cartoonist’s work in the form of clippings or photocopies</td>
</tr>
<tr>
<td>OCLC #</td>
<td>556104495</td>
</tr>
<tr>
<td>Subjects</td>
<td>Batiuk, Tom</td>
</tr>
<tr>
<td></td>
<td>Cartoonists -- Biography</td>
</tr>
<tr>
<td></td>
<td>Cartoonists</td>
</tr>
<tr>
<td></td>
<td>Comic books, strips, etc</td>
</tr>
<tr>
<td>Addtl' Authors</td>
<td>Ohio State University, Billy Ireland Cartoon Library &amp; Museum</td>
</tr>
</tbody>
</table>

### Location

<table>
<thead>
<tr>
<th>Location</th>
<th>Call No.</th>
<th>Year</th>
<th>Status</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGA Stacks</td>
<td>SPEC.CGA.VF.BIO.222</td>
<td></td>
<td>ASK AT DESK</td>
<td></td>
</tr>
</tbody>
</table>
Tom Batiuk 1947- biographical file.

Author: Ohio State University - Billy Ireland Cartoon Library & Museum.
Edition/Format: Archival material - English
Summary: Biographical file may contain one or more of the following: *Biographical Registry* form filled out by the cartoonist including information about education, career history, awards, signature example, and family information; biographical essays or sketches of the cartoonist; articles by or about the cartoonist; examples of the cartoonist’s work in the form of clippings or photocopies.
Rating: 0 out of 5 stars (not yet rated)

Find a copy in the library

Enter your location: 43235

Library
---
1. Ohio State University Libraries
   Columbus, OH 43210 United States
   Archival Material
   7 miles
   Map it
   Library info
   Sessions at this library
   Ask a librarian
   Add to favorites
Share Expertise

- Special skills do not need to be replicated
  - Language
  - Format
  - Subject
  - Technical skills
- Internal sharing
- External sharing
Marian Library Project

- University of Dayton has “world's largest and most comprehensive collection of printed materials on Mary”
- Included hundreds of uncataloged titles in Slavic languages
- OSUL has a special collections cataloger with language and subject expertise
Marian Library Workflow

- Materials delivered to OSUL
- OSUL staff member uses a UD OCLC authorization
- Worked together to create a Constant Data record which is applied to all records
- Provide full-cataloging, including vernacular scripts
- Completed records saved to online file
- Materials picked up
- UD staff download records to their catalog
OhioLINK CollaboraTeS

- There is a lot of expertise out there!

- OhioLINK COllaboraTeS Toolkit is the matchmaker
  - [http://platinum.ohiolink.edu/dms/collaborate/](http://platinum.ohiolink.edu/dms/collaborate/)
Looking Forward

- Survey of unprocessed and under-processed materials in Special Collections
  - Prioritization of work
  - Guidelines for working “quick and clean”
- Evaluating workflows to better support our WorldCat Local instance