The past year has been one of many changes and has included preparations for even greater changes to come. The Library implemented core-level cataloging, preparations are in process for converting to Endeavor's Voyager system, and we have a new head of the Music Division's Performing Arts Reading Room. These will be covered later in this report. Staffing for music cataloging improved again in the Special Materials Cataloging Division. The MSR II Team added a new cataloger, Irina Kirchik, this past February. Ms. Kirchik is a native Ukrainian, attended the Tchaikovsky Conservatory in Kiev, and adds an additional wealth of languages to our cataloging staff. She is fluent in Ukrainian, Russian, Byelorussian, Polish, Czech/Slovak, Bulgarian, Serbian, and Macedonian, and is knowledgeable in Italian and French. In May 1998, William Palmer, the team leader of the Music and Sound Recordings Team II retired. There are now currently 19 catalogers and 12 technicians on the three Music and Sound Recordings Teams.

In fiscal year 1998 (October 1997-September 1998), Music and Sound Recordings Teams I and II cleared a total of 12,242 items. This number includes 4,046 scores (642 full original, 1,669 copy, and 1,735 production level cataloging, in addition to other categories), 3,805 sound recordings (including 2,151 full original, 1,608 production level cataloging, and other categories), and 3,534 books and serials. From the beginning of October to the end of December 1998, the teams cleared a total of 2,799 items, which includes 1,341 sound recordings, 660 scores, and 798 books and serials. We completed the cataloging of the Stephen Sondheim gift collection of LPs at the end of December 1998. Also during fiscal year 1998, the Music and Sound Recordings Team III created 49,479 inventory records for sound recordings, and 8,231 additional records from the beginning of October through December 1998.

Core Level Cataloging
In October 1998, the Library implemented core-level cataloging. The Music and Sound Recordings Teams in the Special Materials Cataloging Division follow the guidelines established for creating core-level records in the Descriptive Cataloging Manual (DCM), B16. In addition, information specific to sound recordings is in the Subject Cataloging Manual: General Cataloging Procedures, D440. Since the music catalogers in the Special Materials Cataloging Division are essentially current with scores and books on music, under the DCM we have greater options for how the core record is applied to our materials. For scores, our policy states that all high level research material, which includes scholarly editions of important works and historical facsimiles, will always receive full cataloging. As long as we are current, all medium level research material, which includes important works without commentary, will also receive full cataloging. All low-level research material, such as contemporary works for large ensembles, will receive core-level records. In addition, we will continue to provide production-level cataloging for scores that have always received that level, primarily chamber music of the 19th and 20th centuries. For sound recordings, current receipts of compact discs and other items determined to be of research value by the Motion Picture, Broadcasting, and Recorded Sound Division receive full cataloging. Records created under an arrearage-reduction project receive core-level cataloging. If our book cataloging is current with receipts, the books receive full cataloging. If they are not current, they all receive core-level records.

SOUND RECORDING ARREARAGE

Concert Tapes
LC Concert Tapes: All of the LC chamber music concerts presented by the Music Division of the Library of Congress since the Coolidge Auditorium was built in 1925 that are recorded have been cataloged. In total, 1,664 of these historic concerts now have full-level bibliographic records.
America in Concert: We have cataloged a total of 350 concerts in the America in Concert broadcast series, a nationally syndicated one-hour radio program. These concerts are samplers of chamber and symphonic music as it was performed in communities throughout the United States and were produced by the Parkway Communications Corporation, a
Broadcast Service of the U.S. News & World Report.

Marlboro Music Festival: We have begun the long process of cataloging the 3,000 recorded Marlboro Music Festival concerts and rehearsals held in Marlboro, Vermont. Since the information on these items is presented in extremely complex ways, progress on cataloging these concerts and rehearsals will be by calendar year of production and is proceeding quite slowly as we sort out the information. To date we have cataloged 130 concerts and rehearsals from the years 1986, 1994, 1995, and 1996. We have just begun cataloging concerts and rehearsals from 1988 and 1993.

All the cataloging for the above concerts is available on MUMS and all the utilities which receive our records.

**Armed Forces Radio and Television Service Project**
The Library of Congress' holdings of the Armed Forces Radio and Television Service (AFRTS) Collection are issues of radio programs broadcast to troops abroad. The programs were first broadcast worldwide in 1942 and continue to this day. The broadcasts comprise a variety of entertainment, from music to drama. As of December, cumulative totals for inventory level cataloging of the collection utilizing an Alpha 4 database application were 62,244 discs processed, an increase of an additional 8,000 records created since last year. In addition, we will be inventorying and packing 130,000 twelve inch AFRTS discs, which contain syndicated programs for armed forces personnel. Out of an original total of 250,000 records to catalog, about two-thirds remain to be processed.

**A-Z Inventory Projects**
Work has been completed on the A-Z Cassettes Project to eliminate the backlog. Technicians from the Special Materials Cataloging Division and the Motion Picture, Broadcasting, and Recorded Sound Division (M/B/RS) finished processing the Copyright Cassettes Collection. This collection comprised the vast majority of the Library's entire cassette collection which has approximately 67,000 items. By the end of December 1998, 43,000 items had been processed. The remainder of the collection was common-language instruction tapes or unpublished items which the Library did not keep. We are now current in our cataloging of cassette tapes and intend to remain so.

**45's Project**
The arrearage of 45 rpm sound recordings consisted of about 120,000 discs, primarily popular music from the 1950s, '60s, '70s, and '80s. Catalogers and technicians on detail from their regular assignments to a series of SWAT teams keyed records into Cuadra STAR as well as sorting, sleeving, and labeling the items. About 88,000 bibliographic records have been created since work began on the project in October 1997. Except for non-Roman labels, the project is complete. By the way, there are not 32,000 non-Roman labels; there were numerous duplicates in this collection with many bibliographic records covering more than one disc. The process used for this particular arrearage project has been so successful that it will be used on the 25,000 additional 45s expected to be delivered in March 1999.

The cataloging from these last three projects is presently only available internally at the Library of Congress, but is expected to be eventually migrated to the Integrated Library System.

**Upcoming projects**
The Motion Picture, Broadcasting, and Recorded Sound Division is beginning plans for an A-Z project for compact discs. This means that they will take all the CDs from the beginning of the stacks to the end and either find copy on OCLC, create brief cataloging from MUZE data, or send it to the Special Materials Cataloging Division for fuller cataloging. Since we have approximately 160,000 CDs, we expect this project to take at least a couple of years.

**CONTRACTS WITH OCLC**

**Machine-Derived Authority Records**
Last year LC loaded 67,000 machine-derived name authority records (MDARs) into the National Authority File and we cleaned up a few that had problems. Many of you helped by notifying me of problems that you found, and we deeply appreciate the help you provided. Three Midwestern catalogers individually identified quite a number of problematic MDARs and helped the clean up significantly. I wanted to publicly thank those three for all their contributions: Paul Cauthen, Wendy Sistrunk, and Wendy Schlegel. We are now in the preparatory stages for another generation of
machine-derived authority records from the bibliographic records for scores and sound recordings in the Library of Congress that have been added since the original project. While we cannot predict how many MDARs will result, we know it will be many fewer than the original 67,000 records. Preparation for generating MDARs involves LC sending a copy of the Music File to OCLC where they review the headings and uniform titles through their Authority Control Service. They return a paper copy of problems that they find with our headings and uniform titles so we can correct them. In addition, we will return the false corrections to OCLC so that they can correct those in the Authority Control Service. After all the corrections have been made at the Library of Congress, we send them a revised copy of the Music File and they then generate MDARs for the headings and uniform titles that do not already have authority records.

**Uniform Title Corrections**
The LC/OCLC Uniform Title Corrections Project, which resulted in software that has the capability to correct and update title headings in bibliographic records and which will help advance large-scale authority control, has finally been completed. After eliminating 1,890 records that were duplicates, the initial batch of records for the first process totaled 35,351 records. The processing on the records was completed in December and after the inevitable delays, loading of 1,000 bibliographic records per day into the LC Music File will begin very soon and should continue into April. These records have all had the access points evaluated by OCLC's Authority Control Service as well as the Uniform Title Correction Algorithms. Presumably the access points including uniform titles were corrected, if corrections were appropriate. (At the time of this writing, the records were not yet available for review.) These bibliographic records should begin to cycle back into OCLC in early April and the corrected bibliographic records will be available to all users of the WorldCat and of RLIN. The records can be identified by an 042 with the legend "lcderive." OCLC has not yet incorporated the uniform title process into their standard Authority Control Service, but it will be available in the future. Please realize that these records have only had access points adjusted, not the description, and have not been reviewed by our catalogers. If you find errors in them, we will be glad to correct them if you report them to us.

**LIBRARY OF CONGRESS--ORGANIZATION**
I have never taken the time in these reports to describe how music is organized at the Library of Congress. Here is a brief, though not totally thorough description. The Library is organized in descending order by service unit, directorate, divisions, and teams or sections. Printed music, music-related microforms, and books on music are in the custody of the Music Division. The Music Division is organized under the Public Service Collections Directorate and provides reference services for this collection. Within the Music Division is the Acquisitions and Processing Section where they acquire and process special collections, and create finding aids for these collections. Reader Services, which does reference, both written and in person, and the Concert Office, which produces all public programs for the Music Division are located in the Music Division as well. Also under the Public Service Collections Directorate is the Motion Picture, Broadcasting, and Recorded Sound Division, also known as M/B/RS. This division provides custody and reference services for all the sound recordings at the Library of Congress, as well as other formats such as films and videos. M/B/RS also has their own processing staff, called the Recorded Sound Processing Unit, where they catalog unpublished sound recordings, such as radio broadcasts, as well as process and prepare all incoming sound recordings. The three Music and Sound Recording Teams in the Special Materials Cataloging Division provide the bulk of the music cataloging in the Library for both the Music Division and the Motion Picture, Broadcasting, and Recorded Sound Division. The Special Materials Cataloging Division is part of the Cataloging Directorate. All three of these divisions are organized under Library Services service unit at the Library of Congress.

**MOTION PICTURE, BROADCASTING, AND RECORDED SOUND DIVISION**

**RECORDED SOUND SECTION**

**Cataloging**
Significant Recorded Sound Section resources have been committed to reducing the arrearage of uncatalogued items in the collection and important results were achieved with a number of projects:

- Reviewing and cleaning the Cuadra STAR database of the Altshuler Collection of 78rpm discs (78,000 bibliographic records).
• Input of the film synchronization disc collection (400 items) into the new Merged Audio Visual Information System (MAVIS) currently being utilized by the Motion Picture, Broadcasting and Recorded Sound Division (M/B/RS) Moving Image Section. This database consists primarily of records for the Library's nitrate film holdings and the safety copies produced by the M/B/RS Motion Picture Conservation Center in Dayton, Ohio. Film synchronization discs were produced in the late 1920's and early 1930's by companies such as Vitaphone, Pathé, and Paramount, for synchronized playback with motion pictures. With the data for these rare recordings on MAVIS, both the audio and moving image elements for hundreds of early films have been united for the first time.

• Creation of new Library-wide procedures for the processing and custody of books with accompanying sound recordings. The new procedure splits the physical items to insure proper storage for the sound recording, avoiding the need for expensive customized binding required to house them together. The bibliographic record will include one or more additional 050 fields for the sound recording shelf-numbers, and a note indicating that the recording is shelved in the M/B/RS Division.

• Collaboration with the Association for Recorded Sound Collections in management of the American Vintage Record Labelography, a project which will distribute cataloging created for the Alshuler collection and provide resource data for all remaining 78rpm disc processing. Presently, the Rigler/Deutsch Index entries representing LC 78s are being converted to the AVRL format and being merged with LC data for the Alshuler Collection.

Some important collections cataloged this year include the Library's vast holdings of Andre Kostelanetz radio broadcasts, the Marine Corps Combat Collection of actuality (i.e., with live field background noise), oral history, and interview recordings from the WWII Pacific theater, unpublished recordings from the Leonard Bernstein Collection, radio transcription discs produced by the Works Progress Administration and Voice of America recordings of the Newport Jazz Festival.

The recorded sound arrearage reduction strategy has been based on the acquisition and use of external resource data. After several years of negotiation, M/B/RS acquired compact disc data from MUZE, Inc. MUZE has cataloged more than 100,000 compact discs for use by retailers. The Division is in the process of completely revamping its procedures for the processing of CDs, utilizing MUZE, OCLC data when available, and copyright data to create cataloging on the Library's Voyager Integrated Library System, set for implementation in the spring of 1999. In addition to the changes that will be brought on by the new system, perhaps the most significant new procedure will be the assignation of shelf-numbers for CDs. In the past CDs, like LPs, have been shelved by the manufacturer's label and number. The new procedure will simplify shelving and space planning tasks, eliminate confusion in determining label names, and make retrieval from the stacks easier as well. In addition, the new procedures call for putting second copies into a separate shelf-number arrangement to allow them to be shelved in separate locations for security purposes.

The other major acquisition of data was the cataloging created by National Public Radio for the 25,000 audiotapes of cultural programming held by the Library. Utilizing this resource, the entire collection will be cataloged on Cuadra STAR in 1999.

The Library has not been authorized by MUZE or NPR to distribute its cataloging data. Therefore, those bibliographic records will remain on M/B/RS's internal system, STAR, for the foreseeable future. Generally, however, integration of all bibliographic data into one system at the Library is now a top priority. Much of the cataloging and inventorying heretofore performed on Cuadra STAR will be input into the Voyager ILS. Records now existing on Cuadra STAR, such as those for unpublished radio broadcasts, audio cassette Copyright deposits, and 78rpm and 45rpm discs, are planned for conversion to MARC and loading onto the ILS. This will have a significant impact on the Library's database. The number of sound recording cataloging records will exceed one million in only a few years, resulting in far greater public knowledge of the Library's audio holdings. At the same time, however, it is highly unlikely that any additional resources will be allocated to clean up inventory records in the ILS which were originally created in Cuadra STAR. The ILS is going to result in a very different LC database.

**Acquisitions**
Sound recording acquisitions included a complete run of 78s made by American violinist Maud Powell, unpublished recordings of Boyd Raeburn, 400 jazz LP discs from a Canadian collector, and rare 78rpm discs on the Polish/American label, Polart.

National Audio-Visual Conservation Center
Plans for the Library of Congress National Audio-Visual Conservation Center in Culpeper, Virginia, continue at a brisk pace. As currently conceived, the Center will house all M/B/RS moving-image and audio collections, along with the staff of the curatorial, processing, and laboratory sections of the Division. A vital component of the Center will be a format-independent digital audio preservation facility. Carl Fleischhauer of the Library's National Digital Library Program has come to M/B/RS to begin the planning and testing of this operation.

REPORT FROM THE CATALOGING POLICY AND SUPPORT OFFICE

LCC Class M
On January 27, 1999, LC catalogers began to use a revised version of Library of Congress Classification Class M. This is the first edition of the schedule to be available online and to be published from a machine-readable database. The printed volume is also available for purchase. The first update of Classification Plus to contain class M will be issue 1, 1999, which will be available in April.

LCSH Music Headings
Changes in Library of Congress Subject Headings (LCSH) include the introduction of the term "plucked" and elimination of "plectral" to describe plucked stringed instruments. To familiarize users of LCSH with the linguistic structure of various headings that will incorporate the term, we have made authority records for some groups of pattern headings, including Plucked instrument trios (through ...nonets...), Plucked instrument trios (Guitars (3)) (through ...nonets...), and Plucked instrument trios (Harps (3)) (also through (...nonets...)). We have also established new headings for ensembles of the same plucked instrument, such as Guitar ensembles, Lute ensembles, and similar headings. Other changes include the addition of scope notes and general cross references to many authority records for forms and types of music, information that can be displayed in OPAC subject searches in our new ILS, which will begin to be available to the public this summer, first onsite in a Windows version and then via the Internet.

Authority Records for Subdivisions
Following changes to the USMARC Authorities Format approved by MARBI, LC implemented new data elements for name authority records in January. In February we did the same for subject authority records, which enabled catalogers to use subfield v, form, for subdivisions in bibliographic records. At the same time we began to create 18X authority records for the more than 3,100 free-floating subdivisions, including those for genre/form. A document on subdivision authority records that is illustrated with examples is posted on the CPSO web site at http://lcweb.loc.gov/catdir/cpso/subdauth.html. Subdivision records contain 073 fields with the governing instruction sheet numbers from the Subject Cataloging Manual: Subject Headings (SCM) (H 1095-H 1200). Some records contain references, and all records contain basic usage statements. Instruction sheet H 1075 contains general instructions on form subdivisions and H 250 contains some examples of music headings with them. LC cataloging documentation has been signaling form subdivisions that appear in lists by means of a diamond in the margin; henceforth all subdivisions will be explicitly coded. Subdivisions records will be distributed in our weekly tape distribution; they will appear in a separate section in the printed LCSH. Online, subdivision records can be searched with the same strategies as records for headings.

Enhanced CDs
Internal guidelines at LC for cataloging enhanced CDs have been in use for about a year, and CPSO will soon distribute the official DCM documentation for cataloging this format. Subsequently, the guidelines will be published on various LC Web pages in a form for general use by the cataloging community.

AMIM
A draft revision of Archival Moving Images: a Cataloging Manual was posted on CPSO's Web page. There are also directions for obtaining a copy of the draft at http://lcweb.loc.gov/catdir/cpso/amimcovr.html. Comments, accepted until April 9, 1999, may be sent to cpso@loc.gov. Originally compiled in 1984 by Wendy White-Henson of LC's Motion Picture, Broadcasting and Recorded Sound Division (M/B/RS), the current revision, coordinated by CPSO, was undertaken by a committee of M/B/RS staff with contributions from a subcommittee of the Cataloging Committee of the Association of Moving Image Archivists.

**Music Cataloging Advisory Group**

The Music Cataloging Advisory Group continued to meet approximately monthly. The group consists of representatives from M/B/RS, the Music Division, and the music teams in the Special Materials Cataloging Division, with the music policy specialist in CPSO as chair. Some topics on the past year's agenda were cataloging and handling of music materials in remote storage facilities being planned; guidelines for when to use core level cataloging for various types of music materials; new policies for cataloging, workflow, and service for printed materials in all subjects that have accompanying sound recordings (previously bearing call numbers with "Phon Case"); and various aspects of subject headings policy and practice.

**MUSIC DIVISION**

The Music Division is pleased to announce that Ruth Foss has been hired as the head of Performing Arts Reading Room effective March 1, 1999. Ms. Foss has been the Head of Collection Development Section at the National Library Service for the Blind and Physically Handicapped for four years, and has been at the National Library Service since 1983. She actually began her library career in the Music Division in 1966, and is finally coming full circle, following her heart back home.

Once again, the Music Division added significantly to its holdings of many types of American music. This year Erik Johns, librettist for The Tender Land, Aaron Copland's only opera, presented the Music Division with the manuscript draft and other annotated materials for his libretto for the Copland Collection. In addition, the Music Division and the Martha Graham Trust signed an agreement for the purchase of the Graham Archives, which document the career and influences of the innovative American dancer and choreographer. This archive just arrived at the Library in the last week of February. During fiscal year 1998, the Music Division cleared over 700,000 pieces from the arrearage, including items from the Leonard Bernstein Collection, Andre Kostelanetz Collection, Ernst Bacon Collection, and Irving Berlin Collection.

Several websites were completed under the auspices of the National Digital Library program, including "American Ballroom Companion" and the "Leonard Bernstein Collection." In the latter, portions of the collection are represented. In addition, the Music Division has its own website http://lcweb.loc.gov/rr/perform and an e-mail reference service mdiv@loc.gov. Publications produced in 1998 include The Coolidge Legacy by Cyrilla Barr and The Stars and Stripes Forever by John Philip Sousa, a facsimile with a foreword by Frederick Fennell.

The Coolidge Auditorium reopened with a lecture about Mrs. Coolidge. The Juilliard String Quartet returned as the "quartet-in-residence" with Ronald Copes as the new second violinist. The Robert Mann Fund for Chamber Music was established in honor of Robert Mann, who retired from the Juilliard Quartet after 50 years. The George and Ira Gershwin Room opened as a permanent exhibit site in March 1998.

**MUSIC CATALOGING SABBATICAL**

The Special Materials Cataloging Division continues to make the Music Cataloging Sabbatical available. The sabbatical is an opportunity for experienced, working music catalogers to come to the Library of Congress for three to six months and receive one-on-one training with a senior music cataloger in cataloging sound recordings. The participants will also participate in various arrearage reduction projects. If you would like more information, please contact Susan Vita svit@loc.gov or Deta Davis ddav@loc.gov.

**NACO MUSIC**
Joe Bartl continued as the NACO Music primary liaison this past year. The NACO-Music duties included bibliographic file maintenance required by heading changes, clarifying complex policy issues for various NACO-Music catalogers, spending a good deal of time on MDAR corrections, and increasingly, helping MLA to define various types of composition for use in headings and to bring a level of consistency to LC's practice in this regard. LC would again like to express its gratitude to these catalogers for their help in the dynamic and endless process of code review and revision--a service which benefits the entire music cataloging, reference, and research communities.

Richard Hunter continued reviewing only series authority records submitted by Mark Scharff at Washington University. Phil De Sellem continued to serve as a NACO-Music Project reviewer/liaison for approximately ten libraries, many of which are already independent. During 1998, Alice LaSota of the University of Maryland achieved independence in the creation of name/title authorities. Phil has reviewed music subject heading proposals submitted by SACO (Subject Authority Cooperative) libraries. He also serves as the LC liaison to the NACO-AV funnel project administered by Ann Caldwell, Brown University.

CONVERSION TO ENDEAVOR/VOYAGER

The Library of Congress will begin the shift from MUMS, its legacy in-house system, to Voyager in June 1999, and plans to have all staff working in Voyager by October 1, 1999. The first staff to make the change will be the catalogers, and the last will be the acquisition staff. Training for the thousands of affected staff begins in April and will continue through September. Planning for the change has been extremely challenging for all library staff and there is no aspect of our work that will be untouched. In addition, members of the public who search our databases will also be affected. As a result of the implementation of the integrated library system (ILS), the Library projects a short-term increase in its arrearages during fiscal years 1999 and 2000. We cannot predict the future, but we know this is one of the biggest changes we have ever met in our cataloging work.

CLOSING

There is a old Chinese curse that states, "May you live in interesting times." This is definitely an interesting time but it is also a time to look back at the changes that have occurred in just the last quarter century. Improvements in cataloging have undergone rapid, and even exponential changes and expansion, moving from a manual mode, to stand alone computer systems, to networking with utilities, to integrated library systems. This year and next the Library of Congress is looking back even further as it celebrates its bicentennial in the year 2000 and we have planned a year-long multi-faceted program. The concept of "Gifts to the Nation" is central to the bicentennial effort. We hope you will consider visiting during this most eventful celebration.

Respectfully submitted:
Deta S. Davis, Team Leader
Music and Sound Recordings Team I
Special Materials Cataloging Division
Library of Congress

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