



Program for Cooperative Cataloging  
SACO: Subject Authority Cooperative Program

**SACO-At-Large Meeting  
ALA Midwinter  
January 26, 2014  
Philadelphia Convention Center Room 113-C**

The meeting was led by Janis L. Young (Library of Congress, Policy and Standards Division (PSD)) and Paul Frank (Library of Congress, Cooperative Programs Section)

- **STAFFING:**

- Library of Congress Policy and Standards Division staff members Tom Yee and Ron Goudreau recently retired. Beacher Wiggins (Director, Acquisitions and Bibliographic Access Directorate, Library of Congress) is now acting chief of PSD; Paul Frank is currently managing the *LCSH* monthly lists

- **LCDGT:**

- A new vocabulary for demographic groups (**LCDGT**/Library of Congress Demographic Group Terms) is now becoming a reality and should be ready by the end of 2014. The new vocabulary is an outgrowth of the genre/form term project, **LCGFT**
- **LCDGT** will be used to encode demographic information related to the creators, contributors, and intended audience of resources. The data will be encoded in the 385 (Audience Characteristics) and 386 (Creator/Contributor Characteristics) fields of bibliographic and authority records for works
- When coding these elements, separate terms should be used, e.g. Americans and Women, NOT American women, so that one can find fiction by women OR fiction by Americans
- At this time there are not any plans to retroactively apply **LCDGT** terms to existing bibliographic records; plans are to apply **LCDGT** terms going forward

- **LCDGT** work will be done primarily by LC staff
  - The Library of Congress will be using **LCDGT** terms on literature but will also consider using them on non-fiction
- **LCMPT:**
    - The deadline to complete the Medium of Performance terms (**LCMPT**) by December 2013 was met. A Music Library Association (MLA) project group led the work. The tentative list consisting of 802 terms was issued with a date of February 10, 2014.
    - **LCMPT** terms will appear in Classification Web, but will not be loaded into the LC ILS Voyager system and will not appear in <http://authorities.loc.gov>
    - LC is testing a new distribution method with **LCMPT**. In addition to Classification Web, the files in MARC 21 format will be made available via the Acquisitions and Bibliographic Access Website (<http://www.loc.gov/aba/>) and via id.loc.gov, where they can be downloaded in various formats. More information, including the direct URL, will be announced by PSD within a month.
- **LCGFT:**
    - All outstanding Genre/Form term projects (literature, music, religion, and the general terms) will likely be added to **LCGFT** either this year or early in 2015
- **CIP WORKFLOW:**
    - Please route the galley to the Policy and Standards Division, not to the general location where ECIP participants generally route their materials; otherwise, the proposal cannot be reviewed
    - Please use the subject line **ECIP Proposal** for new SACO (*LCSH* and/or *LCC*) proposals related to the processing of CIP materials
- **RESUBMITS:**
    - Complaints have been voiced that SACO members cannot access proposals marked "Resubmit" in order to make updates. This is due to the workflow which requires a time-lag between the issuance of the *LCSH* monthly list (always dated on a Monday) and the final processing of proposals on a monthly list, at which time the proposals marked "Resubmit" are released for editing

- A proposal marked “Resubmit” will be released for editing at the time the contributor receives the automated e-mail notification with the status of the proposal (if you included your email address in the proposal)
- If a SACO member needs to access a proposal marked “Resubmit” before receiving the automated e-mail message, please contact PSD so the record can be released for editing
- Janis is now the contact person for the LCSH Proposal System contractors. She asked whether anyone was not receiving the automated emails even when they included their email address in the proposal. A few people responded in the affirmative.
- (Question from the audience: There was a request to bundle all the notifications into one e-mail message instead of sending individual e-mail messages proposal-by-proposal. Janis will look into this with the contractors) *[Update: Janis asked the contractor about bundling the emails, and he responded that such a change to the programming might have significant and undesired consequences for other aspects of the proposal system. On this basis, we are not moving forward with the idea at this time. Note that the individual emails are generated within seconds of each other and have standard subject lines, so it is possible to quickly sort and identify them.]*

- **FICTITIOUS CHARACTERS:**

- Janis requested a report from the LC/NACO Authority File for personal name authority records containing a 368 field indicating that the entity is a fictitious character. She will ensure that any existing *LCSH* headings for these fictitious characters are canceled. She reminded everybody to search *LCSH* and propose a cancellation when setting up a fictitious character as an RDA name in NACO. Please remember to choose the proper cancellation option to make sure that the request makes it into the right workflow so it can be deleted. *[Update: Janis received the report after ALA and searched each name. She found that approximately 5 percent of the names duplicated LC subject headings for which a cancellation proposal was not made. This is significant, particularly since PSD expects ever-greater numbers of fictitious characters, deities, mythological figures, and legendary characters to be established in the name file. She reiterated the need for NACO and SACO members to make proposals to cancel the subject heading when the name heading has been established.]*
- Janis will request that the Fictitious Character template in the LCSH Proposal System be updated to cover multiples instead of individual fictitious characters,

since the former are still established in the subject authority file. [Update:  
*Done.*]

- The template for Family Names remains in use since family names used as subjects are still established in *LCSH*, not in the LC/NACO Authority File

- **PROJECTS:**

- If you have a local project in your library (e.g., to make new Broader Terms (BTs) to multiple headings), please contact Janis first. Projects such as these require pre-approval from PSD

- **RESEARCH:**

- Please include sufficient research in your proposals. PSD continues to refer proposals for better substantiation (i.e., request that they be resubmitted)

- **MAY SUBD GEOG:**

- Many *LCSH* templates in the *LCSH* Proposal System do not give Geographic Subdivision options because it is the default, based on the nature of the heading being proposed. However, the default value for topical proposals is May Subd Geog (008/06 = "1"). Please remember to change this value as appropriate for your proposal

- **DIACRITICS:**

- Paul reminded everybody that diacritics may be explicitly input in SACO proposals. The former practice of indicating the diacritic in square brackets is not used in the SACO Proposal System

- **ALA ANNUAL 2014:**

- Janis asked for suggestions of topics for a mini SACO workshop for ALA Annual