

Cataloging and Metadata Services Overview

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Cataloging and Metadata Services provides and maintains bibliographic access to all Fondren Library materials in all formats and selected scholarly information through our online catalog and digital repository. We participate in development and creation of access mechanisms for electronic resources through University-wide and national projects.

Staff are involved in digital projects and continue to explore non-MARC metadata schemas, DSpace, and other bibliographic database management and information retrieval software systems. We also create order records for materials in all formats selected for the Library.

In addition to cataloging and ordering, the Cataloging and Metadata Services manages our local authority database and provides maintenance for the bibliographic database, which contains over 2 million records. Cataloging and Metadata Services also provides support for large-scale collection relocation.

Our staff are skilled in a variety of languages and subject areas and are trained to catalog the different formats acquired by the Library. Cataloging and Metadata Services enjoys the expertise of a diverse group of staff committed to processing materials efficiently while maintaining the highest possible standards of cataloging excellence.

We create and edit MARC records utilizing the OCLC (Online Computer Library Center) bibliographic database and our local library system Sirsi Symphony. We build our catalog in accordance with national standards and local guidelines and policies to ensure the best possible access to the library collection for our users.

We strongly encourage and support staff development. Cataloging and Metadata Services collaborates with our Information Technology Department to optimize the use of available technology in achievement of departmental goals.

We are committed to supporting the University's mission of teaching, learning, and research and strive to provide the best possible quality, timely service to our users.