

Course Number & Name: LIS 417 – Subject Cataloging and Classification

Description: This course addresses the theories, principles, and practices of subject cataloging and classification. It covers the application of national standards to the creation of bibliographic records and to the construction of catalogs in libraries and other information environments. It teaches the fundamental concepts of subject cataloging including: understanding the various approaches to and pitfalls in determining aboutness; vocabulary control; the theoretical foundations, structure, and the application of LCSH in subject cataloging; classification theory; and the application of the major classification schemes (DDC and LCC). The course also includes examinations of authority control for subject headings, the MARC format for classification data, and other major subject access systems from around the world, including UDC, Colon, Bliss, Expansive classification, PRECIS, FAST, TGM, AAT, MeSH, Sears, etc. May include readings, discussions, presentations, exams, and written exercises.

Prerequisites: LIS 415

Audience (level, environment/setting): Advanced; all kinds of libraries; people interested in working in cataloging, metadata services, technical services, media, archives, manuscript and rare book collections, and companies providing bibliographic services.

Student Learning Outcomes [by number]: 1, 4, 6, 10

1. Demonstrate the ability to apply standards relevant to specific information service activities.
4. Analyze, synthesize, and communicate information and knowledge in a variety of formats.
6. Assess, create, and evaluate systems for managing content.
10. Analyze information problems and develop solutions, drawing from a wide range of information technology tools and practices.

Topics/List of Lectures:

- Introduction to subject cataloging; Subject cataloging standards
- Aboutness: theories, approaches, practical considerations, personal considerations, models; Vocabulary control
- Library of Congress Subject Headings: history, principles, syntax, structure, MARC encoding, Subject Cataloging Manual instructions, and the future of LCSH
- Classification theory

- Dewey Decimal Classification: history, foundations, principles, structure, MARC encoding, number building, and decision making; Shelflisting and cutting
- Library of Congress Classification: history, foundations, principles, structure, MARC encoding, complex number building, and Subject Cataloging Manual instructions; Shelflisting procedures and cutting
- Other controlled vocabularies (PRECIS, FAST, MeSH, AAT, TGM, Sears, GSAFD.)
- Other classification systems (UDC, Bliss, Colon, NLM, Expansive Classification, etc.)

Suggested Textbooks/Readings

- Taylor, Arlene G. (2006). *Introduction to cataloging and classification*. 10th ed. Westport, CT: Libraries Unlimited.
- Chan, Lois Mai. (2005). *Library of Congress subject headings*. 4th ed. Westport, CT: Libraries Unlimited.

Additional Readings

- Saye, Jerry D. (2000). *Manheimer's Cataloging and Classification*. New York: Dekker.
- Haynes, Elizabeth (2005). *Unlocking the Mysteries of Cataloging*. Westport, CT: Libraries Unlimited.

Course History:

October 2004: discussed at curriculum retreat; no vote needed

October 2005: LIS 416 was dropped, with some of its content incorporated into a revised and renamed *LIS417: Cataloging and Classification* (formerly *Advanced Cataloging and Classification*).

September 2006: *LIS 417: Cataloging and Classification* was split into two separate courses. A new title and description were approved for LIS 417 to refocus it on *Subject Cataloging and Classification*. And a new course, *LIS 531M: Descriptive Cataloging and Metadata*, covering and expanding upon the descriptive cataloging content from LIS 417 was approved.

Document prepared by: Candy Schwartz, 12/04; Revisions made in 6/06 by Daniel N. Joudrey.