

STUDY VISIT REPORT

Library Of Congress, Enoch Pratt Free Public Library,
Walters Art Museum and Princeton University
Libraries

Friday, May 22 to Sunday, June 7, 2009

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PARTICIPANTS

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Bibliotheca Alexandrina, Alexandria, Egypt

Introduction

On Friday, May 22, 2009 Ms. Iman Khairy, Principle cataloger and Mr. Ossama Mahmoud, Senior Cataloger at the Bibliotheca Alexandrina (BA) participated in a specialized “Study Visit” at three major American Libraries. The study visit duration was for two weeks starting on May 22nd to June 7th, 2009. The study visit was a customized Continuing Professional Education (CPE), at three major American libraries: The Library of Congress (LOC), Enoch Pratt Free Public Library and Princeton University Libraries.

The study visit goals include providing us with advanced developmental and educational opportunities that will enable us to acquire the skills and competencies that are needed by the BA. It was also anticipated that we share the materials and ideas we got during the study visit with our co-workers through in-service training sessions or through other appropriate means of communication.

The study visit training program was also designed to enable us to participate most effectively in many of the post study visit training programs offered by BA. The BA started a training initiative named the “International Librarianship Training Program (ILTP)”. The ILTP is aimed to provide training on all aspects of Librarianship to librarians working in newly established libraries in the Arab countries. The study visit was very instrumental in providing us with in-depth knowledge of the Names and subject authority control techniques that we in turn translated and adapted for use in presenting the authority control sessions of the “ILTP”.

The study visit program in each library included a guided tour that usually started with an introduction followed by a briefing on the history of the library. Then we used to have an introductory session and briefings in the several departments we visited in each Library which introduced to us the mission and activities of each department. We also attended sessions at the LOC on international projects and initiatives in which BA is a partner in these projects and initiatives. This report covers all the details of our study visit program.

Schedule & Detailed Visits

Library of Congress (May 26-29, 2009 and June 2, 2009)



Tuesday, May 26, 2009

We started our visit with a welcome coffee with Mr. Philip Melzer, Chief of the Asian and Middle Eastern Division (ASME) and Mr. Paul E. Frank, Cooperative cataloging specialist in the Cooperative Cataloging Section of the Cooperative and Instructional Programs Division and Mrs. Sarah Ozturk, Head of the Middle East Cataloging Section of ASME.

Cooperative and Instructional Programs Division

Then we met Ms. Judith Cannon, Chief of the Cooperative and Instructional Programs Division who gave us an introduction about the Division mission and programs. We learned that the Division provides the necessary and almost all kind of training to support more than 2.000 staff in their work at LOC. The LOC staff have access to educational and training materials to foster learning and professional

development. We also learned that all the training materials were made available for free on the LOC website.

Also we met Mr. Anthony R.D. Franks, Chief of the Cooperative Programs Section who gave us a briefing on the Program for Cooperative Cataloging (PCC) and its components. He also shared with us his article *“International participation in the program for Cooperative Cataloging: present status”* which was published in the ICBC.

Then we started our two days training program on the Name Authority Cooperative Program (NACO), instructed by Mr. Paul E. Frank. The schedule was divided into personal names, corporate/conference names, uniform titles on the first day; geographic names, general functioning of the PCC (Program for Cooperative Cataloging) on the second day.



Ossama & Iman with Mr. Paul E. Frank and Mr. John N. Mitchell

Wednesday, May 27, 2009Network Development and Marc Standards Office (NDMSO)

After we completed the NACO training with Mr. Paul E. Frank. We visited the NDMSO and met Ms. Sally H. McCollum, the Office Chief who gave us a briefing on the mission and activities of the Office. Then we asked some questions about Marc format for authority data.

The Asian Middle East Division (AMED)

We had a session with Mr. Fawzi Tadros who gave us a brief background of the AMED mission and services. The AMED is divided into three sections: the African, the Hebraic, and the Near East. The three sections together cover 77 countries and regions from Southern Africa to the Morocco and from the Middle East to central Asia. Each section plays a role in the Library's acquisitions program; offers expert reference and bibliographic services to the Congress and researchers in USA and abroad; develops projects, special events, and publications; and cooperates and participates with other institutions, scholarly and professional associations in the USA and abroad.

Middle East Section

We visited the Middle East Section and met Ms. Sarah S. Ozturk, Head of the Middle East Section who gave us a brief background of the Section activities and mission. Then we had a session with Mr. Allen Mabbery, Senior Cataloger at the Middle East section, Mr. Mabbery clarified many Arabic cataloging special cases, and we met also Mr. Michael Cheyt who gave us a background about the Electronic Cataloging in Publication (E-CIP).

Thursday, May 28, 2009Policy and Standards Division (PSD)

Dr. Barbara Tillet, Chief of the Policy and Standards Division, gave us a brief background of the (PSD) organizational structure, mission and activities. We discussed the BA participation with its Arabic names authority file as part of the Virtual International Authority File (VIAF). Also we shared some ideas about the standards of establishing Arabic names with Ms. Ana Lupe Christan, Senior name authority policy specialist. Then Mr. Tom A. Yee, Senior subject authority policy specialist gave us

briefings about the development and updating of the Library of Congress Subject Headings (LCSH). Then we discussed the subject heading proposals related to Middle Eastern topics that we propose through the Arabic Funnel of the LC Subject Authority Cooperative Program (SACO). Finally, Ms. Libby Dechman, Senior subject authority policy specialist gave us a session on the Authorities and Vocabularies Project.

Dewey Decimal Classification Section

Then we visited the Dewey Decimal Classification (DDC) Section and met Ms. Eve Dickey, the Section head who gave us a brief background of the section activities and mission. Then we met Ms. Julianne Beall, and Ms. Rebecca Green, Assistant editors of the DDC. We discussed the Bibliotheca Alexandrina proposed expansions of Islamic topics class numbers in the DDC.

Guided tour

Then we attended a guided tour in the LOC buildings. We enjoyed looking at the Thomas Jefferson Building paintings and decoration. We also learned about some of the LOC valuable collections, which encompass nearly all eras and subjects, with a multitude of strengths such as some books from the personal library of Thomas Jefferson; some illustrated books, miniature books, artists' books, American children's books. Also we saw one of the Gutenberg Bibles.

World Digital Library (WDL)

At the end of the day we met Ms. Donna Sokol from the World Digital Library (WDL) who gave us background about WDL project. The idea behind this project is to make different types of materials in various languages available online. The BA is also one of the WDL project partners.

Friday, May 29, 2009



Iman & Ossama with Mr. Allen Mabbery

Middle East Section

We completed the training sessions on cataloging Arabic materials with Mr. Allen Mabbery, Senior Cataloger at the Middle East section. Mr. Mabbery answered all our questions related to special cases in cataloging Arabic materials.

Tuesday, June 2, 2009

We had sessions with Mr. John N. Mitchell, Cooperative Cataloging Program Specialist and Mr. Paul E. Frank on the Subject Authority Cooperative program (SACO), the subject headings proposals, the Subject Cataloging Manual (SCM), and the LC classification proposals.

Enoch Pratt Free Library

Monday, June 1, 2009



On Monday, June 1, 2009 we visited the Enoch Pratt Free Library, which is considered to be one of the oldest free public library systems in the United States. We visited several library departments and learned about their scope of work, activities and services. Our visit included: The Collection Management, Resource Delivery, Sailor Department, Systems Department and the Children's Department. We also had a tour in the Library building and learned about their different services and centers. Finally, we visited the stores which gave us a glimpse and information about their holdings.

Collection Management Division

Ms. Patricia Costello, Chief, Neighborhood Services took us in a tour in the Collection Management Division and introduced us to the Division team, who explained

to us the workflow and the system they use and the duties they carry out. The Collection Management Division is responsible for selecting, purchasing, processing, cataloging and preservation of all library materials. We also visited an exhibition on preservation techniques where we learned about the preservation methods of different types of materials including personal belongings.



Preservation Exhibition

Resource Delivery

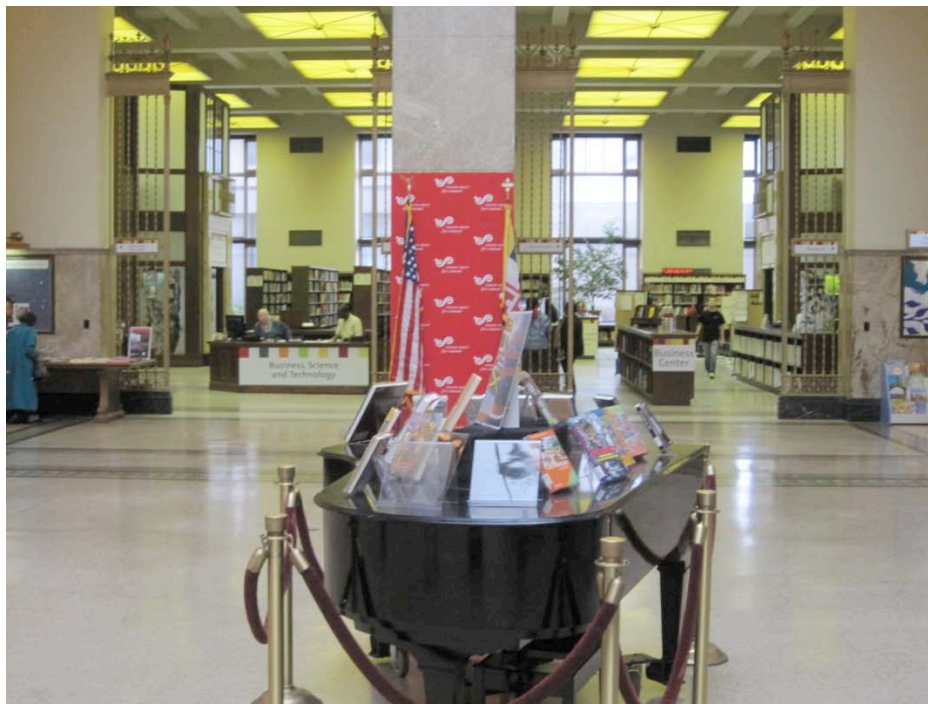
At the Resource Delivery Department, Mrs. Wendy Dobson, Department Manager introduced us to the staff who gave us information about their services. The Resource Delivery Department is comprised of three of the library organizational units with overlapping functions: Circulation, Interlibrary loan, and Stacks and Shelving. We saw how books are being sorted out and delivered for interlibrary loan services.

Systems Department

The systems Department is responsible for managing the information technology and telecommunications network for the Library. Mr. Michael Walsh gave us an overview about the Department units and the duties of the staff, which include managing and maintaining the computers, developing applications and programming support. Mr.

Walsh introduced us to the team and toured us in the computer and Servers Room. Then we had the lunch with the Library administration and chatted on different things.

Tour in the Central Library



Finally, Mr. Wesley Wilson toured us the Library During the tour we were able to see the Children's Department where they serve children from birth to age 12. They offer weekly programs for babies, toddlers, preschoolers. One of their featured programs is Mother Goose on the Loose, an early literacy program that uses rhymes and songs to help pre-reading children to get ready for reading. We also visited the Fine Arts and Recreation and the Sights & Sounds Departments, where we got to know about their collection and services. We also visited the closed stacks and got to know how they store and classify photographs and pictures and special format books.

Walters Art Museum

Wednesday, June 3, 2009



Iman, Dr. Shultz and Internship Student at the Walters Museum Library

On Wednesday, June 3, 2009 we visited the Walters Art Museum and met Dr. Regine Schultz, Curator, Walters Art Museum who introduced to us the Egyptian Corner Project. We also joined Dr. Shultz while attending a lecture on Conflict management. Then we visited the Museum's library where we got an overview on some of its valuable rare collections. The library of the Walters Art Museum is an important source for research in art history, serving the museum's staff, visiting scholars, students, and the interested public. The library contains a collection of more than 120,000 books, periodicals, and auction catalogues encompassing the history and theory of art and architecture. The library's collection is very rich in research materials related to the

museum's collections, which ranges from ancient Egyptian and Mesopotamian art to 19th century European and American paintings and sculptures. We had a tour in the main library, Manuscripts and Rare Books Section which holds more than 900 illuminated manuscripts for the period of 300 BC to the 19th century. The Manuscript Collection also include valuable Islamic manuscripts.

Then we met with Mr. Abigail Quandt, Head of Book and Paper Conservation, who introduced to us different conservation projects. We learned from him about one of the Museum significant conservation projects which is the “Archimedes Palimpsest” conservation treatment work as well as imaging and analytical studies of the Archimedes manuscript. The work involves disbinding the manuscript and preparing it for imaging using a variety of digital and x-ray based scanning systems. Challenges to the work of recouping the manuscript include previous physical damage to the parchment, the addition of a second text (known as a palimpsest) over the original writing, and the fragile nature of the leaves. We also visited different departments in the museum and learned about their different services to students and the public and also we had a session on their website development and content reorganization.



Iman & Ossama with Mr. Abigail Quandt and Internship Student.

Princeton University Library

Thursday, June 4-5, 2009



We started our visit to Princeton with a welcome coffee with Ms. Joyce E. Bell, Coordinator of the Arabic Funnel of the LC/NACO and SACO programs and also the Middle East cataloging team at Princeton. Then we started the two days training sessions with Ms. Bell. The training sessions included General overview and discussion of establishing Arabic classical names and Arabic corporate bodies on the first day, Arabic Geographic names and Subject headings related to Middle Eastern topics on the second day.

Acknowledgement

We are also very grateful to the Baltimore Friends of the Bibliotheca Alexandrina in particular Mr. Abdelwahab Elabd, and the Baltimore Luxor Alexandria Sister City Committee for supporting our trip with special thanks to Mr. Elabd and Mrs. Riolo who took care of all the arrangements, accommodation, transportation and visits programs in each library. We also sincerely thanks Mr. Elabd, Mrs. Riolo and her husband Mr. Maher, Dr. Lewis and Dr. Samia, Ms. Jeremy El Gezery and Mrs. Sandry El Gezery and her lovely son Zein for their kind hospitality while accompanying us in touristic visits. We are also thankful to the host librarians for their time and efforts. It was really a valuable and rewarding experience.



Iman & Ossama with Mr. Elabd

Conclusion

The significant training we received during the study visit enhanced our knowledge in establishing Arabic name and subject authority files for Arabic cataloging, and will enable us to better revise records developed by other catalogers and to participate more effectively in all the BA international Arabic cataloging projects. Again we thank the Egyptian Friends of the BA, the Baltimore-Alexandria Sister City Committee and all the host Librarians for their time and efforts.