

BIBLIOGRAPHIC SHARING THROUGH THE
CANADIAN CATALOGUING IN PUBLICATION PROGRAM

Havelin Anand
Systems Librarian
Cataloguing Branch
National Library of Canada
Ottawa, Ontario
K1A 0N4

ABSTRACT

This paper describes the Canadian Cataloguing in Publication Program and the resources that are shared by the participating libraries and publishers.

LE PARTAGE DE RESSOURCES BIBLIOGRAPHIQUES A TRAVERS
UN PROGRAMME DE PUBLICATION DE CATALOGUES COLLECTIFS CANADIEN.

RESUME

Cette étude est une description du programme de publication des catalogues canadiens que partagent toutes les bibliothèques et maisons de publications qui en sont membre.

CANADIAN CIP PROGRAM

The decentralized Canadian Cataloguing in Publication (CIP) Program, which was begun by the National Library of Canada (NLC) in January 1976, successfully completed its pilot stage in December 1977, and has been an operational program since January 1978.

PURPOSE OF CIP

The purpose of Cataloguing-in-Publication is to provide internationally acceptable cataloguing data for printing in books and to distribute this bibliographic data in Canada and abroad prior to publication.

HOW DOES CIP WORK?

Publishers are asked to submit galleys or photocopies of title pages of forthcoming publications and other publishing information to the appropriate cataloguing agency for cataloguing before the books are published. The cataloguing information is verified by the National Library and is then released by the cataloguing agency to the publishers who are requested to print the data in the books.

RESPONSIBILITY OF THE AGENT LIBRARIES

York University libraries and the University of British Columbia library are agent libraries for the commercial part of the program. York University libraries have responsibility for CIP transactions with trade publishers in eastern Canada. The University of British Columbia library deals with trade publishers in western Canada. These libraries were involved in the shared cataloguing in publication program prior to 1976, and are located in major publishing centres of Canada.

In 1978 the program was expanded to cover the provincial government documents of British Columbia and Ontario. The Legislative Library, Victoria and the Bibliographic Centre, Ministry of Government Services, Ontario, are the agents for the publications of their respective government. These two provinces were the first to approach the NLC for inclusion of their provincial government documents in the Canadian Cataloguing in Publication Program.

CANADIAN CIP PROGRAM

The agent libraries provide Canadian publishers (commercial and government) and the NLC with catalogue entries for each book submitted for pre-publication cataloguing. Publishers arrange to print these entries in their books (on the verso of the title page). The NLC inputs records for these entries into its bibliographic data base, prints them as CIP records in the printed and Computer Output Microfiche (COM) issues of Canadiana, and produces them on magnetic tape in Canadian Machine-Readable (CAN/MARC) format. The tapes are distributed by the NLC via the MARC Records Distribution Service (MRDS) in advance of the publication of the books.

NOTE: When confidentiality is necessary, government documents are input into the Canadiana cataloguing subsystem only after they are officially released by the publishing department.

A decentralized CIP program ensures that the cataloguing agencies are located close to the publishing houses. This proximity results in familiarity with publishing patterns and permits speedier cataloguing.

RESPONSIBILITY OF THE NATIONAL LIBRARY OF CANADA

The NLC coordinates the CIP program in Canada. It also provides publishers in the Ottawa area with CIP data. Besides distributing CIP data internationally through its bibliographic services, the NLC updates the CIP records upon receipt of the books on legal deposit and reissues full MARC records through the Canadiana products and MRDS services.

SCOPE OF THE PROGRAM

At present the program is restricted to monographic trade publications and monographic publications of the governments of British Columbia and Ontario. These include reference books, children's books, textbooks, original quality paperbacks and monographic loose leaf services. As the program expands, different types of materials and publications of other provinces and of the federal government will be added. Additional agent libraries may be designated.

All monographic titles published in Canada are eligible for CIP. For CIP purposes, Canadian books are those which carry the imprint of a Canadian publisher on the title page. Guidelines governing the treatment of co-published books have been created and are followed by the U.S., Australia, Brazil and Canada. If a title carries the imprint of a certain country, it is treated by the program of that country. When multiple cities are listed on the title page under one publisher's name, the first prominently named city determines which CIP program will process the title.

CANADIAN CIP PROGRAM

In order to achieve the objectives of CIP and to ensure that the publishing industry and the library community realize fully the benefits of CIP a number of resources have to be expended. Before I get into resource sharing for CIP I would like to dwell for a few minutes on the advantages of CIP to the publishing industry and to the library community.

ADVANTAGES OF CIP TO THE PUBLISHING INDUSTRY

CIP benefits the Canadian book trade by disseminating information about forthcoming titles in a standardized format in Canada and abroad. CIP data is distributed in the following ways:

- (a) on the verso of title page of many recent imprints;
- (b) in Canadiana and its related products, including Canadiana, Microfiche and CAN/MARC tapes. The tapes are distributed to the U.S., Britain, France, Australia, and Belgium through the NLC's exchange agreements with those countries;
- (c) through the MARC Records Distribution Service (MRDS) of NLC whose subscribers include government and private institutions, public, college, university and special libraries, book jobbers, book sellers, acquisition departments and SDI services. MRDS provides bibliographic data on MARC tapes and cataloguing cards to the Canadian library community.
- (d) the "Forthcoming Books" Section of Quill and Quire

The CIP service is free of charge to publishers. The NLC absorbs the costs of sending material from the publishers to the cataloguing agencies and of returning the CIP data to the publishers.

ADVANTAGES OF CIP TO THE LIBRARY COMMUNITY

CIP helps librarians to reduce time and cost of cataloguing and enables them to send new books quickly to the shelves.

CIP speeds up the publication of Canadiana, Canada's national bibliography. Before a book is published, CIP data can be processed for inclusion in Canadiana. Thus CIP helps maintain the currency of material recorded in Canadiana.

CIP supports standardized cataloguing practices which aid the national and international dissemination of bibliographic information. The cataloguing data is timely. Libraries with on-line system facilities can have access to "CIP" and "CIP rev" full MARC records as soon as these are input into the data base. MRDS offers libraries tape and/or card output at a minimum cost.

The NLC produces a monthly printout of forthcoming titles with projected dates of publication. The printout encourages prompt legal deposit of the material at the NLC.

CANADIAN CIP PROGRAM

CIP helps establish new name and subject data before the books are published.

The extension of the CIP program to include some provincial government documents is the first step to providing subject access to government documents in Canadiana.

In the Cataloguing-in-Publication Program resources like human resources, time, money and materials are shared between the National Library of Canada and the agent libraries.

The National Library of Canada like other Federal Government Departments is attempting to adopt the policy of contracting out projects to the non-government sector, and, at the same time to involve itself in cooperative projects with libraries in the various regional centres of Canada. CIP is one such program.

SHARING OF HUMAN RESOURCES

There are three cataloguers at the University of British Columbia Library, three cataloguers at York University Libraries, four cataloguers at the Legislative Library of British Columbia, Victoria and one cataloguer at the Bibliographic Centre, Ministry of Government Services, Toronto, all of whom do original cataloguing for CIP items. There are about eight librarians at the National Library of Canada who are involved either in doing original cataloguing for CIP items submitted by publishers in the Ottawa area, or in verifying the catalogued entries submitted by the agent libraries.

TIME

Information flow is greatly facilitated and speeded up because the agent libraries are located close to the source of the publications. Publishers and CIP agents send material back and forth through the local courier services and, in this manner, manage to accommodate the tight publishing schedules of the publishers.

For verification purposes the CIP records are sent by the agent libraries to the NLC via, telex, IUTS (Inter University Transit System) and Special Delivery and sometimes by telephone. The NLC verifies the catalogued records within one working day and releases them over the telephone to the agent libraries who in turn release them to the publishers.

CIP record identified by the symbol "CIP" are in the CAN/MARC (Canadian Machine Readable Cataloguing) data base within two weeks after they are released to the publishers. These records appear in full MARC format with the symbol "CIP rev" in the data base within 2-3 weeks after the book is received on legal deposit in the Legal Deposit Office of the NLC.

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MONEY

York University and UBC libraries are under contract to the NLC which pays them a certain sum for each title catalogued for the CIP Program. NLC absorbs the postage costs for materials sent by publishers to the agent libraries and for CIP data sent by the agent libraries to the publishers. Telephone charges incurred by the agent libraries while on CIP business are also absorbed by the NLC.

MATERIALS

Working copies of publications of NLC, Cataloguing Branch, such as Canadiana, Microfiche, Canadiana Authorities, policy manuals on the treatment of the various types of Canadian materials, AACR rule interpretations, LC and Dewey (classification schedules) additions, changes and modifications, Class FC and PS8000 schedules, and CIP manuals are distributed free of charge to the agent libraries.

Full resource sharing involves multilateral decision making and multidirectionality of services. In order for any cooperative project to succeed there must be substantial contribution from all the participants in the cooperative venture. Participants must be involved in the planning, organizing and coordinating of the cooperative project. They must be committed to fulfilling the needs of clientele other than their own.

York University Libraries, UBC library and the NLC were involved in the original planning of the CIP program. Both agent libraries and NLC held several invitational seminars, workshops and information sessions to educate both librarians and publishers about the program. They spent a considerable amount of time visiting individual publishers to promote the program. The CIP Manual, workflow procedures, modes of communication and transportation, forms design, CIP conventions and standards were the result of the collaboration of NLC and the agent libraries.

Service is the name of the game in the CIP programme. NLC and the agent libraries manage to meet a 24 hour turnaround time to accommodate the tight publishing schedules of the publishers. CIP is given top priority at all the libraries involved in the CIP project.

How effective is resource sharing between the NLC and the agent libraries which are so geographically separate? The agent libraries respond to the publishers whether they are in Vancouver, B.C. or in St. John's, Nfld. Problems of distance have been largely overcome by telephone and telex. Daily contracts are maintained between NLC and the agent libraries to ensure the smooth running of the program. The implementation of on-line computer to computer links and possible telefacsimile links between the agent libraries and NLC will facilitate the flow of information even further.