Partnerships for Providing Access to Library Resources

Pushing the Envelope at the University of Oregon Libraries

by

Carol Hixson
Head, Catalog Department
University of Oregon Libraries
Changing nature of bibliographic control

• Catalogers no longer have a monopoly on organizing library materials and providing access to them

• Libraries are being asked to provide access to more and more materials, including those we don’t own or license

• No one can go it alone
LIBRARY INITIATIVE, 2000-2002: ACCESS TO COLLECTIONS

Final report

Bibliographic Access Initiatives

- Aggregator Databases
- Bibliographic Access Options: An Overview
- Uncataloged Collections Survey
  - Uncataloged Collections Survey Form
  - Reading and Understanding Survey Results
  - Uncataloged Collections Survey Results: General
  - Uncataloged Collections Survey Results: Photograph Collections
  - Survey Results and Recommendations: Memo to Library Council 9/20/01

Subgroups

- Collection Priorities Subgroup
- Core Data Elements Subgroup
BIBLIOGRAPHIC ACCESS AT THE UNIVERSITY OF OREGON: AN OVERVIEW

What is bibliographic access?

Bibliographic access is the systematic description and analysis of library materials to enable people to find, select, and retrieve (physically or virtually) those same materials. Bibliographic access has traditionally been considered to be the province of cataloging departments. In reality, however, there have always been some types of bibliographic access that have been provided by groups other than catalogers: for instance, bibliographies have traditionally been provided by subject specialists and many indexes and abstracts have been provided by commercial vendors. With the explosion of new metadata schemes and new technologies, there are many possible ways of providing systematic bibliographic access to a wider range of library materials.

What is metadata and why do we care about it?
Key concepts of the white paper:

• Different levels and types of access are acceptable and necessary for different kinds of materials

• Not all access has been or will in the future be provided by catalogers

• Success rests on developing partnerships among different groups

• Although different mechanisms may be utilized for providing bibliographic access, the long-term goal is a single portal for library users
Uncataloged Collections at the University of Oregon: Survey

(BEFORE filling out this form, please consult the Bibliographic Access Document for more detail about some of the options and for explanations of the terms. Please fill out separate forms for each collection. Contact Carol Hixson if you have questions about the form. A member of the Access to Collections Group will contact you shortly after you submit your form to discuss your project. THANK YOU for your help!)

- Name of Collection:

- Contact Person's Name:

- Contact Person's Phone Number:
Physical Format of Materials: Paper

Type of Materials: Monographs

Physical Condition of Materials: Good to Excellent

Extent of Collection Number of items, shelves, boxes, etc.:

Time Period Covered by Materials:

Local Arrangement, If Any (local call number, accession number, etc.):

Existing Bibliographic Access to Materials: None
<table>
<thead>
<tr>
<th>Name of collection</th>
<th>Collection size</th>
<th>Condition</th>
<th>Arrangement</th>
<th>Format</th>
<th>Time period</th>
<th>Current access</th>
<th>Access desired</th>
<th>Classification desired</th>
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<td>title</td>
<td>mono</td>
<td>1500-1600</td>
<td>other</td>
<td>item</td>
<td>LC</td>
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<td>G to E</td>
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<td>ca 500</td>
<td>G to E</td>
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COLLECTION PRIORITIES SUBGROUP

of the Access to Collections Library Initiative

Final report

Background or Working Documents

- Complete Listing of Uncataloged Collections, September 2002
- Collection-Level Rankings Worksheet, revised September 2002
- Item-Level Rankings Worksheet, revised September 2002
- Uncataloged Collections Survey Results: General
- Uncataloged Collections Survey Results: Photograph Collections
- Reading and Understanding Survey Results

Minutes

- October 19, 2001
<table>
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<tr>
<th>Collection Name</th>
<th>Current Bib Access</th>
<th>Research interest</th>
<th>Physical Access</th>
<th>Staffing</th>
<th>Rec. avail.</th>
<th>Total pts</th>
<th>Lib. of record</th>
<th># of items</th>
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<td>OR local plan docs.</td>
<td>PROJECT</td>
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<td>DONE</td>
<td>DONE</td>
<td>DONE</td>
<td>DONE</td>
<td>DONE</td>
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<tr>
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<td>LSTA grant</td>
<td>LSTA grant</td>
<td>LSTA grant</td>
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<td><strong>3.65</strong></td>
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COLLECTION-LEVEL CATALOGING AT THE UNIVERSITY OF OREGON

- Background and Introduction
- Collection-level Policy Statement
- Data Elements and Examples
- Data Survey for Collection Curators
- Library of Congress Collection Level Cataloging Instructions (DCM C14)

Back to Catalog Dept. Home Page ...

Last updated: 26 October, 2001
chixson@oregon.uoregon.edu
COLLECTION-LEVEL CATALOGING AT THE UNIVERSITY OF OREGON: DATA SURVEY FOR COLLECTION CURATORS

When you are ready to have access to a collection of materials provided through a collection-level bibliographic record, contact the **Head of the Catalog Dept.** A cataloger will be assigned to work with you and will discuss the information needs for your collection with you. There may be system or other limits that will need to be taken into account as the Catalog Department works with you to create a bibliographic record for your collection.

To help us prepare for cataloging Library materials at the collection level, we would like you to prepare answers for or think about the following questions. The questions are designed as a checklist for collection curators and catalogers to facilitate the discussion.
**PPPM terminal projects**  

**Title**  
PPPM terminal projects  

**Publisher**  
[1963]-  

### Connect to PPPM Terminal Projects Database

<table>
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<tr>
<th>LOCATION</th>
<th>CALL NUMBER</th>
<th>STATUS</th>
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</thead>
<tbody>
<tr>
<td>DOCS UNCAT</td>
<td>Exit Proj</td>
<td>AVAILABLE</td>
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</tbody>
</table>

**Description**  
v.; 28 cm  

**Summary**  
Collection includes terminal projects written by graduate students in the University of Oregon's Dept. of Planning, Public Policy and Management (PPPM) and predecessor programs. Projects are indexed in PPPM terminal projects database, available on the World Wide Web. Address: http://libweb2.uoregon.edu/docs/pppm.asp  

**Notes**  
Shelved by project number  

**Alt author**  
University of Oregon. Dept. of Planning, Public Policy and Management  
University of Oregon. Dept. of Urban and Regional Planning  
University of Oregon. Dept. of Urban Planning  
University of Oregon. Public Policy and Management Program  
University of Oregon. Community and Regional Planning Program  
University of Oregon. Public Affairs Program  

**Alt title**  
PPPM exit projects
PPPM Terminal Projects Database

You may use this database to search for terminal projects written by graduate students in the Department of Planning, Public Policy and Management (PPPM) or predecessor programs since the 1960's. These projects, which are non-circulating, are shelved by project number in the Knight Library's Government & Business Information Service. To search for PPPM theses through the UO Library's catalog, click on the link at the bottom of this screen.

Title keyword

Author's Last Name

First Name

Year

To (Optional)

Project number

To (Optional)

Search for: [University of Oregon, Department of Planning, Public Policy and Management, Theses]
Providing Access to University Collections not owned by the UO Libraries

The University of Oregon Libraries offers the following array of services to UO departments and programs.

PROVIDING ACCESS TO COLLECTIONS IN CAMPUS DEPARTMENTS THROUGH THE LIBRARY'S ONLINE CATALOG:

If a campus department's collection fits within the scope of the Library's collection policies, the Library may add records into its online catalog for the materials in the department. In such cases, the following guidelines apply:

- The materials remain the property of the campus group or department.
- Records in the online catalog indicate that the items are available for campus use at the campus department. No interlibrary loan or Orbis requests will be provided for materials in the collection.
- After the collection has been entered into the Library's online catalog, the owning department is responsible for providing the Library with lists of new items which should be added to the library's catalog, as well as lists of items that have been removed from the owning department's collection.
- The owning unit retains sole responsibility for preserving, securing, and circulating the materials. The Library will not provide for online circulation.
- If a department wants a list of all of their items which are represented in the online catalog, library staff will create this list upon request.

Contact: Head of Catalog Department. Carol Hixson (chixson@oregon.uoregon.edu, or 541.346-3064)

Procedures for Campus Departments and Library Staff
**Title**  
Queer family values : debunking the myth of the nuclear family / Valerie Lehr

**Author**  
Lehr, Valerie, 1961-

**Publisher**  
Philadelphia : Temple University Press, 1999

<table>
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<th>LOCATION</th>
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</tr>
<tr>
<td>LGBTTESS</td>
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<td>AVAILABLE</td>
</tr>
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**Description**  
x, 212 p. ; 23 cm

**Notes**  
Includes bibliographical references (p. 189-202) and index

**Series:**  
*Queer politics, queer theories*

**L.c. subject**  
*Gay parents -- United States*  
*Family -- United States*  
*Gay rights -- United States*
Locating Library Materials: Lesbian, Gay, Bisexual, Transgender Education and Support Services Program Library

The UO Library Catalog contains records for materials located in the LGBTESS Office.

They are available in the Oregon Hall, Room 164, to all UO students, faculty and staff. (The LGBTESS Office is located inside the Office of Student Life. Hours: Monday - Friday, 8:00 am - 5:00 pm.)

Please see the LGBTESS Web site for more information about this collection and the hours it is available, or contact the Center's director, Chicora Martin (program@darkwing.uoregon.edu, or 541-346-1134).

- Use the Back button in your browser to return to your search.
<table>
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<th>Num</th>
<th>Mark</th>
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<th>LC Call Nos (13-24 of 4997)</th>
<th>Description</th>
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<td></td>
<td>g3701s.C3 var. .U5, HA-107 (VF-Sci)</td>
<td></td>
<td>Water-table, surface-drainage, and engineering soils map of the Georgetown quadrangle, Delaware [cartographic material] / by Durward H. Boggess, John K. Adams and Christian F. Davis; prepared in cooperation with the Delaware Geological Survey and the Delaware State Highway Department; MAP LIB.</td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>g3701s.C3 var. .U5, HA-108 (VF-Sci)</td>
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<td>Water-table, surface-drainage, and engineering soils map of the Harbeson quadrangle, Delaware [cartographic material] / by John K. Adams and Durward H. Boggess; prepared in cooperation with the Delaware Geological Survey and the Delaware State Highway Department; MAP LIB.</td>
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<tr>
<td>15</td>
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<td>Water-table, surface-drainage, and engineering soils map of the Rehoboth Beach area, Delaware [cartographic material] / by Durward H. Boggess, John K. Adams, and Christian F. Davis; MAP LIB.</td>
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<td></td>
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<td>Geology and hydrology of alluvial deposits along the Ohio River in the Stanley area, Kentucky [cartographic material] / by John T. Gallahe; prepared in cooperation with the Commonwealth of Kentucky, the University of Kentucky, Kentucky Geological Survey and the Kentucky Department of Conservation; MAP LIB.</td>
</tr>
</tbody>
</table>
MANUSCRIPT CATALOGING AND EAD: A PARTNERSHIP WITH SPECIAL COLLECTIONS

In October 2000, the head of the Catalog Department and the head of the Division of Special Collections and University Archives began to plan for a partnership between Catalog Department and Special Collections staff to create MARC records and EAD finding aids for manuscript and archival collections owned by the University of Oregon.

Two separate initiatives were undertaken to bring this to fruition. First, Special Collections staff received training in the application of the MARC format, basic cataloging principles such as authority control and subject analysis, and OCLC searching and input. A comprehensive manual was developed and numerous records have been entered into OCLC and the Libraries’ online catalog. (Search under the title Davenport family papers to see a sample record.)

Special Collections and Catalog Dept. staff use the information in finding aids already developed for processed collections to create the basic MARC record in OCLC. The records are then jointly reviewed, with Catalog Dept. staff reviewing for
### Davenport family papers, 1848-1966

<table>
<thead>
<tr>
<th>Location</th>
<th>Call Number</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manus.</td>
<td>Ax 242</td>
<td>Lib Use Only</td>
</tr>
</tbody>
</table>

**Description**: 5 linear ft. (18 containers)

Collection consists primarily of correspondence, memoirs, literary manuscripts, photographs, newspaper articles and original political cartoons. The first two series in the collection contain materials produced by or relating to T.W. (Timothy Woodbridge) Davenport and Homer Calvin Davenport, both influential in late nineteenth century state and federal politics. The T.W. Davenport Papers include documents relating to pioneer life in Oregon; the Homer Davenport material reflects his career as a political cartoonist and the breeding of Arabian horses.

**Notes**: The Davenport Family migrated to Oregon Territory in 1851, settling on a 320-acre donation land claim in the Waldo Hills of the upper Willamette Valley. T.W. Davenport (1826-1911) engaged in surveying and farming but was always politically-minded. Spurred by their abolitionist beliefs, T.W. and his father, Benjamin helped organize the Republican Party in Oregon. With the outbreak of the Civil War in 1861, T.W. served as an Indian Agent of the Umatilla Agency; later, he served in the state legislature. Homer Davenport (1857-1912), son of T.W., became an internationally known political cartoonist, working for the San Francisco Examiner and the New York Journal. With the aid of friend Theodore Roosevelt, Homer Davenport traveled to the Ottoman Empire,
Guide to the The Ku Klux Klan Tillamook, Oregon Chapter No. 8 Records. 1922-1929

<table>
<thead>
<tr>
<th>Title:</th>
<th>Guide to the The Ku Klux Klan Tillamook, Oregon Chapter No. 8 Records</th>
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</thead>
<tbody>
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<td>Dates:</td>
<td>1922-1929</td>
</tr>
<tr>
<td>Abstract:</td>
<td>The Ku Klux Klan, Tillamook Chapter No. 8 was active from 1921 through 1938; its activities were mostly anti-Catholic and anti-Semitic. The collection contains correspondence, minutes, reports, membership lists and paraphernalia, financial records, an account ledger, and costume insignia. Included are some records pertaining to the Klan’s Empire Mutual Life Insurance Company, a national organization.</td>
</tr>
<tr>
<td>Quantity:</td>
<td>1.25 linear foot (4 containers)</td>
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<tr>
<td>Identification:</td>
<td>Bx 46</td>
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</tbody>
</table>

After WWI the Ku Klux Klan, which had been largely suppressed since the 1870s, underwent a national resurgence under the leadership of William Joseph Simons. The re-established Klan retained its former goals of white supremacy and sectional patriotism, but added new targets of religious, cultural and social bigotry to its agenda. During the 1920s the Klan grew into the largest anti-Negro, anti-Semitic, anti-Roman Catholic and anti-immigrant organization in the history of the US. This growth reached Oregon in 1921 when out-of-state Klan organizers arrived in Medford and began enrolling members around the state. According to Eckard Vance Toy, “The peak of Klan power in Oregon was reached during 1922 and 1923 when the Klan’s lobbyists and political organization applied continual pressure upon...
<table>
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<th>Last updated: 10-31-02 Created: 10-31-02 Revision: 1</th>
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</tr>
<tr>
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<td>10 LCHKIN: - - 17 TOT RENEW: 0 23 IMESSAGE:</td>
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<td>11 INVDA: 0 18 LOCATION: oruj 24 OPACMSG:</td>
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<tr>
<td>05 PRICE: $0.00</td>
<td>12 # RENEWALS: 0 19 LOANRULE: 0 25 YTDCIRC: 0</td>
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</tr>
<tr>
<td>27 090</td>
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<td>28 VOL</td>
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To modify a particular field, Key its number

To FULL Screen Editor Z > MOVE Fields X > Link to addl bib rec

I > INSERT a Field D > DELETE a Record + > ADDITIONAL options

METADATA IMPLEMENTATION GROUP

The Metadata Implementation Group was formed as a working group of the Digital Library Initiative.

Membership

- Carol Hixson, Convener, Catalog Dept.
- Bob Felsing, Collection Development
- Nathan Georgitis, Catalog Dept.
- Corey Harper, Catalog Dept.
- Normandy Helmer, Special Collections and University Archives
- Jon Jablonksi, Science Librarian
- Andrew Nicholson, Map Librarian, Document Center
- Lori Robare, Catalog Dept.
- Christine Sundt, Visual Resources Center
- Bruce Tabb, Special Collections and University Archives

Charge:

- Define the data elements the UO Libraries will use for describing digital resources and develop a data dictionary for each project;
- Consider the existence of crosswalks and interoperability in those decisions; and
- Consider the use of standardized lists of names or subject terms, such as the Online Name Authority File, LCSH, AAT, etc.
Local resources and working documents

- **Boundless** (UO's CONTENTdm test site)
- Moorhouse Data Dictionary (Table format) (April 13, 2003)
- Moorhouse Data Dictionary (List format) (April 13, 2003)
- Moorhouse Subject List Analysis (March 26, 2003)
- Moorhouse Subject Work Phase I: Steps (March 26, 2003)
- Moorhouse Vocabulary List (total listings for all 3 categories: March 25, 2003)
- Moorhouse Subject Terms List (March 25, 2003)
- Ulmann Data Dictionary (revised February 5, 2003)
- Ulmann Picture Gallery
- Doris Ulmann Photograph Collection

External resources or tools

Thesauri or Sources of Vocabulary

- Thesaurus for Graphic Materials I: Subject Terms
- Thesaurus for Graphic Materials II: Genre & Physical Characteristic Terms
- Getty Art & Architecture Thesaurus
- Getty Union List of Artist Names
- Faceted Application of Subject Terminology (LCSH)
- Geographic Names Information System
- Columbia Gazetteer of the World Online

Standards or Recommended Practice

- SEPIADES Advisory Report on Cataloguing Photographic Collections
- Dublin Core Metadata Element Set
- NINCH Guide to Good Practice in the Digital Representation and Management of Cultural Heritage Materials

Examples of Digital Collections and Policies
## Data Dictionary for Moorhouse Collection – April 13, 2003

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<th>DB Map</th>
<th>Notes</th>
<th>Display / Hide? Searchable?</th>
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<td></td>
<td></td>
<td>Structural</td>
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<td>Based on name assigned when creating a collection, not actually a field, but looks like one in instance metadata</td>
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<td>Identifier</td>
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<td></td>
<td>Admin</td>
<td>MH Image</td>
<td>4 digits at end are etched on glass plate neg., PH036 is Spec Coll # assigned to this collection</td>
<td>searchable</td>
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<td>??</td>
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<td>Display/Search (if applicable)</td>
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<tr>
<td>TCI Terms</td>
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</table>
Please select the collection you wish to browse

Click on a thumbnail to view the full-sized item and text description:

1. Actors in western dress.
2. Anna Kash Kash and Lou Fr.
3. Bertha Blanchett on bucki.
5. Bucking horse champions L.
7. Buildings and grounds, Um.
11. C.C. Couch, R.E. McCormac.
12. Cascade Locks, winter.
Secrets of success:

• Solid infrastructure to build on
• Great staff
• Flexibility
• Comfortable with ambiguity and less than perfect
• Working directly with our user communities
• Great colleagues
• Trust
• Administrative support