Contributing Hebrew Name Headings to NACO: A Participant's View

Rachel Simon
Princeton University, rsimon@princeton.edu

Follow this and additional works at: https://ajipublishing.org/jl

Part of the Bilingual, Multilingual, and Multicultural Education Commons, Cataloging and Metadata Commons, Information Literacy Commons, Jewish Studies Commons, and the Reading and Language Commons

This work is licensed under a Creative Commons Attribution-Noncommercial-No Derivative Works 4.0 License.

Recommended Citation
Contributing Hebrew Name Headings to NACO: A Participant’s View*

Rachel Simon
Princeton University Libraries
Princeton, NJ

Abstract: Princeton University Libraries have undergone several phases over the years regarding authority work. This paper focuses on Princeton's treatment of Hebrew name headings within the framework of authority work in general, prior to and following the library's involvement in the NACO (National Coordinated Cataloging Operations) project.

The paper deals with the following topics: the methods used at Princeton for authority work before the involvement with NACO in 1980; the stages of Princeton's involvement with NACO after 1980 (including production data); procedures developed at Princeton to facilitate authority work, enhance efficiency, and guarantee quality control in all production levels; personnel involved in authority work; the process undertaken to become an independent contributor of Hebrew name headings; the workflow of Hebrew name headings and the principles applied in establishing Hebrew name headings; and plans for the future.

Introduction

NACO is the acronym for the National Coordinated Cataloging Operations (formerly Name Authority Co-Op), through which more than 100 libraries contributed name headings to the Name Authority File (NAF) in 1994.

History of Princeton's Authority Files

Prior to Princeton University Libraries' (PUL) involvement in the NACO project, the library had a file of authority cards with references, with the public card catalog serving as the file against which entry verification was done. The policy was to change name headings locally when the Library of Congress (LC) established them differently, but only in those cases when there were fewer than twenty records. We did not maintain split files. When we had 20 or more records with a certain name, we did not change it even when LC established it differently. If there were up to 19 records, all of them were changed to include the name as established by LC. The library also had deposit reference cards (cross-reference cards from LC for names).

Between 1981 and 1986, a second Card Authority File (called NA2) was used for verification purposes for the AACR2 catalog, i.e., the catalog that was started after the implementation of Anglo-American Cataloguing Rules, 2nd ed. (1978). Since July 1, 1986, all authority work is done through the national Name Authority File on the Research Libraries Information Network (RLIN). Since then, PUL does not have a separate local authority file, except for headings in those languages for which PUL has not yet been given permission to contribute headings independently to NACO (i.e., Rabbinic Hebrew, Ottoman Turkish, and Japanese).

Princeton's Involvement with NACO

PUL’s involvement with NACO dates from 1980, when it was one of six participating libraries. Between 1980 and 1984, contributing libraries had to follow all LC guidelines and practices; since 1984, however, with the increase in the number of contributing libraries and the experience gained in authority work, a more liberal interpretation of guidelines is applied, whereby libraries do not have to mimic LC citation practices (i.e., indication of sources) as long as the rules for establishing headings and references are followed.

1987/1988 witnessed the beginning of the Linked Systems Project (LSP), in which NACO input and update are handled via RLIN and OCLC. PUL was the first library to be an independent contributor in this project. Since 1986, over 10,000 name authority records have been added each year by PUL, making it the biggest annual contributor to NACO. During the 1992 federal fiscal year (October 1991–September 1992) PUL added 12,827 new name headings and made 1,873 changes/additions to existing authority records. The corresponding numbers for Federal Fiscal Year 1993 (October 1992–September 1993) are 13,062 and 1,745; for Federal Fiscal Year 1994 (October 1993–September 1994), 15,667 and 2,560. For 1994, they represent 33% of records contributed via RLIN (LC did 34%, leaving the rest for 43 other RLIN NACO libraries).

Authorities Procedures at Princeton: General

At Princeton, every cataloger checks the names—personal, geographic, and corporate—in the sources being cataloged. If a name or its possible variants do not appear in the NAF, a special worksheet is filled out according to the general guidelines for authority records and the specific ones for the language and subject area of the work.1

The first source cited (in the first 670 field, in which one records data found in sources) should be the work in connection with which the heading is being established. This work should be checked beyond the title page (t.p.), including the cover, jacket, t.p. verso, added t.p., preface, and sometimes even the text, for more data on the person or corporate body being established.

Imprint dates of the work should reflect the date as it appears in the bibliographic record, except for brackets and non-Gregorian dates; thus, the copyright “c”, question mark, hyphen, multiple dates, or open dates are recorded as such. Where the information was found (e.g., t.p., t.p. verso, added t.p., cover, specific page, etc.) should also be indicated, and in the case of a multipart item or a serial, in which volume, issue, etc.
Of special importance are the following data elements: **dates** (including month and day if available for the birth and death of a person, the founding of a corporate body, and the first meeting of a sequential conference), **career or profession**, and **place** (of birth, death, or residence of a person or location of a corporate body). All forms of the name as they appear in the chief source of information should be cited, as should any form which adds information (i.e., fuller form, variants, etc.).

The name and its possible variants are also searched in the RUN bibliographic files (as an author and possibly also as a subject), and a special citation is made in ACR2 LC records. If required, the National Union Catalog (NUC) and other reference sources are also checked (e.g., the latter are sometimes required to find nonroman names that are well established in English-language reference sources, to resolve conflicts, etc. For rules relating to the use of reference sources for the establishment of Hebrew names, see below). A special notation is made (in field 675, in which are recorded sources which were searched but in which the name was not found) when a name does not appear in specific reference sources; the sources that were searched are explicitly recorded.

Each heading should be unique; if, however, following reasonable attempts a conflict remains unresolved, citations for both occurrences should be supplied on the same record with an indication of the connection each name bears to the work being cited.

The completed NACO worksheet is then passed on to the seven-member PUL Authorities Committee. All of the committee members are professional catalogers, and three are permanent members. This allows for stability and continuity, coupled with the prevention of routine and stagnation, as well as spreading the expertise and additional work load among a larger number of catalogers. The committee's head or assistant head and another member (on a rotating basis) check the daily accumulation of NACO worksheets; special problems are discussed once a week at lively meetings of the whole committee.

The approved worksheets go to two specially trained inputters—high-level nonprofessional staff—who keep the records in the SAVE mode in the NAF on RUN. They save catalogers' time by independently filling in the fixed fields and by following accepted local notations to manipulate the forms (e.g., repeat of the same source when used for more than one name; additional references for compound names, etc.). Conventional local notations at PUL are:

- An "X" underneath the second element in a compound name tells the inputter to make a reference starting with this element (See Figure 1.)
- A marked box indicates the repetition of the citation for additional names found in the source. (See Figures 1 and 2a.)

![Figure 1. Part of a Princeton NACO worksheet for a Hebrew compound name. The "X" under Hatzamri in field 100 instructs the inputter to make a cross-reference from this element, in addition to the one enumerated by the cataloger in field 400. The "X" in the box in the 670 field tells the inputter to repeat the citation for additional names found in the source.](image-url)
### Figure 2a.

Part of a Princeton NACO worksheet for a Hebrew name. The source (field 670) also applies to the name in Figure 1, which is an added entry in the bibliographic record.

<table>
<thead>
<tr>
<th>Tag</th>
<th>Ind.</th>
<th>Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>10</td>
<td>Hatzamri, Abraham, †d/1931-</td>
</tr>
<tr>
<td>400</td>
<td>10</td>
<td>Hatzamri, Avraham, †d/1931-</td>
</tr>
<tr>
<td>400</td>
<td>10</td>
<td>Ba'umvol, Avraham Mosheh, †d/1931-</td>
</tr>
<tr>
<td>400</td>
<td>10</td>
<td>Baumwol, Abraham Moszeck, †d/1931-</td>
</tr>
<tr>
<td>670</td>
<td></td>
<td>Milon shimushi, 1991:†t.p. (Avraham ha-Tsamri) added t.p. (Abraham Hatzamri [in rom.]) p. 8, etc. (b. 1931 in Krasnik, Poland; original name Avraham Mosheh Ba'umvol, Abraham Moszeck Baumwol [in rom.]; imm. to Brazil when 2 years old; imm. to Israel in 1951)</td>
</tr>
</tbody>
</table>

### Figure 2b.

Name Authority Record (from RLIN) based on the NACO worksheet in Figure 2a.


100 10 Hatzamri, Abraham, †d1931- 400 10 Hatzamri, Avraham, †d1931- 400 10 Ba'umvol, Avraham Mosheh, †d1931- 400 10 Baumwol, Abraham Moszeck, †d1931- 670 Milon shimushi, 1991:†t.p. (Avraham ha-Tsamri) added t.p. (Abraham Hatzamri [in rom.]) p. 8, etc. (b. 1931 in Krasnik, Poland; original name Avraham Mosheh Ba'umvol, Abraham Moszeck Baumwol [in rom.]; imm. to Brazil when 2 years old; imm. to Israel in 1951)
The SAVE records are then rechecked and corrected if necessary by committee members, who also produce them (i.e., change the status from SAVE to PRODUCE). The records are then redistributed to RLIN and other utilities, such as OCLC. Additions and changes to existing NAF records undergo the same process.

Hebrew Names and NACO

According to the initial NACO agreement between PUL and LC in 1980, the two areas that were selected for cooperative authority work were the Social Sciences and Hebrew, because of the experience and specialization of PUL catalogers in these fields. In the manual environment of that period, forms were typed and sent to LC to be checked and input there. Some PUL Hebrew name authority records were contributed to the NAF at that time (e.g., NAFL8170430: Kenes Har ha-Negev; NAFL8179606: Shemu’el Duber, mibar). Approval for Princeton’s Social Sciences name authorities was granted, but problems arose with regard to the Hebrew ones. The romanized form of a name found in the Hebrew source was preferred only if the work was published in Palestine or Israel. In addition, there was a technical difficulty regarding the manual indication of diacritics on paper. A major difficulty related to the establishment of Rabbinic names since, at the time, PUL catalogers found LC’s instructions difficult to follow.

A local problem arose due to personnel changes in Hebrew cataloging in 1981-82. As a result of these problems, the attempt to contribute Hebrew name authority records was suspended; it was resumed in 1983. LC discontinued the review process, which at the time did not differentiate between minor and major mistakes, because they did not have staff available to pursue it. Another attempt to be designated a NACO contributor for Hebrew name headings was made in 1987, resulting in failure due to (1) difficulties in assimilating LC’s complex local practices, and (2) inconsistent advice from LC.

This “rejection” should be viewed in perspective: name authority work for all other languages—including Arabic, which was reviewed at the same period, and which was carried out in PUL mostly by the same catalogers who handled Hebrew—was approved in due course, following a review process which went quite smoothly. In mid-1992, PUL restarted the evaluation process, focusing on modern Hebrew, and succeeded in being designated an independent NACO contributor in March 1993. This is being followed by an evaluation...
process with the goal of PUL catalogers becoming independent contributors of Rabbinic names to NACO as well.

Evaluation Process: Hebrew Names

For each new name authority record, the cataloger prepares a NACO worksheet with an attached t.p. surrogate (i.e., a photocopy of the t.p. of the source in which the name appears); if an added t.p. or t.p. verso has additional relevant information (e.g., a romanized form of the name), this is also attached. A batch of approximately twenty worksheets is input by the special inputters into the NAF [in romanization only] and is proofread and corrected by the Hebrew cataloger; all records are kept in the SAVE mode. These are then checked and corrected if necessary by a PUL committee composed of the Hebrew cataloger, the head and the assistant head of the Authorities Committee, and the head of the Catalog Division. A list of the records' NAF numbers together with the t.p. surrogates, each marked with the appropriate NAF number, is sent by the head of the Authorities Committee to LC for evaluation.

At LC, the same NACO official checks all the batches of Princeton authority records, and a reply usually arrives through electronic-mail about a month later. The reply details which records can be produced without further changes, which need corrections, and those instances where LC follows specific practices, though changes are not required, and are left to the cataloger's judgment (see below).

During the review process, some names were established by other libraries; these records were marked as duplicates and had to be deleted. Immediately before producing the approved records, another search is undertaken to determine that these names have still not been established.

Directives from LC for Hebrew Authority Records

Among the instructions for Hebrew authority records received from LC were:

- To add “[in rom.]” (in romanization) even to clearly non-Hebrew phrases or words in languages written in roman script (e.g., English), for example, Art institute, when the source was in Hebrew:

The point of reference is the SCRIPT of your chief source. When the chief source of info. is primarily or entirely in a nonroman script and your bib. [bibliographic] record is romanized ... it is normally understood that any romanization transcribed is the cataloger's romanization. Therefore, when transcribing romanization found in the source, ADD after it the bracketed phrase "in rom." [emphasis in original]. Cf. [Descriptive Cataloging Manual] Z1 p. 20. (3 June 1992)

- To capitalize the "k" in Kitubs when this word precedes a place name, even when Kitubs is not part of the official name. (6 May 1992)

- To insert in brackets the Gregorian years which correspond to the Hebrew ones in the references. In answer to our comment that other sections in LC do not add this information, LC's reply stated that

The Hebraica catalogers at LC routinely incorporate the translated Gregorian dates in brackets into the appropriate 670 citation. I am not familiar with the practice of our Arabic and Chinese colleagues. If, as you point out, different LC teams have different practices, then it is a matter of cataloger's judgment, and so the final decision is up to you. (25 November 1992)

In 1994, however, this practice was considered optional even by LC Hebraica catalogers.

- Regarding Yiddish names appearing in Hebrew records, LC pointed out:

Our Hebrew romanization scheme does not allow us to represent a single vowel in terms of the diphthong "ie," "au," etc. Please note, however, that the Hebrew cat. manual [Maher, 1987], p. 23 gives us specific guidance on how to romanize distinctly Yiddish names. Thus, the romanization would be Leyb. Please change "Leib" to "Leyb".... (9 Jan. 1993)

Following our question as to why the Yiddish name "Ayzik" is systematically romanized as "Aizik", LC decided to change all occurrences of the name to "Ayzik". [See prior discussions of the Romanization of Yiddish names in Judaica Librarianship vol. 2, pp. 16–17 and in vol. 3, pp. 33–36—Ed.]

LC's comments on specific PUL records included:

- An instruction not to make a reference from the second element of a Hebrew name that begins with "Ben" (6 May 1992), although this contradicts Maher, 1987, p. 54.

LCRI 26.2, p. 4 (7 August 1991) explicitly states that references need not be made from the second element of compound surnames beginning with "Ben."

- To add references based on variant vocalizations found in Israeli telephone directories in cases when the exact vocalization could not be ascertained. (28 Feb. 1992) [Israeli phone books do not have vowel points, but use matres lectionis to indicate pronunciation—Ed.]

- The formula LC normally uses for Hebrew forenames having the form AB, of C is to create cross-references from C, AB of and from B, A, of C (9 Jan. 1993) e.g., 100 00 Abraham Gershon, of Kutow, d. 1761 400 10 Kutow, Abraham Gershon of, d. 1761 400 10 Gershon, Abraham, of Kutow, d. 1761 (See Table 1 for an explanation of the tags and indicators.)


- LC romanizes the abbreviated title Ado­

nenu mor enu ve-rabenu as Admur (rather than Admor), per Even Shoshan (c1988), (9 Jan. 1993) in the dictionary portion of the c1988 edition (v. 1, p. 14, col. a) the word is vocalized "Admur,

Judaica Librarianship Vol. 8 No. 1-2 Spring 1993-Winter 1994 65
Table 1
Fields in the Name Authority Record (NAR)

Fixed fields
The values are filled by the inputters. (For an explanation of other fields, see USMARC Concise format.)

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>STH</td>
<td>Status of Heading</td>
</tr>
<tr>
<td>UPN</td>
<td>Undifferentiated Personal Name</td>
</tr>
<tr>
<td>RFE</td>
<td>Reference Evaluation</td>
</tr>
</tbody>
</table>

Variable length fields

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1xx</td>
<td>the established heading; 4xx — references</td>
</tr>
<tr>
<td>100</td>
<td>Personal names</td>
</tr>
<tr>
<td>100 0</td>
<td>Forename</td>
</tr>
<tr>
<td>100 1</td>
<td>Single surname</td>
</tr>
<tr>
<td>100 2</td>
<td>Multiple surname</td>
</tr>
<tr>
<td>110</td>
<td>Corporate names</td>
</tr>
<tr>
<td>110 1</td>
<td>Jurisdiction name</td>
</tr>
<tr>
<td>110 2</td>
<td>Name in direct order</td>
</tr>
<tr>
<td>111</td>
<td>Conferences</td>
</tr>
<tr>
<td>111 1</td>
<td>Jurisdiction name</td>
</tr>
<tr>
<td>111 2</td>
<td>Name in direct order</td>
</tr>
<tr>
<td>151</td>
<td>Geographical names</td>
</tr>
</tbody>
</table>

In preparation for the evaluation of rabbinic name authorities, a file containing copies of NAF records of rabbinic names was prepared. Procedures were recorded, examples of reference structures were noted, and a list of romanized abbreviations was prepared; the latter is updated continuously. [See Postscript. —Ed.]

Rules for Establishing Hebrew Name Headings

In reference to the establishment of names of persons with surnames written in the Hebraic alphabet, LCRI 22.3C (1 February 1989) states that the following order of preference should be observed in establishing headings for Hebrew and Yiddish persons with surnames:

1. If the name is found in Academic American Encyclopedia, and in The Encyclopaedia Americana and in Encyclopaedia Britannica (15th ed.), use the form found in these three sources; if the form varies in these three sources, use the form found in Encyclopaedia Britannica (15th ed.).
2. If the name is found prominently in a romanized form on the person's works in Hebrew or Yiddish, use this form.
3. If the name is found in The Encyclopaedia Judaica (EJ), use this form.
4. Otherwise, use the systematically romanized form of the name.

To this, two notes are added:
1. If the heading for an author reflects the systematically romanized form and a subsequently received work of the author in Hebrew or Yiddish shows a non-systematically romanized name, generally do not change the heading. This means that only in exceptional cases will systematically romanized names be candidates for change.
2. If the heading for a Hebrew or Yiddish author reflects a non-systematically romanized form and a subsequently received work of the author in Hebrew or Yiddish shows a different non-systematically romanized form, do not change the heading until the different form clearly predominates.

[This rule was discussed in a column edited by Pearl Berger and Sharona]
Establishing Hebrew name authorities requires a combination of subject and professional skills, among which are knowledge of Hebrew language and literature, Judaism, required and appropriate reference sources, romanization, and specific cataloging rules and their interpretation.

Conclusion

Establishing Hebrew name authorities requires a combination of subject and professional skills, among which are knowledge of Hebrew language and literature, Judaism, required and appropriate reference sources, romanization, and specific cataloging rules and their interpretation. Involvement in the NACO project further requires adjusting to instructions governing a large body of participating libraries, which are dominated by the interpretations and practices of one institution, LC. Still, even within these limits, room is left for the individual cataloger’s initiative and judgment. And while some of the requirements may at times seem arbitrary and the remarks condescending, the benefits of participating in NACO are significant: numerous libraries contribute to the Name Authority File according to their specific areas of expertise and thus make their accumulated knowledge available beyond the framework of their own institutions. Consequently, NACO contributors make the cataloging process one of teamwork, in which each participant contributes to the database and can simultaneously draw from it.

Postscript


Acknowledgments

I would like to thank the following librarians of Princeton University Libraries for their comments and information relating to the period preceding my arrival in Princeton: Donald R. Thoeby, Head of Catalog Division, Rhoda Kesselman, Head of the Authorities Committee, and Joyce E. Bell, Assistant Head of the Authorities Committee.

Notes

1. PUL catalogers follow the instructions detailed in PUL’s Cataloging Procedure 20, an adaptation of LC’s Descriptive Cataloging Manual Z1 and Z2, some of the main points of which are mentioned below.

2. Correspondence related to the latter prompted LCRI 22.8A1 (5 January 1989): if the name chosen for the heading is based on a form found in non-English sources (cf. [AACR2 rules] 22.3B, 22.3C1) and the name found in these sources includes “words or phrases denoting place of origin, domicile, occupation, or other characteristics that are commonly associated with the name,” use in the heading the forms for these words and phrases that are found in the sources used.

source: Shemu’el Duber mi-Barisov
heading: Shemu’el Duber, Tami-Barisov
not Shemu’el Duber, of Barisov

3. Ohio State University was the first contributor. Chicago University contributes modern Hebrew names. Chicago and Princeton are under review for Rabbinic Hebrew. UCLA is under review for Hebrew. A “NACO Hebrew Funnel Project” began in October 1994, including the following institutions: Brandeis University (coordinator), Center for Jewish Studies, Gratz College, Jewish Theological Seminary, New York Public Library, Stanford University, University of Toronto, Yeshiva University, and YIVO. The contributions of the Funnel Project are revised by LC.

4. Despite the fact that Hebrew Cataloging (Maher, 1987) gave this as an example of how to make a citation, LC Hebrew catalogers regard this option as obligatory. Other LC teams allow NACO catalogers to refer to a name in an encyclopedia article as “under [entry].”
Library of Congress Classification for Judaica:
Recent Changes (1992–1993)

Ricky Dreyfuss
Yeshiva University
New York, NY

Abstract: The column covers the additions and changes to the
Library of Congress classification made from July 1992 to
March 1993 in the classes of major importance to Judaica
libraries. Recorded here are the usual cutter additions and
changes to various topics under class BM (Judaism) and its
tables, as well as classes BS (Bible), DS (History) and PJ
(Language and Literature). Other classes (i.e., B, BJ, DD, F,
HE, PN, RC) that had changes pertaining to Judaica during
this period are also included. The article notes several cutter
additions under class number DS 135 (History of Jews out­
side of Palestine, by region or country, A–Z) that reflect the
recent demise of the Soviet Union and the former republics'­
becoming independent states.

Of major significance are the following changes: (1) the
breakdown for Jewish ethical philosophers (BJ 1287) was
revised, with more general instructions for classification. (2)
Under class number BM 675 (Special liturgical works), the
cutters for the three major groups of Judaic liturgical books
(i.e., Siddur, .D3; Mahzor, .F45; Haggadah, .P4) were removed
from BM 675 and placed in their own new class numbers,
which allows for greater expansion.

Introduction

The scope of this column encompasses the entire LC classifi­
cation, with particular emphasis on the classes of major
importance to Judaica libraries. Changes in LC classification as they pertain
to Judaica, including additions, cancellations, or replacements of
class numbers are reported.

The additions and changes to LC classification in this column were
culled from the following lists of LC Classification Additions and
Changes: 247 (July–September 1992), 248 (October–December
1992), and 249 (January–March 1993).

We welcome suggestions and comments from our readers. Future
columns will be compiled by Ella Ruderman. Please write her at:

Gottesman Library
Yeshiva University
500 West 185th St.
New York, NY 10033

B—Philosophy (General)

B

In List 247, the Library of Congress expanded class
number 3318 (Special topics pertaining to the German
philosopher Friedrich Wilhelm Nietzsche, A–Z) with the
addition of the cutter .J83 for Judaism.