Authority Control Task Force Recommendations: Progress Report
Submitted to the ULMS Resource Management Functional Committee - June 30, 2020

Introduction

The Task Force members worked through review of authority control jobs in Alma utilizing the Authority Control Task List reports and use of the PTC (Preferred Term Correction) macro, developed by the University of Minnesota. From this work, the Task Force was able to assess authority work workflows, measure and quantify the work, and revise the recommendations presented below.

Members agreed that a focused approach to "LC Names" would be best to support an efficient centralized, consortial effort for authority work.[1] Members also agree that CSU Libraries will benefit from the cooperative efforts and enhancements of subjects and genre headings in the WorldCat record.

Some Considerations

- Work does not require creation of a new group other than renaming the current Task Force as "Authority Control Working Group;"
- Recommendations are realistic to the resources committed to authority work for the consortium (i.e., staff & time needed to troubleshoot reports and review records);
- Recommendations capitalize on a collaborative approach across the consortium and complement the current work of the CSU NACO Funnel by focusing on LC names.

Recommendations (Revised)
- [Structure] Rename Task Force as the "Authority Control Working Group" composed of 6 members at the consortium level to perform authority work[2];
- [Training] Provide training in the use of the functionality in Alma to future new members, including use of PTC macro; troubleshooting and editing of records;
- [Workflows] Work should focus on LC Names
    - Synchronize work to benefit from OCLC updates to the master record by troubleshooting authority reports for the previous month;
    - Establish workflows to avoid duplication of work troubleshooting reports and coordinate efforts with CSU NACO Funnel Group to submit NAR requests, as needed;
- [Assessment] Perform assessment of the work and provide periodic updates.
    - Compile statistics (headings and records revised); and provide quarterly reports to the Resource Management Functional Committee.

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[1] Stephen Hearn noted, "Alma authority control manages most updates correctly," and indicated that 95% of the headings are corrected in Alma and most of the problems observed were confined to "personal names."
[2] Authority work could be open to other volunteers across CSU libraries who would be working under the guidance, or coordination, of one of the Working Group members.

Progress Report

The revised recommendations and consideration outlined above are based on the additional work of the Task Force reviewing Alma reports for the authorities jobs "Preferred Term Correction" and "Link BIB Headings" based on selected days for the month of April 2020 to better assess number of headings reviewed, number of records revised, and time required to complete the work.

From a total of 48,892 headings, the use of the PTC Macro reduced the number of headings to be reviewed to 619 headings, which required 82 records to be revised. Total time required to apply PTC Macro, review headings, and revise OCLC records equals 14 hrs 15 mins. which is equivalent to an average of 2 hrs 35 mins. per each member weekly.

Members also explored various ways of performing the work, including the use of the Analytics (i.e., to identify WorldCat record number) as a potential tool to expedite the process of searching records but confirmed there were no benefits from this added step in the procedures.

Documentation

[Authority Control in Alma](#) (Stephen Hearn)
[Authority Control Best Practices](#) (Mark Ehlert)

Members

Mark Braden, Los Angeles (RMFC Liaison)
Patrick Flanigan, San Diego
Kurt Hanselman, San Diego
Lucy Ingrey, Humboldt
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