

# Hidden Collections and Rare Books Cataloging

## A Review of the Literature

Mary Burns

---

*During the past three decades, the holdings of rare books and special collections departments have come to be known as “distinctive collections.” Running parallel to this development has been the adoption of the term “hidden collections” to designate backlogs of unprocessed rare books and special collections materials, and an increased awareness of providing access to these materials. This paper examines the literature to explore the development of the trend for rare books and special collections to be called “distinctive collections” and for backlogs to be referred to as “hidden collections.” It also discusses factors that can contribute to the development of rare book backlogs including the need for trained staff and fuller levels of cataloging required to adequately describe the artifactual values of rare books in bibliographic records.*

Although commonly used today, the terms “distinctive collections” and “hidden collections” have not always referred to special collections or backlogs of special collections materials. There has been a gradual adaptation of the use of these terms over the past three decades. With the impending retirements of rare books catalogers and special collections librarians whose careers spanned the years these terms were adopted, it is important that next-generation professionals understand the development of these terms. Distinctive collections are regarded as points of pride that distinguish the colleges and universities that own them from other institutions. This development was accompanied by an increased focus on rare book backlogs and their lack of visibility outside their holding institutions. Juxtaposed with the need to provide access to distinctive, hidden collections is the need for more time-consuming, fuller levels of cataloging that communicate their distinctiveness and artifactual value. Bibliographic records with fuller levels of description and access require staff with the requisite training and expertise to create them. A review of the literature was conducted to explore the development of the use of the terms “distinctive collections” to refer to rare books and special collections and “hidden collections” to refer to backlogs. It also examines how levels of cataloging and available staff can affect rare book backlogs.

### Method

To determine the historical development of the use of these terms and examine the discussions of rare book backlogs by the professional community, the author searched the Library, Information Science and Technology Abstracts (EBSCO) database in the fall of 2022 for journal articles and reports related to the phrases “hidden collections,” “distinctive collections,” “rare books cataloging,” “special collections cataloging,” “rare book backlogs,” “special collections backlogs,” “rare books,” and “special collections.” The following Library of Congress Subject Headings (LCSH) controlled vocabulary terms were also

---

**Mary Burns** (mburns6@niu.edu) is Special Collections Catalog Librarian and Associate Professor at Founders Memorial Library, Northern Illinois University.

searched: “Cataloging of Rare Books,” “Cataloging of Special Collections in Libraries,” “Rare Books,” “Rare Book Libraries,” and “Special Collections in Libraries.” First, each of these phrases and LCSH terms was searched using the full text search (TX-All Text). A second search was performed using the phrases and LCSH terms as keyword searches (KW Author-Supplied Keywords). A third search was conducted using the LCSH terms as subject searches (SU-Subject Terms). In addition, the archived contents of past issues of *Rare Books and Manuscripts Librarianship* and *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* through 2003 were manually searched for articles related to distinctive collections, hidden collections, and rare books backlogs. The results of those searches were combined. The articles chosen for study use the phrases or LCSH terms in their titles or they appear in the lists of subject terms, author-supplied keywords or the abstract. This article reviews thirty-three articles identified in those searches and published between 1984 and 2021 to understand the growth of the terms “distinctive collections” and “hidden collections.”

## How Special Collections Have Been Perceived

In the late 1990s and first half of the 2000s, there was an upsurge of interest in making “hidden collections” accessible. Rachel Berman Turner and David Schuster noted that beginning in the early 2000s the lack of accessibility to rare materials was increasingly acknowledged with the Association of Research Libraries (ARL) emphasizing the need for access.<sup>1</sup> The literature review shows a library’s distinctive collections were increasingly viewed as a way to enhance a library’s reputation and distinguish it from other libraries. The value of rare books and special collections to research is also frequently pointed out in the literature. Writing in 1992, Susan A. Adkins quoted Thomas R. Adams who stated in 1957, “Aside from the artifactual value of the rare book, the practice of housing homogenous collections has established rare book libraries as important research centers vital to the support of scholarly studies in the United States.”<sup>2</sup> William Goodrich Jones stated in 1993, “Special collections are continuing to serve the needs of scholars and to play significant, even indispensable, roles in research in much the same way as they have for some time,” and “The great strength of special collections is their provision of unique source material to faculty and scholars.”<sup>3</sup> Brian E. C. Schottlander emphasized that special collections provide primary resource material, but also that people do not know what constitutes a special collection.<sup>4</sup>

In 1993, Betty G. Bengston noted that research libraries will be made distinctive by their special collections as non-special collections become more homogenized.<sup>5</sup> In 2007, the ARL referred to special collections as “distinctive collections” in its *Celebrating Research: Rare and Special Collections from the Membership of the Association of Research Libraries*.<sup>6</sup> The document includes a section entitled: “Special Collections as Distinctive Signifiers of Excellency.” In their view, special collections “are now regarded as distinctive signifiers, almost trademarks,” and “Libraries want to be known for their distinctive collections, not by some characteristic shared with every other library.”<sup>7</sup> Distinctive collections are those that make a library unique in comparison to other libraries. Sidney F. Huttner wrote in 1999 that an institution expresses its uniqueness relative to other institutions with its special collections.<sup>8</sup> In 2006 Beth M. Whittaker observed that it was becoming a cliché to state that special

collections will set one library apart from another.<sup>9</sup> Turner and Schuster noted in 2019 that special collections within libraries are gaining prominence, showcasing what is unique about libraries.<sup>10</sup>

Distinctive and unique collections are credited with giving prestige to an institution. Schottlaender stated in 1993 that a library's special collections set it apart from comparable libraries and gives a library prestige.<sup>11</sup> The same year Goodrich Jones wrote that in addition to supporting scholarship, special collections confer prestige and distinction on the institutions where they are housed.<sup>12</sup> Joe A. Hewitt and Judith M. Panitch pointed out in 2003 that the primary resources in special collections are frequently the principal elements of the library's reputation and stature as a scholarly institution.<sup>13</sup> In 2020, Jae Jennifer Rossman reiterated there is a prevalent perception of the value of special collections in academic libraries that the uniqueness of the holdings provide a distinction that cannot be duplicated and thus raise the profile of the holding library. She conducted an online survey to investigate the perceived value of special collections in academic libraries. The 243 respondents were professional staff who were heads, directors, librarians, curators or archivists in ARL or Oberlin Group (OG) libraries.<sup>14</sup> It is interesting to note their responses indicated that "while the literature talks extensively about how the rarity and uniqueness of collections bring prestige to the institution, practitioners in the field don't equate this with perceived value."<sup>15</sup>

The notion that special collections are distinctive and set apart from other library collections has led to the perception that special collections are more important than general collections, and that the people who work with them are more distinguished professionals. Schottlaender addressed the uniqueness of special collections in this manner: "This quality of 'special-ness' (to quote David Byrne) can take several forms, one of which is a kind of holier-than-thou attitude on the part of those charged with the care of special collections."<sup>16</sup> He quoted Daniel Traister to emphasize his point:

Rare books, we know, are the sexy part of the library world, the stuff of scholarship . . . The status of rare books librarianship is high. Those of us who work in this field are perceived—though perhaps we merely perceive ourselves—as an elite breed.<sup>17</sup>

Huttner wrote that "Rare book, manuscript, and special collections librarians, as a matter of professional posture, are supposed to feel, or at least exude, a sense of mission, a kind of 'calling,' apart from, and usually superior to the mission of other librarians."<sup>18</sup> He asked, "What might it mean for us to move from snob periphery to intellectual core?"<sup>19</sup> Marcella Tam addressed the presence of this culture of snobbery, and reported, "Today, many special collections are indeed shedding their image of aloofness and preciousness."<sup>20</sup>

The relationship of special collections to a library's general collections and the institution to which they belong have been discussed at great length in the professional literature. Huttner quoted Stanley Katz's keynote address to the 1992 Harvard symposium "Rare Book and Manuscript Libraries in the Twenty-First Century." Katz suggested that libraries have lost their intellectual authority on campus and rare books may move from the periphery to the intellectual core of the university.<sup>21</sup> Harold Billings stated that there is still a "need to identify how special collections relate to the institution's mission and that of its general collections."<sup>22</sup> Beth M. Russell noted that "more libraries now view

their increasingly comprehensive special collections as an essential part of their mission.”<sup>23</sup> Barbara McCormack emphasized this essential role writing that unique and distinctive collections provide library and information professionals with new and exciting opportunities to engage with library users through dynamic hands-on information literacy sessions.<sup>24</sup> Furthermore, Ellen Crosby ventured that special collections would become an important information portal in the twenty-first century.<sup>25</sup> Special collections have also been viewed as sources of potential revenue. Goodrich Jones posited that special collections can be vehicles for fundraising.<sup>26</sup> Richard W. Oram stated:

In the future, it will not be sufficient for us merely to assert the “specialness” of our special collections. Users, library administrators, and governing boards alike will demand evidence that those collections are accessible, productive, active, and, yes, sometimes even revenue-producing resources.

As a result, special collections are likely to become digital publishers, perhaps forming consortia with commercial publishers.<sup>27</sup>

The literature review showed the roles of rare books and special collections grew beyond providing unique materials for research to include their potential to distinguish the library and institutions they belonged to, contribute to their institution’s mission, and generate income.

## **The 1998 Association of Research Libraries Survey and Hidden Collections**

“Hidden collections’ are those special collections and archives that are undescribed or under-described and therefore undiscoverable.”<sup>28</sup> A survey by the ARL spurred interest in hidden collections. The ARL Research Collections Committee (RCC) recommended a wide-ranging survey of special collections of member institutions. The Committee wanted to be better informed about the status of special collections in ARL Libraries. The survey, which collected information about aspects of special collections department operations, was to be used as “the starting point for further reflection and decision-making.”<sup>29</sup> In discussions that led to the development of the survey, RCC members identified access to special collections as a major problem. This included the need to process backlogs. Judith M. Panitch conducted this survey in 1998. Her report on the results published in 2001 showed that “significant portions of many special collections” had not been “cataloged or processed and that this was especially true for nontraditional formats.”<sup>30</sup> The results also identified unprocessed and uncataloged collections as one of the most crucial issues special collections departments faced. Melissa A. Hubbard and Ann K. D. Myers reported that the ARL survey resulted in an enthusiastic dialogue about the problem of hidden collections.<sup>31</sup>

In 2001, Brown University hosted the symposium “Building on Strength: Developing an ARL Agenda for Special Collections.” It was attended by ARL special collections librarians, library deans, and library directors. Backlogs were listed as a major institutional concern. This symposium led to the creation of an ARL Special Collections Task Force (2002–2006). The Task Force was asked to develop an action plan to “Enhance access to collections and backlogs, surface ‘hidden collections.’”<sup>32</sup> Barbara M. Jones reported on the Task Force’s work in the white paper “Hidden Collections, Scholarly Barriers: Creating

Access to Unprocessed Special Collections Materials in America's Research Libraries.”<sup>33</sup> It outlined the problem of hidden collections in research libraries. Hubbard and Myers stated in 2010 that recent efforts at that time to combat the hidden collections problem were largely inspired by Jones's white paper.<sup>34</sup>

An invitational working conference was held September 8–9, 2003, at the Library of Congress (LC) with the theme “Exposing Hidden Collections.”<sup>35</sup> The conference explored ideas to meet the challenge of processing and creating access to hidden collections of archival materials, manuscripts, and printed materials with efforts at both the national collaborative level and the local level. Russell noted:

If managers and administrators of college and university libraries were ever content with large backlogs of unprocessed special collections, that time is past. Among Association of Research Libraries members in particular, interest in eliminating backlogs and providing intellectual access to digital and other nontraditional formats within special collections is high.<sup>36</sup>

The Fall 2004 issue of *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* was devoted to the topic of hidden collections and subsequent publications have continued to explore various aspects of hidden collections. Jennifer Hain Teper and Susan M. Erekson described “the condition of our ‘hidden’ rare book collections” in 2006.<sup>37</sup> Lundy discussed providing access to “hidden collections” at the University of Colorado, Boulder.<sup>38</sup> Turner and Schuster reported on changes that were made to workflows so that cataloging/metadata librarians and Special Collections staff and librarians could work together to create better access to materials.<sup>39</sup>

## Rare Books Collections Backlog

M. Winslow Lundy and Deborah R. Hollis pointed out that the national discussion of hidden collections in special collections is not new.<sup>40</sup> Lawrence J. McCrank wrote about rare book backlogs in 1984 after surveying major rare book and manuscript repositories in the United States and Canada, stating that:

Rare book cataloging is labor intensive because of the uniqueness of the materials described, the variety of types of collections for which a few specialists become the authorities, the requirements of original cataloging, and the tendency to catalog rare books at levels of bibliographic description beyond AACR2. The relatively small number of rare book catalogers, the volume of the collections, and the rate of acquisitions, coupled with their inability to use bibliographic utilities and copy cataloging to any extent comparable to generic cataloging, all explain the existence of large backlogs.<sup>41</sup>

Suzu Taraba noted in 1992 that backlogs of rare materials are not uncommon though the use of computers raised hopes of speeding up the process of rare book cataloging.<sup>42</sup> Lundy noted that McCrank posited that the backlog of rare materials could be attributed partially to the lack of copy in the bibliographic utilities.<sup>43</sup> Barry Gray stated, “The problem for rare book catalogers until recently has been that few records for the older rare books were in WorldCat” and “Smaller institutions that automated in the 1980s and early 1990s may have given up on converting their rare books because of lack of copy

cataloging records.”<sup>44</sup> There is in fact a long history of backlogs in general collections. Lundy refers to Osborn, who wrote about backlogs at LC in 1941.<sup>45</sup> Lundy pointed out that “Special collections have grown in parallel with general collections backlogs but they have received less attention in the literature until recent discussions among ARL library directors and special collections librarians brought the issue into focus nationally.”<sup>46</sup> Hubbard and Meyer indicated that: “Hidden collections are not a new problem by any means. Most who work with special collections can share frustrating experiences related to inadequate access.”<sup>47</sup> Turner and Schuster pointed out that paper finding aids and lists of materials are becoming inadequate. Items must be adequately and appropriately cataloged for discovery.<sup>48</sup>

Backlogs of special collections materials can create problems for the libraries that house them. Both Taraba and Jones argued that a danger with backlogs is that they can contribute to unwanted duplication.<sup>49</sup> They may present security issues because uninventoried items can be more easily stolen. Another problem is that backlogs are unavailable for scholarly research. Huttner stressed that the more special collections are used, the greater the demand for them.<sup>50</sup> Scholars may be missing crucial information that could affect research results.<sup>51</sup> Jones wrote, “Poor donor relations can result from not making collections available in a timely fashion.”<sup>52</sup> Furthermore, Jones noted, “As universities recognize special collections as showcases of campus cultural life, visitors and donors are increasingly asking for assurance that any gifts made to special collections will be made accessible to the public.”<sup>53</sup> Hubbard and Myers emphasized that one still needs to stay current with the cataloging of newly purchased materials while working on backlogs of special collections materials.<sup>54</sup>

## Cataloging and Rare Book Backlogs

The lack of rare book cataloging records that contribute to the development of backlogs are also addressed in the literature. Melissa C. Flannery reiterated Dunkin’s evaluation that there is “a significant difference between the user of an ordinary book who is primarily interested in content and the user of a rare book who is potentially interested in any aspect of a book from an author’s reputation to the binding style.”<sup>55</sup> This can contribute to increased time to create more extensive bibliographic records for rare materials. These records require fuller transcription of the title page information and a greater number of access points to communicate and enhance discoverability of the book’s artifactual characteristics that make it “distinctive.” *Descriptive Cataloging of Rare Materials (Books) DCRM(B)* identifies a “Need for special rules” in section I.3 of the introduction:

Printed materials in special collections often present situations not ordinarily encountered in the cataloging of typical modern publications (e.g., variation between copies, cancelled leaves, etc.) and may require additional details of description in order to identify significant characteristics (e.g., bibliographical format, typeface, etc.). Such details are important for two reasons. They permit the ready identification of copies of a resource (e.g., as editions, impressions, or issues), and they provide a more exact description of the resource as an artifact.<sup>56</sup>

Christine Bone shared her view on why rare book cataloging takes more time:

Regular practical research is the heart and soul of rare book cataloging. Rare book catalogers describe not only textual context of the book but also the book itself as an artifact or historical object. The task is made more challenging as rare books very often are imperfect and may be missing key elements such as title pages. And so the cataloguer must become a detective piecing together the internal and external evidence until a book's questions are answered.<sup>57</sup>

Bone further wrote:

Some of the topics that rare book catalogers research in the course of their work have to do with the physical characteristics of the items they process, going far beyond the page count and physical dimensions provided in standard catalogue records. Creating records requires an understanding of binding materials and bookbinding processes, papermaking history and processes, the history of typography and printing, and the history of book illustration and design.<sup>58</sup>

McCrank observed that “rare book cataloging is labor intensive because of the uniqueness of the materials described, the variety of types of collections for which a few specialists become the authorities, the requirements of original cataloging and the tendency to catalog rare books at levels of bibliographical description beyond AACR2.”<sup>59</sup> The need for rare books to be cataloged at levels of bibliographical description beyond AACR2 resulted in the development of sets of rules designed specifically for them. The latest version based on AACR2 is the *Descriptive Cataloging of Rare Materials (Books)*.<sup>60</sup> A study by Mary Burns that compared the bibliographic records created for the same rare book according to *DCRM(B)* and RDA showed that RDA failed to address some of the unique needs of rare books cataloging.<sup>61</sup> The recently published *Descriptive Cataloging of Rare Materials (RDA Edition)*, *DCRMR*, is a revision of the *Descriptive Cataloging of Rare Materials (DCRM)* suite based on RDA.<sup>62</sup> It provides a standard for rare books cataloging that is aligned with the RDA element set but addresses the shortcomings of RDA for rare books cataloging. Elaine Beckley Bradshaw and Stephen C. Wagner stated that “cataloging special collections materials simply demands more time and effort to do well than other types of cataloging.”<sup>63</sup> They also commented on the additional time needed for retrospective conversion, stating it “rarely allows for cataloging to current rare book standards which requires much additional time, research and expertise.”<sup>64</sup>

## Levels of Cataloging for Rare Books

The greater amounts of time necessary to create fuller level cataloging records that describe the rare book itself as an artifact or historical object contributes to the development of hidden collections. A bibliographic record for a cataloged non-rare book may include access points for the authors/creators, title statement, edition statement, statement of extent, notes, subjects, and additional access points associated with the production of the book such as co-authors, illustrators, or other contributors. It does not commonly include additional access points to communicate distinctive or artifactual characteristics

of the book it represents. In general, bibliographic records for non-rare books do not require faithful transcriptions of the title page elements as prescribed by DCRM(B) and DCRM(R).

By comparison, a full-level bibliographic record that describes a rare book and its artifactual aspects that make it “distinctive” may contain many additional fields. These could include more notes to describe various aspects of the book such as signatures (gatherings) and limitation statements; local note(s) that contains copy-specific information about the book’s artifactual aspects, such as the presence of former owner signatures, inscriptions, marginalia, booksellers’ labels, binders’ tickets and bookplates, and citations to the book in bibliographical reference works. The record may include additional name added entry fields to provide access to the names of people, corporations and other entities associated with some aspect of the books production and provenance history. These characteristics may include the names of publishers, printers, booksellers, bookbinders, printers of plates, artists who provided illustrations, and former owners. The MARC 655 genre field is used to record a rare book’s characteristics of artifactual value to enable discovery. These may include the information provided in the local note. The *RBMS Controlled Vocabulary for Rare Materials Cataloging* (RBMS CVRMC) provides a rich source of terms.” All of the old vocabularies were consolidated into this linked data resource.<sup>65</sup> The MARC 752 field is used to record the places associated with the book’s production. Fuller level cataloging produces benefits, even when applied to rare books published after the hand press period. Karen Attar wrote on the benefits of fuller records for books published from about 1830 onwards:

Detailed cataloguing furthers research, teaching, bibliography, digitization, and engagement. Cataloguing saves users time and money and assists preservation by reducing the handling of books. Ultimately, it also saves library staff time. For the library overall, attention to this core activity shows an investment in potential future use, and for practitioners this is a worthy and worthwhile task.<sup>66</sup>

A comparative summary of the fields for a rare book and a non-rare book is provided in the appendix. It illustrates why full-level bibliographic records for rare books can require more time and research to create.

## Staff and Training

The literature addresses the issues related to training rare book catalogers. Taraba commented on the extra time needed to train a new rare books cataloger, referring to it as “a major undertaking.”<sup>67</sup> In her view, “it can take two to three years for a novice to become a fully productive, independent and confident cataloger, and even an experienced cataloger needs some time to learn local procedures in a new institution.”<sup>68</sup> Bradshaw and Wagner pointed out that “rare book cataloging demands expertise and training beyond what is required in most cataloging departments, even those that do a significant amount of original cataloging.”<sup>69</sup> Some of this specialized training to address backlogs can include language skills and expertise to catalog formats other than books. Masha Stepanova and William Modrow shared their experience of cataloging a collection of materials in their de Saint-Rat collection:



As with any rare book cataloguing specialized training is required especially when dealing with foreign language materials. At the time of acquiring the de Saint-Rat materials one of the challenges we faced included not having a Slavic language cataloguer nor any available cataloguer with necessary skills to approach such an extensive collection of important materials in multiple formats.<sup>70</sup>

In addition to the extra time needed to catalog rare materials, there is the expense of training the more expert staff needed to catalog special collections materials. Taraba stated that for many academic and research libraries experiencing severe financial difficulties, cataloging costs are high.<sup>71</sup> Karen Nipps pointed out that “cataloging is heavily influenced by finances. While there may be many good reasons to provide lengthier transcriptions, more notes and more subjects and added entries, there are limits to what is physically and financially possible.”<sup>72</sup> Schottlaender noted that “special collections can be ‘wicked’ because they are expensive.”<sup>73</sup> One of the expenses is “the cost of extensive rare-book cataloguing that these materials require.”<sup>74</sup> Billings wrote in 2000 that after twenty-five years, “Special collections still share in the distinctiveness of the higher level of costs they entail.”<sup>75</sup> One of the reasons is that people with special skills are required to process them. Another contributing factor to backlogs is staff shortages. Lundy wrote:

A particular problem for special collections department’s is that in many libraries special collections catalogers are not numerous, whether located in central cataloging department or are attached to the collection itself. Catalogers who report administratively to special collections are often expected to perform other functions such as reference work, instructional activities and mounting exhibitions. Over time, unprocessed backlogs have developed in special collections when personnel have not had time to make decisions regarding which materials to add to the department’s collections . . . and when catalogers have been neither available nor numerous enough to keep pace with the rate of acquisition.<sup>76</sup>

The author’s rare books cataloging experience supports Lundy’s statements, both in terms of reporting to the head of special collections with a workspace located in the special collections department and having position responsibilities that included retrieving materials for patrons, assisting with reference, and maintaining daily operations in the absence of the department head. In a different rare books cataloging position, the author’s responsibilities were expanded to include audiovisual cataloging after the retirement of a senior librarian. This position reported to the head of the technical services with a workspace located in the technical services department.

## Conclusion

Although the value of rare book collections to research and teaching has long been recognized, the notion that they are marks of distinction for the institutions that own them has evolved over time. As the focus increasingly turned to the potential for rare books and special collections to distinguish one institution’s library from another in the 1990s, the need to address the long-standing problem of rare book backlogs came to the fore with the 1998 survey of special collections in ARL Libraries. Backlogs

were referred to as “hidden collections” in Jones’s white paper that reported on the ARL Special Collections Task Force’s work on the problem of rare books backlogs.<sup>77</sup> These have developed due to the unique needs of rare books that possess artifactual value that requires more detailed descriptions and more access points in bibliographic records. An evaluation of various methods employed by rare book catalogers to reduce backlogs, both before and after the Jones white paper, could guide decision making processes as rare books catalogers endeavor to expose hidden collections. The literature review showed the last survey conducted to investigate special collections cataloging and backlogs was 2010. A new study—on how fuller levels of cataloging may serve researchers during times when special collections and rare book departments are closed and digital surrogates do not exist—could also inform decisions on levels of cataloging. Post-COVID, creating fuller levels of cataloging in bibliographic records to provide a faithful representation of a rare book’s artifactual characteristics when no digital surrogate is available may be more important than providing minimal levels of description and access so a greater number of rare books can be made available for research, scholarship, and teaching.

## References

1. Rachel Berman Turner and David Schuster, “Carts in the Hallway: Cataloging and Special Collections—A Partnership for Success,” *Technical Services Quarterly* 36, no. 2 (2019): 143, <https://doi.org/10.1080/07317131.2019.1584982>.
2. Susan A. Adkins, “Automated Cataloging of Rare Books: A Time for Implementation,” *Collection Management* 16, no. 1 (1992): 89, [https://doi.org/10.1300/J105v16n01\\_05](https://doi.org/10.1300/J105v16n01_05).
3. William Goodrich Jones stated in 1993, “Special collections are continuing to serve the needs of scholars and to play significant, even indispensable, roles in research in much the same way as they have for some time” (82), and “The great strength of special collections is their provision of unique source material to faculty and scholars” (89). William Goodrich Jones, “Leaner and Meaner: Special Collections, Librarians, and Humanists at the End of the Century,” *Rare Books & Manuscripts Librarianship* 8, no. 2 (1993): 82, 89.
4. Brian E. C. Schottlaender, “Something Wicked This Way Comes: Special Collections as Viewed by a Technocrat,” *Rare Books & Manuscripts Librarianship* 8, no. 2 (1993): 98.
5. Betty G. Bengston, “Navigating the Mainstream: Key to Survival,” *Rare Books & Manuscripts Librarianship* 8, no. 2 (1993): 92.
6. Philip N. Cronenwett, Kevin Osborn and Samuel Allen Streit, *Celebrating Research: Rare and Special Collections from the Membership of the Association of Research Libraries* (Washington, DC: Association of Research Libraries, 2007), 15.
7. Cronenwett, Osborn and Streit, *Celebrating Research*, 15.
8. Sidney F. Huttner, “Waving Not Drowning: Rare Books in a Digital Age,” *Rare Books & Manuscript Librarianship* 13, no. 2 (1999): 100.
9. Beth M. Whittaker, “Get It, Catalog It, Promote It: New Challenges to Providing Access to Special Collections,” *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 7, no. 2 (2006): 121, <https://doi.org/10.5860/rbm.7.2.266>.
10. Turner and Schuster, “Carts in the Hallway,” 142.

11. Schottlaender, "Something Wicked This Way Comes," 101.
12. Goodrich Jones, "Leaner and Meaner," 83.
13. Joe A. Hewitt and Judith M. Panitch, "The ARL Special Collections Initiative," *Library Trends* 52, no. 1 (2003): 159.
14. Jae Jennifer Rossman, "Investigating the Perceived Value of Special Collections in the Academic Library," *Journal of Library Administration* 60, no. 6 (2020): 635, <https://doi.org/10.1080/01930826.2020.1748437>.
15. Rossman, "Perceived Value of Special Collections," 641.
16. Schottlaender, "Something Wicked This Way Comes," 100.
17. Schottlaender, 100.
18. Huttner, "Waving Not Drowning," 98.
19. Hurrner, 102.
20. Marcella Tam, "Improving Access and 'Unhiding' the Special Collections," *Serials Librarian* 73, no. 2 (2017): 180, <https://doi.org/10.1080/0361526X.2017.1329178>.
21. Huttner, "Waving Not Drowning," 100.
22. Harold Billings, "Still Special After All These Years," *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 1 no. 1 (2000): 50, <https://doi.org/10.5860/rbm.1.1.179>.
23. Beth M. Russell, "Special Collections Cataloging at a Crossroads: A Survey of ARL libraries," *Journal of Academic Librarianship* 30, no. 4 (2004): 294, <https://doi.org/10.1016/j.acalib.2004.04.001>.
24. Barbara McCormak, "Embedding Unique and Distinctive Collections into the Curriculum," *SCONUL Focus* 68, no. 7 (2016): 77.
25. Ellen Crosby, "Technical Services in Twenty-First Century Special Collections," *Cataloging & Classification Quarterly* 30, no. 2-3 (2000): 167, [https://doi.org/10.1300/J104v30n02\\_02](https://doi.org/10.1300/J104v30n02_02).
26. Goodrich Jones, "Leaner and Meaner," 83.
27. Richard W. Oram, "Special is as Special Does," *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 1, no 1 (Spring 2000): 44, <https://doi.org/10.5860/rbm.1.1.177>.
28. Jackie M. Dooley and Katherine Luce, *Taking Our Pulse: The OCLC Research Survey of Special Collections and Archives* (Dublin, OH: OCLC Research, 2010), <https://www.oclc.org/research/areas/research-collections/hidencollections.html>.
29. Hewitt and Panitch, "The ARL Special Collections Initiative," 161.
30. M. Winslow Lundy, "Providing Access to Uncataloged Special Collections With In-Process Records," *Cataloging & Classification Quarterly* 45, no. 1 (2007): 40, [https://doi.org/10.1300/J104v45n01\\_04](https://doi.org/10.1300/J104v45n01_04).
31. Melissa A. Hubbard and Ann K. D. Myers, "Bringing Rare Books to Light: the State of the Profession," *RBM: A Journal of Rare Books, Manuscripts, & Cultural Heritage* 11 no. 2 (2010): 134, <https://doi.org/10.5860/rbm.11.2.337>.
32. Hewitt and Panitch, "The ARL Special Collections Initiative," 167.

33. Barbara M. Jones, "Hidden Collections, Scholarly Barriers: Creating Access to Unprocessed Special Collections Materials in America's Research Libraries," *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 5, no. 2 (2004): 88–105, <https://doi.org/10.5860/rbm.5.2.230>.
34. Hubbard and Myers, "Bringing Rare Books to Light," 135.
35. Barbara M. Jones and Judith M. Panitch, "Exposing Hidden Collections: Introduction," *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 5, no. 2 (2004): 86, <https://doi.org/10.5860/rbm.5.2.229>.
36. Russell, "Special Collections Cataloging at a Crossroads," 294.
37. Jennifer Hain Teper and Susan M. Ereksion, "The Condition of Our Hidden Rare Book Collections: A Conservation Survey at the University of Illinois at Urbana-Champaign," *Library Resources & Technical Services* 50, no. 3 (2006): 200–213, <https://doi.org/10.5860/lrts.50n3.200>.
38. Lundy, "Providing Access to Uncataloged Special Collections," 39.
39. Turner and Schuster, "Carts in the Hallway," 142.
40. M. Winslow Lundy and Deborah R. Hollis, "Creating Access to Invisible Special Collections Using Participatory Management to Reduce a Backlog," *Journal of Academic Librarianship* 30, no. 6 (2004): 466, <https://doi.org/10.1016/j.acalib.2004.06.012>.
41. Lawrence J. McCrank, "The Bibliographic Control of Rare Books," *Cataloging & Classification Quarterly* 5, no. 1 (1984): 34, [https://doi.org/10.1300/J104v05n01\\_03](https://doi.org/10.1300/J104v05n01_03).
42. Suzy Taraba, "Administering the Cataloging of Special Collections Materials," *Rare Books & Manuscripts Librarianship* 7, no. 2 (1992): 89, <https://doi.org/10.5860/rbml.7.2.82>.
43. Lundy, "Providing Access to Uncataloged Special Collections," 54.
44. Barry Gray, "Cataloging the Special Collections of Allegheny College," *Library Resources & Technical Services* 49, no. 1 (2005): 53.
45. Lundy, "Providing Access to Uncataloged Special Collections," 40.
46. Lundy, 40.
47. Hubbard and Myers, "Bringing Rare Books to Light," 134.
48. Turner and Schuster, "Carts in the Hallway," 142.
49. Taraba, "Administering the Cataloging of Special Collections Materials," 88; Jones, "Hidden Collections, Scholarly Barriers," 89.
50. Huttner, "Waving Not Drowning," 100.
51. Jones, "Hidden Collections, Scholarly Barriers," 89.
52. Jones, 90.
53. Jones, 94.
54. Hubbard and Myers, "Bringing Rare Books to Light," 136.
55. Melissa C. Flannery, "A Review of Recent Developments in Rare Books Cataloging," *Cataloging & Classification Quarterly* 7, no. 1 (1986): 55, [https://doi.org/10.1300/J104v07n01\\_06](https://doi.org/10.1300/J104v07n01_06).

56. Bibliographic Standards Committee, Rare Books and Manuscripts Section, Association of College and Research Libraries; in collaboration with the Policy and Standards Office of the Library of Congress, *Descriptive Cataloging of Rare Materials (Books)*, 3rd printing with corrections (Washington, DC: Cataloging Distribution Service, Library of Congress, 2011), <https://rbms.info/files/dcrm/dcrmb/DCRMB3.pdf>.
57. Christine Bone, "The Case of the Missing Title Page: Research in Rare Book Cataloguing," *Feliciter* 53, no. 1 (2007): 15.
58. Bone, "Case of the Missing Title Page," 15.
59. McCrank, "The Bibliographic Control of Rare Books," 34.
60. *Descriptive Cataloging of Rare Materials (Books)*, edited by Bibliographic Standards Committee, Rare Books and Manuscripts Section, Association of College and Research Libraries; in collaboration with the Policy and Standards Office of the Library of Congress (Washington, DC: Cataloging Distribution Service, Library of Congress, 2011).
61. Mary Burns, "RDA and Rare Books Cataloging, Part 2," *Library Resources & Technical Services* 63, no. 1 (2019): 25, <https://doi.org/10.5860/lrts.63n1.4>.
62. *Descriptive Cataloging of Rare Materials (RDA Edition)*, RBMS Bibliographic Standards Committee (release 2022.2.0.0, November 12, 2022), 19, <https://bsc.rbms.info/DCRMR/>.
63. Elaine Beckley Bradshaw and Stephen C. Wagner, "A Common Ground: Communication and Alliance Between Cataloger and Curator for Improved Access to Rare Books and Special Collections," *College & Research Libraries* 61, no. 6 (2000): 529, <https://doi.org/10.5860/crl.61.6.525>.
64. Bradshaw and Wagner, "A Common Ground," 527.
65. "RBMS Controlled Vocabulary for Rare Materials Cataloging (RBMS CVRMC)," accessed July 3, 2024, <https://id.loc.gov/vocabulary/rbmsev.html>.
66. Karen Attar, "Why Cataloguing is Cool," *Journal of the Australian Library and Information Association* 70, no. 4 (2021): 424, <https://doi.org/10.1080/24750158.2021.1922128>.
67. Taraba, "Administering the Cataloging of Special Collections Materials," 89.
68. Taraba, "Administering," 89.
69. Bradshaw and Wagner, "A Common Ground," 529–30.
70. Masha Stepanova and William Modrow, "The Challenges of Cataloguing a Unique Russian Language Collection," *Catalogue & Index* 179 (2015): 17.
71. Taraba, "Administering the Cataloging of Special Collections Materials," 87–88.
72. Karen Nipps, "Cataloging the Decorative Elements of 19th-Century Imprints," *Rare Books & Manuscripts Librarianship* 7, no. 2 (1992): 130, <https://doi.org/10.5860/rbml.7.2.87>.
73. Schottlaender, "Something Wicked This Way Comes," 99.
74. Schottlaender, 99.
75. Billings, "Still Special," 48–49.
76. Lundy, "Providing Access to Uncataloged Special Collections," 43–44.
77. Jones, "Hidden Collections, Scholarly Barriers," 88–105.

## Appendix

<b>Rare Book Cataloged as Non-Rare Book: Bibliographic Record Created Using Resource Description and Access (RDA)</b>	
100 1	Lonicer, Adam, 1528-1586, \$e author.
245 10	Kreuterbuch : \$b von allerhand Baumen, Stauden, Hecken Kreutern, Früchten vnnd Gewürtzen, eygentlicher Beschreibung der Gestalt vnderscheyd der Geschlecht vnnd leblicher abconterfaytung sampt jrem natürlichen Gebrauch, Krafft vnd Wirckung : mit vilen neuen Kreutern vnd Figuren in die zweyhundert vber andere auszgangene Edition gemehret : auch Distillierens Bereytschafft vnd Bericht, allerley kostliche Wasserzubrennen, abziehen, halten, vnd zugebrauchen &c. : Item der fürnembsten Gethier, Vogel vnd Fische, Metallen, Edel gesteinen, gebrechlichen Gummi vnd gestandenen Safften, Beschreibung, vnd Nutzung ... alles von newem widerumb ersehen vnd gebessert ...
264 1	Getruckt zu Franckfort am Meyne : \$b Bei Christian Egenolffs Erben, \$c 1560.
300	14 unnumbered leaves, 342 leaves : \$b illustrations ; \$c 29 cm
336	\$a text \$b txt \$2 rdacontent
337	\$a unmediated \$b n \$2 rdamedia
338	\$a volume \$b nc \$2 rdacarrier
500	Forward signed by the author.
650 0	Natural history \$x Pre-Linneaen works.
650 0	Botany \$x Pre-Linneaen works.
650 0	Distillation.
<b>Rare Book Cataloged to Reflect Artifactual Value: Created Using Descriptive Cataloging of Rare Materials RDA Edition (DCRMR)</b>	
100 1	Lonicer, Adam, 1528-1586, \$e author.
245 10	Kreuterbuch : \$b von allerhand Baumen, Stauden, Hecken Kreutern, Früchten vnnd Gewürtzen, eygentlicher Beschreibung der Gestalt vnderscheyd der Geschlecht vnnd leblicher abconterfaytung sampt jrem natürlichen Gebrauch, Krafft vnd Wirckung : mit vilen neuen Kreutern vnd Figuren in die zweyhundert vber andere auszgangene Edition gemehret : auch Distillierens Bereytschafft vnd Bericht, allerley kostliche Wasserzubrennen, abziehen, halten, vnd zugebrauchen &c. : Item der fürnembsten Gethier, Vogel vnd Fische, Metallen, Edel gesteinen, gebrechlichen Gummi vnd gestandenen Safften, Beschreibung, vnd Nutzung ... alles von newem widerumb ersehen vnd gebessert ...
264 1	Getruckt zu Franckfort am Meyne : \$b Bei Christian Egenolffs Erben, \$c im Iar M.D.LX. [1560]
300	[14], CCCXLII leaves : \$b illustrations (woodcuts) ; \$c 29 cm (folio)
336	\$a text \$b txt \$2 rdacontent
337	\$a unmediated \$b n \$2 rdamedia
338	\$a volume \$b nc \$2 rdacarrier
340	\$m folio \$2 rdabf
500	Forward signed by the author (2a4).
500	The second edition of the work according to Johnston.
500	Imprint from colophon.
500	Signatures: 2a <sup>6</sup> 2b <sup>8</sup> A-Z <sup>6</sup> a-z <sup>6</sup> 2A-2L <sup>6</sup>
500	Title page in red and black.
500	Printer's device on 2L6.
500	Leaves foliated on upper right recto.
500	Errors in foliation: LXVI as LXII; CLXXXIX as CXXXIX.
510	Johnston, S.H. Cleveland herbal, botanical, and horticultural collections, \$c 83
510	Nissen, C. Botanische Buchillustration, \$c 1227
590	CMLA copy imperfect: wanting leaves 2a2-6 and 2L6; Binding: black quarter Morocco over brown boards; five rib lightly gilt spine with gilt "LONITZER, KREUTERBUCH" and "1560" on it; Ms inscription signed by Friedrich Wilhelm Schardt with date December 1857. Ms inscription by Schardt's father follows below that explains how the book came to Baltimore in 1858; Ms. contents in German on the recto of a leaf bound between the third front flyleaf and the title page, the ms. contents continue on the verso which also has the signature of Anna Coatley; German ms. list of medicines listed in the book with their foliation on a leaf laid in between the last leaf of text present and the first end flyleaf.
650 0	Natural history \$x Pre-Linneaen works.
650 0	Botany \$x Pre-Linneaen works.
650 0	Distillation.
655 7	Herbals. \$2 rbmsev
655 7	Woodcuts (prints) \$2 aat
655 7	Printers' devices. \$2 rbmsev
655 7	Quarter bindings. \$2 rbmsev
655 7	Morocco bindings. \$2 rbmsev \$5 oclwh
655 7	Inscriptions. \$2 rbmsev \$5 oclwh
655 7	Marginalia. \$2 rbmsev \$5 oclwh
655 7	Insertions. \$2 rbmsev \$5 oclwh
710 2	Chr. Egenolffs Erben, \$e printer
790 1	Schardt, Friedrich Wilhelm, \$e former owner.
790 1	Coatley, Anna, \$e associated name.
752	Germany \$d Frankfurt.