

**SACO Music Funnel Annual Report, July 2012-June 2013**  
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The Music Funnel continues to slowly expand. Submissions have increased substantially in the second half this year, but this has yet to be reflected in the number of approved subject headings, due to what seems to be somewhat increased time lag between receipt at LC and scheduling of submissions. Five new subject headings were approved through the funnel, all of which were submitted before mid-February 2013. Two more are currently scheduled for review in the latest tentative list. Ten subject heading proposals, 1 classification proposal, and 2 revised heading proposals are waiting to be scheduled.

The funnel recently received its own institution code (CaStSMF) and all future (and I hope those proposals currently not scheduled) will be submitted with that code.

I have found that the most effective way so far to publicize the funnel and its benefits, is to monitor MLA-L, MOUG-L, etc. and jump in when someone has a question about a non-existent subject heading. This method reaches those who have perhaps never considered submitting a subject heading before and those who are not full-time catalogers. Through this method and individual conversations with catalogers, submissions have increased.

I am in the process of completing a help sheet intended for publication in the *Music Cataloging Bulletin*, but I feel that the proactive encouragement of submissions through mailing lists has truly served us well thus far. The problem is less the actual submission process, in which I can talk individuals through any particular problems for that specific heading (and they do vary rather widely!) and do the submission myself, but in actually getting people to submit in the first place. Active encouragement may well work better than passive explanations. I also needed to figure out the workflow for those members who wish to submit their proposals directly in Minaret rather than filling out the worksheet. I just recently was able to confirm how this workflow would work.

While it seemed initially that MLA members would be very active in creation of records for the two thesauri (*Library of Congress Medium of Performance Thesaurus* and *Library of Congress Genre/Form Thesaurus*), this now seems less the case. LC catalogers will be carrying out this process using a method only available within the confines of LC, at least for medium of performance terms. This will likely be the same with genre/form terms, though it does seem likely that we will be submitting some revisions and new terms required for the thesaurus ahead of time through the funnel process. This will not require in itself any further training. Once we get closer to posting the genre/form terms, we will have a better idea about the type of training required for MLA people, if any.

**Goals 2013-2014**

Complete help sheet for SACO Music website and Music cataloging bulletin.

Provide oversight and submission for any new records required for the genre/form project through SACO Music.

Continue to publicize the funnel and its membership, with goal of further increasing participation.