

**Association for Library Collections & Technical Services
(A division of the American Library Association)
Cataloging and Classification Section**

Committee on Cataloging: Description and Access

**Chair's Report on CC:DA Motions and Other Actions
January–June 2004**

I. Motions and Votes

The following is a record of motions made and votes taken between January 17 and June 17, 2004.

- A. Possible co-sponsorship in name only of two Annual 2004 preconferences:** Vote of 7 yes, zero no, 1 abstention (third week of January), in favor of: co-sponsoring in name only an Annual 2004 Preconference, organized by the Networked Resources and Metadata Committee/Interest Group (NRMC), “Preconference on Putting the Digital Puzzle Together: Creating a Digital Project;” and not co-sponsoring NMRC’s program, “Metadata Enrichment for Subject Access,” since CC:DA’s charge specifically excludes subject cataloging.
- B. *CC:DA/TF/FRBR Terminology/8* [4JSC/LC/60; December 22, 2003]; *4JSC/LC/60/ALA response* [AACR Glossary; March 15, 2004]:** Vote of 8 yes, 0 no (second week of February), in favor of the ALA representative to JSC sending to JSC an ALA response that would incorporate: FRBR Task Forces comments on definitions; the comments made on this matter at Midwinter 2004 CC:DA meetings; and the email discussion. This was an extensive discussion which began at Midwinter 2004. The number of terms to be discussed – about 30 – was sufficient that the discussion had to be carried over to email discussion following Midwinter; the email discussion began in late January and continued to mid-February. The chair of the FRBR TF — Steven Arakawa — created a list of major topics by grouping definitions into these general areas. The CC:DA positions are given after each of these general areas: A. Main entry, added entry, access point, etc.: CC:DA provisionally accepted LC revisions, with the understanding that discussion is still required; B. Text: CC:DA recommends leaving current definitions as is; C. Edition definitions: CC:DA recommends retaining “edition,” since it is so widely used both in bibliographic scholarship and the publishing world; D. Item: CC:DA recommends retaining “copy” as a synonym for “item;” E. Issue and Part: CC:DA recommends restricted “Issue” to the traditional usage, where “Issue” is used only for successive parts of a serial; F. Physical carrier:

CC:DA perceives that LC's substitution of "physical carrier" for "materials" or "format" would be more clear if the definition of "Physical carrier" stated that printed material is within scope; and G. Kit, Multimedia, Game: CC:DA notes that although LC's recommendation of deleting "Kit" and "Multimedia" on the basis that these are dictionary definitions appears to be consistent with AACR Glossary policy, deleting these terms is not popular.

- C. ***CC:DA/TF/OPAC displays 2/3*** [Report of the Task Force to review "Guidelines for OPAC Displays;" January 30, 2004]; ***Chair/2003-2004/6*** [Comments on IFLA "Guidelines ...; January 30, 2004]: Vote of 8 yes, 0 no (third week of February), in favor of the chair sending on to the IFLA contact the task force report with CC:DA comments incorporated.
- D. ***4JSC/Sec9/ALA response*** [Comparison of "optional addition" and "optionally"; March 13, 2004]: Vote of 8 yes, 0 no (third week of February), in favor of the ALA representative to JSC sending to JSC an overview and summary of discussion on this topic, noting that the majority of comments are in favor of "optionally" in most cases, and not agreeing that there is a substantive difference between the two terms.
- E. ***CC:DA/TF/ISBD(G)/3*** [Report of the Task Force to Review ISBD(G), 2003 Revision; February 10, 2004]; ***CC:DA/Chair/2003-2004/7*** [Comments on "ISBD(G)...;" March 1, 2004]: Vote of 8 yes, 0 no (late February), for the chair to send on to the IFLA contact the task force report, with CC:DA comments incorporated.
- F. ***CC:DA/TF/Metadata records/3*** [Task Force to Review "Guidance on the Structure, Content, and Application of Metadata Records for Digital Resources and Collections;" January 30, 2004]; ***CC:DA/Chair/2003-2004/9*** [Comments on "Guidance ...;" March 8, 2004]: Vote of 8 yes, 0 no (first week in March) for the chair to send on to the IFLA contact the task force report, with CC:DA comments incorporated.
- G. ***4JSC/LC/54/LC followup/2/rev/ALA response*** [Proposal for the incorporation of authority control into AACR; March 24, 2004]: Vote of 7 yes, 0 no (second-third weeks of March), in favor of a motion for the ALA representative to JSC to send to JSC an overview and summary of CC:DA's discussion on Part 3, authority control. This followed extensive discussion on the matter, in which while there is agreement on the point that authority control should be incorporated into AACR and on notes in authority records, there was not always a clear consensus within CC:DA as to exactly how that should be done; for example, content of authority records and 21.5 (Purpose) and 21.6 (content) provoked considerable discussion and not necessarily agreement.

- H. *4JSC/CILIP-BL/2/ALA response* [A discussion paper on the description of multipart monographs and monographic series in AACR2; April 9]:** Vote of 7 yes, 0 no (first week of April) in favor of the ALA representative to JSC sending to JSC an overview and summary of CC:DA's discussion on the seriality of multipart. This motion followed considerable discussion of the differences in outlook of British catalogers and of U.S. catalogers on this matter. ALA made specific responses to each of the points in the CILIP-BL paper, the overview comments were: AACR communities sometimes use the same words to mean different things and it is important that we move forward by reaching common agreement on what is meant by terms such as collection, multipart monograph, and monographic series; vocabulary differences are probably the easiest difficulty to overcome; ALA welcomes LC's proposal for a definition of "Monographic series," and agrees that the "error" in AACR2 equating monographic series with series generally has been a source of confusion; differences in practices and habits present greater difficulties and ALA looks forward to fruitful discussion on these matters in Ottawa.
- I. *4JSC/Chair/71/rev/Chair follow-up /7/ALAREsponse* [JSC Format Variation Working Group: Sixth interim report; April 8, 2004]:** Vote of 6 yes, 0 no (early April), in favor of the ALA representative to the JSC sending to JSC an overview and summary of CC:DA's discussion on Format Variations WG proposals on Chapter 25 *4JSC/Chair/71/rev/Chair follow-up/7*, to include these additional comments:
- 2.8.5.** [additional comment on *Polyglot*] We would also suggest that perhaps separate **headings** might be used for the different language versions present, rather than the listing of languages in a single heading; the resulting collocation seems more useful.
- 3.1.1.** [additional comment] We suggest that the *Functional Requirements for Authority Records* (when available) might be helpful in providing such conceptual language.
- 3.1.2.** [additional comment] We suggest further that the language used there "conventional title used to collocate ..." — although long and unwieldy — might be part of the answer to our comment on section 2.11 of the Working Group report.
- J. *CC:DA/TF/Early Printed Monographs/1* [ALCTS/ACRL Task Force on Cataloging Rules for Early Printed Monographs]:** Vote of 8-0 (third week of April) in favor of changing the task force into a joint task force, to be named the ALCTS/ACRL Task Force on Cataloging Rules for Early Printed Monographs.
- K. "Orientation Document for New Members and Liaisons":** Vote of 8-0 (beginning of May) in favor of editing the draft document as per CC:DA

member comments on that document, and placing the revised document on the CC:DA webpage. CC:DA members working on the document were John Attig, Matthew Beacom, Kristin Lindlan, and Mary Lynette Larsgaard. The chair will send the URL document to all new representatives coming on to CC:DA after Annual 2004, and request their comments for improvements. The URL is: <http://www.libraries.psu.edu/tas/jca/ccda/orientation.html>

- L. ***CC:DA/TF/Program Planning 2005/1*** [Formation of Program Planning Task Force for Annual 2005]: Vote of 8-0 (first week of May) in favor of forming this task force. The topic of the program is AACR3, and the chair is Matthew Beacom. Other TF members will be appointed later, probably in summer and fall of 2004.
- M. ***CC:DA/TF/ISBD(ER)/1*** [Report of Task Force to Review ISBD(ER), 2004 Revision; April 23, 2004] ; ***CC:DA/Chair/2003-2004/10*** [Comments on “ISBD(ER) ...”]; May 17, 2004]: Vote of 8-0 (mid-June) in favor of accepting the report.

II. Other Discussions and Actions

- A. **Task forces created during Midwinter 2004:** There were three task forces created during the Midwinter meetings. Following Midwinter, the chair wrote charges for each, sent those charges to CC:DA in the mid January for comments, incorporated the comments into the charges, and then using signup sheets from Midwinter and in one case (Early Printed Monographs) recruiting additional members via another ALA cataloging group (RBMS Bibliographic Standards Task Force) and a listserv (AUTOCAT). The resulting charges and rosters are: ***CC:DA/TF/Differences/1 and 2*** [Task Force to Maintain the CC:DA Publication, “Differences Between, Changes Within;” March 8, 2004]; ***CC:DA/TF/Web presence/1 and 2*** [Task Force to Investigate CC:DA’s Web Presence; March 8, 2004]; and ***CC:DA/TF/Early Printed Monographs/***, which in late April morphed into a joint task force — see I.J above — ***CC:DA/TF/Early Printed Monographs/1 and 2*** [ALCTS/ACRL Task Force on Cataloging Rules for Early Printed Monographs]
- B. ***CC:DA/Chair/2003-2004/4*** [Comments on NISO standard, Z39.71-1999, “Holdings Statements for Bibliographic Items;” January 16, 2004]: CC:DA recommended “reaffirm and revise” as work to be done on this document to ALA’s Representative to NISO, Betty Landesman.
- C. ***CC:DA/Chair/2003-2004/8*** [2003-2004 CCS Committee Charge Review; March 1, 2004]: Working from an initial discussion email and extensive comments from CC:DA members, the chair wrote a response to PCC Liaison, David Banush, regarding the review of CC:DA’s charge and work. Major problem noted is the heavy workload for CC:DA members.

- D. *CC:DA/TF/Early Printed Monographs/1* [ALCTS/ACRL Task Force on Cataloging Rules for Early Printed Monographs]:** Following the motion (third week of April) to change this from a CC:DA task force to a joint task force, the chair emailed Jennifer Bowen, the chair of the CCS Executive Committee, requesting that the latter committee approve this joint task force, and send on that approval to the ALCTS Board of Directors for approval as needed. It seems possible this approval will occur sometime this summer.
- E. Strategic plan for AACR:** Matthew Beacom, chair of JSC and ALA Representative to the Joint Steering Committee for the Revision of AACR2 (JSC), announced in *4JSC/Chair/79/Rev/3* (May 17, 2004) that an editor will be hired for AACR3 (target date for publication: 2007), and that there will be fundamental changes in how JSC works with its constituencies, with the major one being that the constituencies will be responding to documents from the editor, rather than the constituencies creating documents, frequently at the specific request of JSC, that are sent to JSC.
- F. Liaisons, representatives, etc., to CC:DA:** Matthew Beacom, chair of JSC and ALA Representative to the Joint Steering Committee for the Revision of AACR2 (JSC), will have Annual 2004 as his last meeting in that role. The new ALA Representative to JSC will be Jennifer Bowen; this was announced in spring 2004.
- G. Review of ALCTS Web publication, *Guidelines for the Cataloging of Microform Sets*:** Since this request from the ALCTS Publications Committee was solely for a recommendation as to whether the document should be revised or withdrawn, previous CC:DA chair Kristin Lindlan recruited in early 2003 an informal group of three persons — Rebecca Culbertson, Kathleen Forsythe, Cynthia Whitacre — to prepare a review prior to ALA Annual 2004. By the end of January, the group had made this recommendation:
- ”The current document, which covers only microform sets, should be revised, and a new document, based on the 1989 document, be prepared. The revised document would cover cataloging of sets in all formats, including microform sets and sets of electronic books and serials.”
- The chair sent this recommendation on to Daniel Kinney, the CCS representative to the ALCTS Publications Committee on June 17, 2004, along with an inquiry as to whether the ALCTS Publications Committee will be asking CC:DA to revise this document. If the answer is yes, the chair will request from CC:DA a motion and second to form a task force to do this work.
- H. Response from Don Chatham, ALA Publications, to queries from CC:DA members at Midwinter (March 5, 2004):** Questions and summaries of Don’s responses follow.

1. *Concise AACR*: what types of libraries buy this? (e.g., school libraries? public libraries? special libraries?): The classroom “market” represented by university bookstores, retail bookstores, academic libraries and University purchases amounts to about 46% of the sales of *Concise*. Public Libraries amount to about 5% of the sales. Domestic distributors (e.g., Baker and Taylor) amount to about 20%, foreign distributors amount to about 16%. That leaves about 13% for all other customer types (associations, individuals, elementary/high schools, special libraries).
2. *Concise AACR*: does this/will this include the 2002 and 2003 Amendments packages? Yes, to the extent they impact the text of *Concise*.
3. *Cartographic Materials manual of interpretation for AACR*: CC:DA would very much like to see this as part of Catalogers Desktop and encourages ALA Publications to talk with LC CDS about how/when this might be done: ALA Publications recognizes the value of this and are preparing to pursue this possibility with LC. We have had preliminary discussions but do not yet have a concrete plan in place.
4. Web version of AACR? What are the possibilities here?: The only digital version of AACR2 is the one that the Library of Congress provides in their Cataloger's Desktop product. That is also the only pending online option as well.
5. Changes possibly required in ALA filing rules if 2 rule-change proposals discussed at Midwinter are approved by JSC, e.g., changes in orthography in German language, ([4JSC/ALA/56](#)) and deletion of Turkish word “bir” from list of articles ([4JSC/ALA/57](#)): ALA Publications thanks CC:DA for the heads-up.