

**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 24, 2007–May 31, 2007**

Motions and votes

The following is a record of motions made and votes taken between January 24 and May 31, 2007:

- A. [Vote on forwarding *CC:DA/PCC/2007/1* to the JSC; Feb. 5, 2007]:** The motion was “that the ALA Representative to the JSC forward *CC:DA/PCC/2007/1* as an addendum to the “Access Level for Serials, Working Group Final Report” previously submitted through the Library of Congress. The ALA at present endorses no action other than its addition to Appendix M of that “Final Report.” In forwarding *PCC/2007/1*, the ALA Representative shall include language based on discussions on the CC:DA list indicating the ALA recognizes: 1) that the option for using a series access point in lieu of a series statement is consonant with 2.4.0.3 as presently written; 2) that the debate is still very much alive within the ALA however regarding the appropriateness and wisdom of 2.4.0.3; and 3) that some of the details in *PCC/2007/1* are in the realm either of the yet to be released RDA part B or of local practice.” There were two votes yes and five votes no; the motion did not pass.
- B. *5JSC/ACOC rep/2/ALA response* [Additions to RDA based on MARC 21 elements; Mar. 7, 2007]:** The motion was “that CC:DA authorize an ALA response to *5JSC/ACOC rep/2* (Additions to RDA based on MARC 21 elements), based on comments by CC:DA collected in the CC:DA wiki, and discussion by CC:DA.” There were six votes yes and zero votes no; the motion passed.
- C. *5JSC/LC/10/ALA response* [Numbering for serials: alternative instruction; Mar. 12, 2007]:** The motion was “that CC:DA authorize an ALA response to *5JSC/LC/10* (Numbering for serials alternative instruction), based on comments collected in the CC:DA wiki, and discussion by CC:DA.” There were six votes yes and zero votes no; the motion passed.
- D. *5JSC/ALA/5* [Comments on RDA Scope and Structure; Mar. 15, 2007]:** The motion was “that CC:DA authorize an ALA response to *5JSC/RDA/Scope*, RDA Scope and Structure, based on the draft distributed and on comments made during CC:DA discussion.” There were seven votes yes and zero votes no; the motion passed.

E. CC:DA/TF/FRAD/1 and CC:DA/TF/FRAD/2 [Charge and roster for the Task Force to Review the Draft *Functional Requirements for Authority Data*; Apr. 13, 2007]:

The motion was “that CC:DA form a task force to review the 2nd draft of *Functional Requirements for Authority Data*.” There were six votes yes and zero votes no; the motion passed.

F. CC:DA/Chair/2006-2007/4 [Comments on LCRI Changes on “AACR2 Compatible” Headings Policies; Apr. 19, 2007]:

The motion was “that CC:DA approve a response to the revised Library of Congress Rule Interpretations for dealing with ‘AACR2 compatible’ headings, based on the draft distributed and on comments made during CC:DA discussion.” There were six votes yes and zero votes no; the motion passed.

Other actions

▪ ***Review of Draft of RDA, Part A, Chapter 3 and other related JSC documents***

During this time period CC:DA reviewed two proposals from other JSC constituencies, responded to *RDA Scope and Structure*, and began the review process for the draft of RDA, Part A, Chapter 3 and the addendum to Chapter 4. Comments for the review process were gathered in the CC:DA wiki hosted by ALA. Deadlines for comment entry were staggered:

- Feb. 26: *5JSC/RDA/Scope* comments
- Mar. 4: *5JSC/ACOC/rep 2* and *5JSC/LC/10* comments
- May 21: Chapter 3 and addendum to Chapter 4 comments
- May 30: Chapter 3 and addendum to Chapter 4 comments made by CC:DA members and the public

Comments on the drafts of Chapter 3 and addendum to Chapter 4 from non-CC:DA members in the United States were gathered using a form on the ALCTS website. Comments submitted via the form were emailed to the chair and interns and were entered into the CC:DA wiki. The deadline for comment submission was May 14 to allow time to enter the comments into the wiki by May 21 for review by CC:DA members.

▪ ***Task Force on CC:DA’s Internal and External Communication formed***

During its Midwinter 2007 meeting, CC:DA voted to establish a task force to look at external and internal communication. The roster and charge were completed at the end of Feb. 2007. The charge of the task force is:

- Reviewing the work of the relevant past task forces, the Task Force on Communication and Outreach (operating 1994-1995) and the Task Force to Investigate CC:DA’s Web Presence (operating 2004).
- Assessing the nature and content of CC:DA’s external communications and making recommendations for updating current documents or drafting new documents.
- Assessing the nature of CC:DA’s internal communication requirements.

- Determining the functional requirements for software applications to handle internal and external communication.
- Evaluating the nature and content of documents posted on the CC:DA website, investigating alternative methods for communicating this information and/or alternative methods for preparing and posting documents on the website.
- Evaluating and recommending mechanisms for migrating and maintaining CC:DA's website and its communication functions to an ALA-hosted application, including looking at the duties of the webmaster and how they can be folded into the CC:DA organizational structure.

The work of the task force, while important before, became critical with the announcement that John Attig, CC:DA's webmaster, was appointed ALA representative to the JSC. The first of the task force's interim reports will be discussed in D.C.

▪ ***Response to the proposed LCRI changes regarding "AACR2 Compatible" headings***

CC:DA sent in a response to the proposed LCRI changes regarding "AACR2 Compatible" headings. The tight turn around time did not allow for the formation of a task force do to the work. In lieu of a task force, CC:DA members entered comments into the wiki, and Bob Maxwell graciously agreed to draft a response document based on the comments. The response was sent to CPSO on Apr. 20, 2007.

▪ ***Task Force to Review the Draft of Functional Requirements for Authority Data formed***

In response to the invitation to review comments on the draft of *Functional Requirements for Authority Data* by the IFLA Working Group on Functional Requirements and Numbering of Authority Records, CC:DA voted to establish a task force. The roster and charge were completed on Apr. 26, 2007. The task force is charged with preparing a review of the draft, for transmittal to the chair of CC:DA by June 12, 2007. The task force review will be discussed in D.C. A response based on the task force's review report will be sent to the IFLA working group by its deadline of July 15, 2007.

▪ ***CC:DA wiki transition***

CC:DA has successfully transitioned from using a document collaboration software package hosted by the Davidson Library, University of California, Santa Barbara to one hosted by ALA. The new CC:DA wiki uses MediaWiki software which is the software used by Wikipedia. The transition went relatively smoothly. Methods to migrate the wiki documents still on the server at UCSB to an ALA server are being investigated. Those documents will be migrated by the end of 2007.

CC:DA owes a debt of gratitude to the Davidson Library at UCSB and Mary Larsgaard, past chair, for the willingness to host the work of CC:DA until the transition and migration is complete.

▪ ***Public CC:DA email discussion list***

At Midwinter 2007, there was a request to open up the CC:DA email discussion list to non-members, who would be able read CC:DA emails but not post messages. Methods of doing this have been investigated by Charles Wilt of the ALCTS office with the aid of the IT personnel at ALA. To ensure that CC:DA be able to do its work efficiently and effectively, CC:DA will need to have two email discussion lists: one open to public subscription with posting restricted to CC:DA members and one restricted only to CC:DA members for passwords, JSC document distribution, and other internal communication. The use of a restricted email discussion list is not in violation of ALA policy (see Actions of the ALA Council at the 2003 ALA Midwinter Meeting). The effective date for these email discussion lists will be announced in D.C.