

**Discussion Paper:  
Proposed Changes to CCS Policy on  
ALA/Non-ALA representation on CC:DA**

submitted by Jennifer Bowen, CCS Chair

**Summary:**

The following changes are proposed to the document that determines what groups are eligible for representation on CC:DA. CC:DA members and other interested parties are invited to respond to the proposed changes in order to inform discussion of this issue by the CCS Executive Committee during and following ALA Midwinter, 2004.

The wording below is taken from the current procedures supplied by ALCTS Staff, with the proposed changes indicated.

Rationale for the proposed changes follows below.

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**CCS Policy on  
ALA/Non-ALA representation on CC:DA**

In addition to nine voting members appointed through CCS, Committee on Cataloging: Description and Access (CC:DA) and five ex officio representatives (from the Joint Steering Committee, ALCTS, OCLC, RLG, and the Library of Congress), membership includes a number of non-voting liaisons appointed by various bodies that are invited to have representation on CC:DA.

Representation on the Committee on Cataloging: Description and Access is limited to:

- ALA Divisions;
- ALA Roundtables;
- ALCTS Sections;
- ALCTS Committees: ~~Audiovisual, Technical Services Measurements, MARBI;~~
- CCS Committees: Committee on Cataloging: Asian and African Materials, Cataloging of Children's Materials Committee
- Non-ALA organizations that:
  1. are national or international in scope, and
  2. have a body charged by the parent organization to formulate positions on cataloging policy, and
  3. typically broaden the ~~type of library or type of material~~ representation on CC:DA to include a community not already represented, and
  - ~~4. are not represented by an ALA unit which has the same focus.~~

An organization that has been denied liaison status to CC:DA by the CCS Executive Committee may wish to appeal that decision. To do so, the organization shall send a letter to the CCS executive committee chair, copied to the CC:DA chair, stating the reasons for being reconsidered.

The CCS executive committee shall review the appeal, and its decision shall be communicated to the organization, the ALCTS Executive Director, the ALCTS president, and the CC:DA chair.

If the appeal is denied, and the organization wished further consideration, it shall send a letter of appeal to the ALCTS president, copied to the CCS Executive Committee chair, and the CC:DA chair.

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## Rationale for proposed changes

### Introduction:

The explicit mention of the ex officio representatives here is intended to clarify that liaisons are *in addition* to the ex officio representatives, and, thus, that the criteria in the rest of the document do not apply to the ex officio representatives.

### ALCTS Committees:

The changes are needed because the ALCTS Audiovisual and Technical Services Measurements Committees no longer exist.

### Non-ALA Organizations (Provisions 3 and 4):

Removing Provision 4 and broadening Provision 3 from its current focus on types of libraries and types of materials will potentially allow representation on CC:DA from organizations who are excluded under the current provisions.

Potentially increasing the number of CC:DA liaisons may have some impact upon the logistics of CC:DA meetings, but should have only a small administrative impact on the group because the committee already distributes all documents electronically.

The proposed changes will facilitate CC:DA's outreach efforts to organizations outside of ALA. As ALA's activities in general are more focused upon electronic resources and other nonprint materials, there is likely to be more overlap in the future with outside groups that also focus upon these materials. While input from interested ALA units is essential in order for CC:DA's decisions to fully represent ALA, the presence of an ALA group devoted to a certain topic should not deny CC:DA input from a non-ALA group, which may offer a very different, and valuable, perspective on an issue.

CC:DA must be well-positioned to contribute to the Joint Steering Committee's work toward its strategic plan, which includes (under Item 4), the goal of building relationships with other groups. The JSC Strategic Plan specifically mentions groups outside of the library community such as VRA, ICA, ICOM-CIDOC, and the Dublin Core Metadata Initiative Working Group. During the past decade, CC:DA has also made outreach a priority, beginning with the establishment of a Task Force on Communication and Outreach in 1994. Fully half of the 34 CC:DA Task Forces listed on the CC:DA website have been charged with examining or responding to the work of outside organizations and standards, including IFLA, ISO, ONIX, ANSI/NISO (Dublin Core), AMIM, VRA, AMREMM, and various metadata efforts. In order to contribute effectively to these non-ALA initiatives, CC:DA must be as well-informed as possible.

The changes proposed here to the CC:DA Procedures document are focused upon the single issue of providing broader representation from non-ALA groups. It may be argued that even broader changes to the CC:DA Procedures document are also needed to address, for example, the ALCTS bylaws change that allows for the formation of interest groups (i.e. should interest groups be allowed to have CC:DA representation?).

This concern, and others, can be addressed this year as the CCS Policy and Planning Committee undertakes a broad examination of CC:DA as part of Policy and Planning's periodic review of each CCS committee. However, it is not necessary for the CCS Executive Committee to await the outcome of that process (probably a year or more) before making incremental changes to the CC:DA procedures that will be beneficial in the shorter term.