

TO: Adam Schiff  
FROM: Mary Lynette Larsgaard  
RE: Compilation of rule change proposals for cartographic materials  
DATE: May 22, 2001

At the JSC meeting in early April of 2001, JSC requested:

- a. a clean-copy compilation of rule change proposals for cartographic materials, to be presented to CC:DA at the ALA Annual 2001 meetings; and
- b. a clean-copy version of Chapter 3 with the rule change proposals interpolated; to be prepared after the CC:DA decision on the clean-copy compilation (a. above), and transmitted to the ALA representative to JSC one month prior to the autumn JSC meeting.

Following this cover memo is the clean-copy compilation of rule change proposals. These proposals are composed of:

- a. proposals presented, and accepted by JSC, at the JSC meeting in September of 2000, in London; and
- b. proposals presented at the JSC meeting in April of 2001, with changes requested by ACOC, CCC, and LC incorporated into the proposals; BL was unfortunately unable to attend the April meeting, and noted that while it did not expect to have any problems with any of the rule changes, it did need more time to canvass its map-cataloging community. The day prior to the first day of the JSC meeting, we had the great good fortune to have a meeting composed of Velma Parker (National Archives of Canada) Elizabeth Mangan, Barbara Story, and me so that we could work over the ACOC, CCC, and LC responses and incorporate those responses into the document that was presented at the JSC meeting on April 3.

For the compilation of rule change proposals, following the JSC April meeting I incorporated all the changes to the rule proposals discussed at that meeting and sent out that document for comment to the members of the Anglo-American Cataloguing Committee for Cartographic Materials (AACCM). After I made the corrections they noted, I incorporated the rule change proposals from the September 2000 JSC meeting, and sent that document out for comment to the group and to MAGERT's Cataloging and Classification Committee. I then made the corrections they noted on that document.

A few words here about the clean-copy version of Chapter 3. Bruce Johnson (LC) speedily provided a digital file of the current Chapter 3, and John Attig just as speedily has gone to work on getting the file in the form he needs to mount it on the CC:DA Web site.

## List of rule proposals

Itemized below are the proposals with JSC actions, dates of actions, and changes made in the April 2001 meeting. Reasons for inclusion are given for those rules that are included because of, e.g., changes to examples required by other rule changes proposals. Generally speaking, correction of typos and changes made to match AACR style are not listed. Changes made after the April JSC meetings (due to comments by members of AACCCM and MAGERT CCC) are given at the end of each, and start with the word, "NOTE."

Not included in this package are rule changes that will be necessary in other rules in Chapter 3 (e.g., the SMD change from "relief model" to "model" will require changes in some rules not herein included) and rule change proposals that JSC has in process. The former will be included in the clean copy of Chapter 3, which MAGERT will work on following ALA Annual 2001, to be ready for JSC's autumn 2001 meeting; the other changes will be incorporated by JSC by late summer of 2001.

- 3.0A1:** accepted as in ALA proposal by those JSC members present; 4/2001
- 3.1B3:** accepted but with LC wording (4JSC/ALA/31/LC response), 9/2000
- 3.1F2:** rule to be deleted, as proposed in ALA proposal, 9/2000
- 3.3:** accepted as in ALA proposal by those JSC members present, with minor changes having to do with 1999 Amendments; 4/2001
- 3.3A1:** accepted as in ALA proposal by those JSC members present; 4/2001. NOTE: Instruction on spacing for format deleted, since format is not given in the appropriate rule.
- 3.3A3:** accepted as in ALA proposal with addition of one example from ACOC by those JSC members present; 4/2001.
- 3.3B1:** accepted as in ALA proposal, with some rearrangement, by those JSC members present; 4/2001
- 3.3B4:** current 3.3B4 and 3.3B5 deleted and merged into a single rule dealing with multiple scales, which was accepted as in ALA proposal, with minor ALA style changes, by those JSC members present; 4/2001. NOTE: change proposed after the JSC meeting – 3.3B4 a., last sentence: If there is only a collective title, give the largest scale first.
- 3.3B5, 3.3B6, 3.3B7:** considerable change in current 3.3B5 through 3.3B8; accepted (some shifting around) mainly as in ALA proposal by those JSC members present; 4/2001. NOTE: Change in SMD means that ... sentence should start, "In describing a model, (e.g., relief model) [etc.]"
- 3.3C2:** accepted as in ALA proposal by those JSC members present, and as a result 3.5B8 gains an example about ellipsoid; 4/2001
- 3.3D1:** accepted by those JSC members present, after incorporation of ACOC and CCC requests for changes; 4/2001. NOTE: In paragraph 7, the sentence should be: "Polygons must have non-intersecting boundaries."
- 3.3E and 3.3E1:** accepted as in ALA proposal by those JSC members present; 4/2001
- 3.3F and 3.3F1:** accepted as in ALA proposal by those JSC members present, after incorporation of additional examples and deletion of "object type"; 4/2001. NOTE: Sentence on punctuation added at end of the first paragraph
- 3.3G and 3.3G1:** accepted as in ALA proposal by those JSC members present, after correction of serial terms (as per 1999 Amendments); 4/2001

- 3.5B1:** accepted as in ALA proposal, 9/2000
- 3.5B2:** accepted as in ALA proposal, 9/2000
- 3.5C1:** accepted but with CCC wording, 9/2000. NOTE: Delete from first phrase on list "(e.g., both sides) for maps" since we now have a rule defining layout; rest of 3.5C renumbered to match order of items on the list. Third phrase on list changed to "number of maps, etc., and other illustrative matter in an atlas" to cover all the possibilities we map catalogers could think of.
- 3.5C2:** CCC proposal; accepted by those JSC members present, with some rewording by ALA; 4/2001
- 3.5C3:** accepted as in ALA proposal by those JSC members present; 4/2001
- 3.5C4:** renumbering; accepted as in ALA proposal by those JSC members present; 4/2001
- 3.5C5:** renumbering; accepted as in ALA proposal by those JSC members present; 4/2001
- 3.5C6:** accepted as in ALA proposal by those JSC members present; 4/2001. NOTE: In last example, "mylar" is now "Mylar," since this is the brand name of a product sold by Dupont.
- 3.5C7:** renumbering; accepted as in ALA proposal by those JSC members present; 4/2001
- 3.5C8:** renumbering; accepted as in ALA proposal by those JSC members present; 4/2001
- 3.7B2:** accepted as in ALA proposal by those JSC members present; 4/2001
- 3.7B3:** accepted as in ALA proposal except for LC's change in last note (4JSC/ALA/31/LC response), 9/2000
- 3.7B8:** accepted as in ALA proposal by those JSC members present, after additions from CCC and LC responses; 4/2001. NOTE: Punctuation instructions changed from 3 sentences to 1 sentence. Note on f-stop and altitude inserted in quotation marks, since if this note were in the cataloger's words, it would explain what is meant by "f5.844" and "alt."
- 3.7B10:** accepted as in ALA proposal by those JSC members present, after 3 examples at end moved to their correct location in 3.7B8; 4/2001
- 3.7B12:** accepted as in ALA proposal by those JSC members present; 4/2001
- Glossary:** accepted as in ALA proposal by those JSC members present; 4/2001

**3.0A1.** The rules in this chapter cover the description of cartographic materials of all kinds. Cartographic materials include all materials that represent the whole or part of the earth or any celestial body. These include two- and three-dimensional maps and plans (including maps of imaginary places); aeronautical, nautical, and celestial charts; atlases; globes; block diagrams; sections; aerial photographs with a cartographic purpose; bird's-eye views (map views); etc. They do not cover in detail the description of early or manuscript cartographic materials, though the use of an additional term in the physical description (see 3.5B) and/or the use of the specific instructions in chapter 4 will furnish a sufficiently detailed description for the general library catalogue. For items falling within the scope of other chapters but presenting cartographic information (e.g., some wall charts, some playing cards), consult the rules in this chapter in conjunction with those of the chapter appropriate to the item.

**3.1B3.** If the chief source of information bears more than one title, choose the title proper as instructed in 1.1B8 if the titles are in two or more languages or scripts. Record the other titles as parallel titles. If both or all of the titles are in the same language and script, choose the title proper on the basis of the sequence or layout of the titles. If these are insufficient to enable the choice to be made or are ambiguous, choose the most comprehensive title. Record the other titles in a note if considered to be important (see 3.7B4).

Give the source of the title proper in a note (see 3.7B3) if considered to be important.

## DELETE RULE

~~**3.1F2.** Add a word or short phrase to the statement of responsibility if the relationship between the title and the person(s) or body (bodies) named in the statement is not clear.~~

~~Maps of the Mid-west [GMD] / [edited by] D.M. Bagley~~

## 3.3. MATHEMATICAL AND OTHER MATERIAL SPECIFIC DETAILS AREA

Contents:

- 3A. Preliminary rule
- 3B. Statement of scale
- 3C. Statement of projection
- 3D. Statement of coordinates and equinox
- 3E. File characteristics
- 3F. Digital graphic representation
- 3G. Numbering related to serials

### 3.3A. Preliminary rule

#### 3.3A1. Punctuation

- For instructions on the use of spaces before and after prescribed punctuation, see 1.0C.
- Precede this area by a full stop, space, dash, space.
- Precede each repetition of this area by a full stop, space, dash, space.
- Precede the projection statement by a semicolon.
- Enclose the statement of coordinates and equinox in one pair of parentheses.
- If both coordinates and equinox are given, precede the statement of equinox by a semicolon.
- Precede the statement of epoch by a comma.
- Precede the object type by a space, colon, space.
- Enclose each statement on the number of objects in parentheses after the object type.
- Precede the VPF level by a space, semicolon, space.

**3.3A3.** If more than one material specific details area is required, give them in the following order: mathematical data; file characteristics; digital graphic representation; and numbering related to serials.

Scale not given (W 138°59'–W 93°47'/N 74°25'–N 69°16'). – Electronic data

Scale 1:250,000 ; universal transverse Mercator proj. (E 138.00°–E 153.92°/  
S 9.00°–S 29.83°). – Raster : pixel. – 1996-

**3.3B1.** Give the scale of a cartographic item (except as noted below) as a representative fraction expressed as a ratio (1: ). Precede the ratio by *Scale*. Give the scale even if it is already recorded as part of the title proper or other title information.

Scale ca. 1:36,000,000  
(*Scale as it appears on the item*)

Bartholomew one inch map of the Lake District [GMD]. – Rev. – Scale 1:63,360

If a scale statement found in the chief source of information or accompanying material is not expressed as a representative fraction give it as a representative fraction in square brackets.

Scale [1:253,440]  
(*Scale statement reads: 1 inch to 4 miles*)

If a representative fraction or other scale statement is found in a source other than the prescribed source of information (e.g., on a container or case not used as the chief source) or accompanying material, give the scale as a representative fraction in square brackets.

Scale [1:63,360]

If no scale statement is found in the chief source of information or accompanying material nor on the item's container or case, estimate a representative fraction from a bar scale or a grid, and give it in square brackets preceded by *ca.*

Scale [ca. 1:63,360]

If no scale can be determined by any of the above means, give *Scale not given*.

*Optionally*, estimate a scale by comparison with a cartographic item of known scale and give it in square brackets preceded by *ca.* If no scale can be determined by comparison, give the statement *Scale indeterminable*.

For electronic resources, give the scale if the resource has a scale statement or if the scale is already recorded as part of the title proper or other title information. Otherwise, give *Scale not given*.

Scale 1:3,000,000  
(*Scale appears in title: ArcWorld 1:3M*)

**3.3B4.** In describing a cartographic item in which the main maps, etc. are of more than one scale, give *Scales differ*.

*Optionally*:

- a. If the description is of a cartographic item with two or more scales, and the projections and/or coordinates are also different for each main item, give each scale in a separate scale statement. If there is more than one title, give the scale statements in the same order in which the titles are given. If there is only a collective title, give the largest scale first.

Scale 1:50,000 (W 94°42'4"–W 93°00'00"/N 49°00'00"–N 48°31'00"). – Scale 1:250,000 (W 94°43'–W 92°00'/N 49°00'–N 48°13')

- b. If the description is of a cartographic item with two or more scales, and the projection and coordinates are the same for each main item, give the scales in one scale statement. If there is more than one title, give the scales in the same order in which the titles are given. If there is only a collective title, give the largest scale first.

Scale 1:7,819,000 and [ca. 1:15,000,000] (E 66°–E 138°/N 54°–N 18°)

*Optionally*, give each scale with its associated mathematical data in separate scale statements.

Scale 1:7,819,000 (E 66°–E 138°/N 54°–N 18°). – Scale [ca. 1:15,000,000] (E 66°–E 138°/N 54°–N 18°)

**3.3B5.** If an item is not drawn to scale, give *Not drawn to scale*. Do not estimate a scale.

**3.3B6.** Give a statement of scale for a cartographic item with a nonlinear scale (e.g., celestial charts; some maps of imaginary places) only if the information appears on the item. If no scale statement is found on the item, give *Scale not given*. Do not estimate a scale.

Scale 1' per 2 cm.

**3.3B7.** In describing a relief model or other three-dimensional item, or a two-dimensional representation of a three-dimensional item (e.g., block diagram, profile), give the vertical scale (specified as such) after the horizontal scale if the vertical scale can be ascertained.

Scale 1:744,080. 1 in. to ca. 28 miles. Vertical scale ca. 1:96,000

Scale 1:250,000. Vertical exaggeration 1:5

**3.3C2. Optional addition.** Give phrases associated with the projection statement that concern meridians and/or parallels. Information about ellipsoids may be given in a note (see 3.7B8).

; transverse Mercator proj., central meridian 35°13'30"E

; azimuthal equidistant proj. centered on Nicosia, N 35°10', E 33°22'

**3.3D1.** For terrestrial maps, etc., give the coordinates in the following order:

westernmost extent of area covered by item (longitude)  
easternmost extent of area covered by item (longitude)  
northernmost extent of area covered by item (latitude)  
southernmost extent of area covered by item (latitude)

Express the coordinates in degrees (°), minutes (′), and seconds (″) of the sexagesimal system (360° circle) taken from the Greenwich prime meridian. Precede each coordinate by W, E, N, or S, as appropriate. Separate the two sets of longitude and latitude by a diagonal slash, neither preceded nor followed by a space. Separate each longitude or latitude from its counterpart by a dash, neither preceded nor followed by a space.

(E 79°–E 86°/N 20°–N 12°)

(E 15°00′00″–E 17°30′45″/N 1°30′12″–S 2°30′35″)

(W 74°50′–W 74°40′/N 45°5′–N 45°00′)

*Optionally*, record coordinates as decimal degrees. Coordinates given in decimal degrees for locations east of Greenwich and north of the equator are expressed as positive numbers and may be preceded by a plus sign. Locations west of Greenwich and south of the equator are expressed as

negative numbers and are preceded by a minus sign. Do not include the plus or minus sign, but precede each coordinate by W, E, N, or S, as appropriate.

(W 95.15°–W 74.35°/N 56.85°–N 41.73°)

*Optional addition.* In situations where a more precise indication of geographic coverage is desired, describe each closed polygon using a string of coordinate pairs, in which each pair represents a vertex of the polygon.

List coordinate pairs in clockwise order, starting with the southeasternmost vertex of the polygon. In each coordinate pair, give longitude, followed by latitude, and express each in degrees, minutes, and seconds as appropriate to the size of the area being described.

Enclose each coordinate pair string in parentheses; separate longitude from latitude in any one pair with a diagonal slash neither preceded nor followed by a space, and separate coordinate pairs within a string with space, semicolon, space.

Polygons must have non-intersecting boundaries. The first and last coordinate pairs are the same.

(W 114°/N 32° ; W 117°/N 33° ; W 121°/N 35° ; W 125°/N 43° ; W 120°/N 42° ;  
W 120°/N 39° ; W 115°/N 34° ; W 114°/N 32°)

For situations in which an area or areas within a given polygon are excluded, list the coordinate pairs for any excluded area as given above, but in counterclockwise order.

(W 115°40'/N 33°15' ; W 115°35'/N 33°20' ; W 115°55'/N 33°32' ; W 116°5'/  
N 33°32' ; W 116°10'/N 33°30' ; W 115°50'/N 33°20' ; W 115°40'/N 33°15')

*Optionally*, give other meridians found on the item in the note area (see 3.7B8).

### **3.3E File characteristics**

**3.3E1.** Give the file characteristics for the item as instructed in 9.3.

Scale not given (W 138°59'–W 93°47'/N 74°25'–N 69°16'). – Electronic data

### **3.3F. Digital graphic representation**

**3.3F1.** For an electronic resource, if the information is readily available, give the data type (e.g., raster, vector, point), the object type (e.g., point, line, polygon, pixel), the number of objects used to represent spatial information, and the topology level (e.g., VPF).

Point : entity point

Raster : pixel (5,000 x 5,000)

Vector : edge (70) ; VPF2

Vector : points, lines and polygons

Vector : network chains

Vector : point (13671), string (20171), GT-polygon composed of chains (13672)

### 3.3G. Numbering related to serials

**3.3G1.** Give the numbering for the item as instructed in 12.3.

Scale 1:3,000,000 at 45° N ; polar stereographic proj. (W 140°–W 52°/N 78°–N 41°). – 1st ed. (1976)-

Scale 1:3,000,000 at 45° N ; polar stereographic proj. (W 140°–W 52°/N 78°–N 41°). – 1st ed. (1976)-3rd ed. (1978)

Scales differ. – Feb. 28-Mar. 6, 1983-Nov. 12-18, 1984

**3.5B1.** Give the extent of a cartographic item. In the case of atlases and globes, give the number of physical units. In the case of other cartographic items, give the number of maps, etc. Use arabic numerals and one of the following terms. If the item is manuscript, precede the term by *ms.*

atlas  
diagram  
globe  
map  
model  
profile  
remote-sensing image  
section  
view

1 globe

1 map

1 ms. map

3 diagrams

10 identical maps

If a cartographic item is not comprehended by one of the above terms, use an appropriate term preferably taken from subrule .5B of one of the chapters of part I.

7 wall charts

52 playing cards

If the sheets or volumes of an item are very numerous and the exact number cannot be readily ascertained, give an approximate number.

ca. 800 maps

If a cartographic item contains, or consists of, tactile data, follow the instructions in 3.5B5.

**3.5B2.** If there is more than one map, etc., on one or more sheets, specify the number of maps, etc., and the number of sheets.

6 maps on 1 sheet

8 sections on 3 sheets

If the maps, etc., are printed in two or more segments designed to be fit together to form one or more maps, etc., give the number of complete maps, etc., and:

a) the number of segments if all the segments are on a single sheet

1 section in 4 segments

2 views in 6 segments

b) the number of sheets if the segments are on separate sheets.

1 map on 4 sheets

*Optionally*, omit the specifications of the number of sheets or segments from the specific material designation and, if desired, give such information in a note (see 3.7B10).

6 maps

*Note:* Maps on one sheet

2 views

*Note:* Each view in 6 segments

If an item consists of a number of sheets each of which is a complete map, etc., treat it as a collection and describe it as instructed in 3.5B1.

**3.5C1.** Give the following details, as appropriate, in the order set out here:

layout  
production method  
number of maps, etc., and other illustrative matter in an atlas  
colour  
medium  
material  
mounting

9 maps on 1 sheet : both sides, col.

**3.5C2. Layout.** Describe any unusual layout of the map(s), etc. on the sheet(s). Use *both sides* if the item is continued at the same scale on the other side of the sheet(s); or, if collectively describing multiple map(s), etc., that are on both sides of the sheet(s). However, if the same map, etc., is represented in more than one language on each side of the sheet, use *back to back*.

1 map : both sides, col.

3 maps on 1 sheet : both sides, col.

2 maps on 1 sheet : back to back, col.

**3.5C3. Production method.** Give the method of production (other than printing), or reproduction, if considered significant. For photomechanical reproductions either use a general term (*photocopy*), or give the generic name of the process (e.g., *blueprint*, *blueline*, *white print*).

**3.5C4. Number of maps, etc., and other illustrative matter in an atlas.** Give the number of maps, etc., in an atlas as instructed in 2.5C.

1 atlas (xvi, 97, 100 p.) : 35 col. maps

1 atlas (330 p.) : 100 col. maps (some folded)

1 atlas (207 p.) : ca. 190 maps

**3.5C5. Colour.** If an item is coloured or partly coloured, indicate this. Disregard coloured matter outside a map, etc., border.

1 map : col.

4 maps : 2 col.

1 globe : col.

1 ms. map : col.

10 maps : some col.

**3.5C6. Medium.** *Optionally*, give the medium (e.g., pencil, ink) used to draw and colour a manuscript cartographic item. If a printed work is hand coloured, the medium may be recorded after the indication of colour.

54 ms. maps : col., pen and ink on Mylar

1 map : hand col. in pencil

**3.5C7. Material.** Give the material of which the item is made if it is considered to be significant (e.g., if a map is printed on a substance other than paper).

1 map : col., plastic

1 map : col., silk

1 globe : col., wood

1 ms. map : col., vellum

**3.5C8. Mounting.** If a map, etc., is mounted, indicate this. Indicate the mounting of a globe.

1 map : col., mounted on linen

1 globe : col., wood, on brass stand

1 globe : plastic, on metal stand

**3.7B2. Language.** Give the language(s) of captions, etc., and text, unless this is apparent from the rest of the description.

In Esperanto

Includes text in Finnish, Swedish, English, and German

Place names in Italian

Legend in English and Afrikaans

In English, except for title and "La mer du Nord"

**3.7B3. Source of title proper.** Make notes on the source of the title proper if it is other than the chief source of information or if considered important.

Title from container

Title from separate wrapper

Title from: A list of maps of America / P.L. Phillips. p. 502

Title from panel

**3.7B8. Mathematical and other cartographic data.** Make notes on the magnitude of celestial charts.

Limiting magnitude 3.5

Give mathematical data not already included in the mathematical data area for remote-sensing images.

"f5.844, alt. 12,000 ft."

Give other mathematical and cartographic data additional to, or elaborating on, that given in the mathematical data area.

Scale of original: ca. 1:1,300

Oriented with north to right

Prime meridians: Ferro and Paris

Scale departure graph: "Statute miles, Mercator projection"

Military grid

Scale statements given in title order

Clarke 1886 ellipsoid

If the information is readily available, give the horizontal coordinate system (geographic system or map projection or grid coordinate system) and the name of the geodetic datum, and, if applicable, the vertical coordinate system (e.g., for digital elevation models). Enclose each set of projection or ellipsoid parameters in parentheses; separate the multiple parameters by a space, semicolon, space; and precede the secondary/related reference method by a space, colon, space.

Altitude datum name: National Geodetic Vertical Datum of 1929 ; altitude  
resolution: not given ; units of measurement: feet ; vertical encoding method: explicit  
elevation coordinate included with horizontal coordinates

Geographic system: coordinates ; longitude resolution: 0.0004 ; latitude resolution: 0.0004 ; unit of measure: decimal degrees

Projection: Lambert conformal conic (standard parallels: 38.3 ; 39.4 ; longitude of central meridian: -77 ; latitude of projection origin: 37.8333 ; false easting: 800000 ; false northing 0)

Horizontal datum name: North American datum of 1927 ; ellipsoid name: Clarke 1866 (semi-major axis: 6378206.4 ; flattening ratio: 294.98)

If the scales differ (see 3.3B4) and if one or more of the scales is readily discernible and can be expressed concisely, give the scale(s).

Scale of third and fourth maps: 1:540,000

Scales: 1:250,000, 1:200,000, 1:150,000

Predominant scale: 1:250,000

**3.7B10. Physical description.** Make notes on important physical details that are not included in the physical description area, especially if these affect the use of the item. If the item is a photoreproduction and the general term (*photocopy*) is used in the physical description area (see 3.5C6), give the generic name of the process, if it is likely to affect the use of the item (e.g., when it is a blueline print).

Irregularly shaped

Hand coloured

Blueprint

Watermark: C. & I. Honig

In wooden case bearing, on its inner faces, representations of the celestial hemispheres

Bound in vellum

Legends in braille

County boundaries tactile

Mounted map created from several segments

**3.7B12. Series.** Make notes on series data that cannot be given in the series area.

Some sheets have series designation: Direct route map

## Glossary

**Cartographic material.** Any material representing the whole or part of the earth or any celestial body at any scale. Cartographic materials include two- and three-dimensional maps and plans (including maps of imaginary places); aeronautical, nautical, and celestial charts; atlases; globes; block diagrams; sections; aerial photographs with a cartographic purpose; bird's-eye views (map views), etc.

**Chart (Cartography).** A map designed primarily for navigation through water, air, or space. *See also Map.*

**Map.** A representation, normally to scale and on a flat medium, of a selection of material or abstract features on, or in relation to, the surface of the earth or of another celestial body. *See also Chart (Cartography).*