

To: Mary L. Larsgaard, Chair, CC:DA
From: Jennifer Bowen, ALA Representative to JSC
Subject: Designations of function (21.0D): Revised Proposal

The attached rewrite of the proposed revision of Rule 21.0D incorporates the comments received from the JSC constituent bodies at the April 2004 JSC meeting in Ottawa, and takes into account decisions made by the JSC in Ottawa that a standard list of designations cannot be accommodated in the rules, and not to consider a change in the placement of this rule for the 2005 revision packet.

One suggestion in the LC response — to include an example of a heading with a designation of function — has not been followed because Chapter 21, on Choice of Access Points, otherwise does not include actual examples of headings.

Additionally, as pointed out in the CCC response, some changes will be needed to reconcile Appendix B with the revised 21.0D1 if some abbreviations are removed from the rule, and these are included here as well.

Proposed revision to 21.0D:

21.0D. *Optional addition.* Designations of function

21.0D1. ~~In the cases noted below, add an abbreviated designation of function to an added entry heading for a person.~~ Add a term or other designation of function to a heading for a person or corporate body to show explicitly their relationship to the resource being catalogued. Such an addition might be desirable for the purposes of identification, collocation, or file arrangement. Except for designations specified in particular rules, use standard lists appropriate to the material being catalogued as the source for such designations.

FUNCTION PERFORMED	DESIGNATION
Compiler	comp.
Editor	ed.
Illustrator	ill.
Translator	tr.

Add other designations to headings as instructed in particular rules.

~~In specialist or archival cataloguing, when desirable for identification or file arrangement, add designations from standard lists appropriate to the material being catalogued.~~

Clean copy of revised rule:

21.0D. *Optional addition.* Designations of function

21.0D1. Add a term or other designation of function to a heading for a person or a corporate body to show explicitly their relationship to the resource being catalogued. Such an addition might be desirable for the purposes of identification, collocation, or file arrangement. Except for designations specified in particular rules, use standard lists appropriate to the material being catalogued as the source for such designations.

Add other designations to headings as instructed in particular rules.

Proposed Revision to Appendix B.2A:

B.2. HEADINGS

B.2A. Use only the following categories of abbreviations in headings:

- 1) those that are integral parts of the heading (e.g., *St.* (Saint)), if the person or corporate body uses the abbreviation
- 2) designations of function (~~e.g., *comp.*~~) (see 21.0D)

Clean Copy of Revised Rule:

B.2. HEADINGS

B.2A. Use only the following categories of abbreviations in headings:

- 1) those that are integral parts of the heading (e.g., *St.* (Saint)), if the person or corporate body uses the abbreviation
- 2) designations of function (see 21.0D)

Proposed Revisions to Appendix B.9:

B.9. ROMAN ALPHABET ABBREVIATIONS

_____ compiler _____	_____ comp.⁶ _____
_____ editor _____	_____ ed.⁶ _____
_____ illustrator _____	_____ ill.⁶ _____
_____ translator _____	_____ tr.⁶ _____

...

5. Use in headings and in indicating the period when a manuscript was probably written.
6. ~~Use only in a heading as a designation of function (see 21.0D).~~
7. 6. Do not use in recording the extent of the item in the case of music.
8. 7. Do not use in general or specific material designations.
9. 8. Do not use in recording the date of printing in the publication, distribution, etc., area (see 1.4F6, 1.4G4, and 2.4G2).
10. 9. Use at the beginning of a statement and before a roman numeral.

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5. Use in headings and in indicating the period when a manuscript was probably written.
6. Do not use in recording the extent of the item in the case of music.
7. Do not use in general or specific material designations.
8. Do not use in recording the date of printing in the publication, distribution, etc., area (see 1.4F6, 1.4G4, and 1.4G2).
9. Use at the beginning of a statement and before a roman numeral.