

To: ALA/ALCTS/CCS Committee on Cataloging: Description and Access
From: Task Force on an Appendix of Major and Minor Changes
Re: Submission of Standalone Document for Publication

The Task Force (TF) is pleased to submit ***Differences Between, Changes Within: Guidelines on When to Create a New Record*** to CC:DA. We hope that by submission to CC:DA at this time, there will be ample opportunity for CC:DA to read the document, consult with constituent bodies, and come prepared to offer discussion, comments, and hopefully approval at ALA Midwinter.

The TF was also charged with investigating publication and maintenance of the document and reporting on that to CC:DA. Those reports are below.

In addition, the TF has a few questions for CC:DA regarding the document, which are listed following the publication and maintenance sections.

Publication: TF member Brad Eden (on behalf of the TF) discussed potential publication of the document with ALCTS. Charles Wilt, Executive Director, and Kirsten Ahlen, ALCTS Publications and Membership Assistant have indicated that they are indeed interested in publishing the TF document through ALCTS/ALA.

Relevant ALA policies on publications are provided below:

"Materials prepared by a Division for other than its own publication must be offered to ALA Publishing Services for first consideration." --6.4.1 VI. Publishing Activities, ALA Policy Manual

<http://www.ala.org/alaorg/policymanual/commitunit.html>

"Materials prepared for publication by a division not intended for inclusion in a division periodical must be offered to ALA Publishing Services for first consideration." --Article VI, Sec. 8.A., ALA Bylaws

<http://www.ala.org/alaorg/constbylaws/bylaws.html#division>

Brad also received indications from his discussions that ALA Editions will want to publish this. His understanding is that this document could be published in both print and in a web-accessible version, although no definitive answer regarding a web version has yet been received from either ALCTS or ALA.

Kristin Lindlan has consulted with Mary Dabney Wilson, current CCS Chair, regarding this publication. Mary indicated that CCS Executive Committee is aware of the interest in publishing in this document and supports that interest. CCS Executive Committee will need to review the document itself once it has been approved by CC:DA, as part of their responsibility in reviewing publications that arise out of CCS.

Simultaneously, once CC:DA has approved the document, the TF will work on filling out both the ALCTS and the ALA Editions publications forms.

Maintenance: The TF recommends that the document be reviewed for currency at least once every 2 years. An individual or group familiar with current AACR2 changes would need to be responsible for this biennial review. Appointment of this person or review group would ideally be done jointly between the publisher and CC:DA.

Questions for CC:DA: The TF debated some of the following issues and decided to ask CC:DA advice.

- 1) The document covers differences between manifestations and change within manifestations in separate sections for serials but in combined sections for other types of resources. After CC:DA members have looked at the current version of the document, we would like your thoughts on how well this works, and whether we ought to consider separate sections for multipart monographs and/or for integrating resources as well.
- 2) A number of specific references to AACR2 are made within the document. We debated leaving those in or taking them out. We would like CC:DA's thoughts regarding this.
- 3) In the last few weeks of putting this document together, the TF members have been discussing whether to include mention of URIs and if yes, where to place such mention. URIs are not currently covered in AACR2, but are covered in the LCRIs. (See LCRIs 9.7B and 21.3B.) The TF did not reach consensus and seeks CC:DA advice on this matter.

To further discussion for CC:DA, mention of URIs is included in the document at A7b, B7b, C7b, D7b, and E7a (the Notes area in the document). Because we have not referenced any LCRIs elsewhere in the document, even though there are other places where LCRI references could be useful, we have also not referenced the LCRIs when mentioning URIs. We would like CC:DA advice on whether to include URIs at all and if we are to include them, where to place mention. Options we see are the introduction to each section, the Notes area, the Standard Number area, the Access point area.
- 4) In the last few days of discussion, TF members began to wonder if there are or could be integrating resources in various formats such as sound recordings, motion pictures, etc. An unresolved point was whether to retain or delete mention of these formats within Section C of our document. In order to get the document to CC:DA in a timely manner, reference to these was retained (see C7 in particular). We would welcome CC:DA comment on this point.