To: RDA Steering Committee

From: Renate Behrens, RSC Chair

Subject: Official Languages Working Group, 2023

This document sets out the membership, terms of reference, and specific tasks for the Official Languages Working Group. It supersedes RSC/Chair/2022/2 and differs from it only in membership. In 2022 Daniel Paradis was a member ex officio in his role as Translation Team Leader, a role from which he stepped down in December 2022. In January 2023, Szabolcs Dancs took up the position of Translation Team Leader, so he is joining the Official Languages Working Group ex officio as part of that role. With the approval of Peter Rolla, Chair of the Working Group and Renate Behrens, Chair of the RSC, Daniel Paradis remains as an individual member of the Working Group in his own right. Links[1] to Operations Documents have also been updated to the versions that are current in June 2023.

The purpose of the Official Languages Working Group is to support the improvement of the RDA standard by examining the concept of "official language" for corporate bodies in RDA. The primary deliverable is a discussion paper or a proposal (or both if needed) describing whether and how this concept should be retained.

1   Background

      This topic was on the agenda for the RSC in-person meeting in Santiago in 2019 as a Fast Track change proposal. The RSC determined that the proposal uncovered a bigger issue and could not be resolved by the Fast Track process and agreed to form a task-and-finish working group. Here are the minutes for this topic:

      173.1   The RSC considered Fast Track proposal 01 submitted by Paradis for changes to Corporate Body: *name of corporate body. Names of corporate body in more than one language.* Substantive discussion surrounded the concept of "official language" for a corporate body, a concept that seems to have been lost in the process of adjusting language in the beta Toolkit. Glennan presented a flowchart that demonstrated the complexity of the instructions. The committee agreed that this proposal uncovered a bigger issue and that it cannot be resolved through the Fast Track process. The RSC will consider establishing a Working

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[1] From 2023, the RSC has access to URIs for its documents in its repository at ALAIR. Wherever possible, links are given to URIs in preference to URLs.

Group to discuss the issue of "official language," including whether to retain this concept and define it in the Glossary. "Official language" appears in five elements, and all need to be considered.

ACTION ITEM: The RSC will consider setting up a working group to examine the concept of "official language" in RDA. This will be discussed further when setting up the three-year operational plan.

The five (now four) elements are:
- Corporate Body: preferred name of corporate body
- Corporate Body: category of corporate body
- Corporate Body: category of government
- Place: preferred name of place

2   Membership

Peter Rolla, USA, Chair

Christel Kayser, Luxembourg
Hannes Lowagie, Belgium
Daniel Paradis, Canada (from 2023; formerly RSC Translations Team Liaison Officer and ex officio member of the Working Group)
Hanock Roniger, Israel
Valentina Sebastiani, Switzerland

Szabolcs Dancs, Hungary, RSC Translations Team Liaison Officer, ex officio

3   Terms of Reference

The Working Group operates within [RSC/Operations/3](), the general terms of reference for RSC Working Groups. As a task-and-finish group, the Working Group has a two-year term, 2022-2023.

4   Tasks

1. Review the documents in the reference sources section for fuller context of the issues.

2. Review the elements and instructions related to "official language" in both the original Toolkit and official Toolkit and evaluate the intended cataloguing outcomes for each.

3. Discuss whether the concept of "official language" should be retained in base RDA. Consider the potential need for changes to other elements. If the Working Group does not support including the concept of "official language" in base RDA, make recommendations for how this should be approached and documented by communities.

4. Prepare a discussion paper or proposal (or both if needed) for RSC review.

   A discussion paper may request RSC feedback on issues or options, ask questions and/or suggest possible next steps. Discussion papers typically precede formal proposals to choose among multiple possibilities, or if the path isn't clear.

   A proposal should have specific implementation recommendations for elements and/or guidance, including for the RDA Registry (new or re-defined elements, semantics, hierarchy) and for RDA instructions (guidance, principles, conditions and options).

   Either document may identify problem areas where further consultation is needed and provide recommendations for next steps where feasible. More information is available in RSC/Operations/4 and RSC/Operations/5, and proposals that can be considered models are on the 2023 Documents page. Questions may be sent to the RSC at any time from the working group chair to the RSC Chair.

5. Provide brief progress reports to the RSC for each meeting. The RSC Secretary will send an email reminder ahead of each meeting.

6. Provide a final report to the RSC in December 2023.

5   Reference sources

   - RSC/Minutes/Public/159-204 Appendix Item 173: Fast Track Proposal 01. Corporate Body: preferred name of corporate body > Names of corporate body in more than one language.
   - RSC/Minutes/Public/159-204 Appendix Item 173: Glennan analysis of Language of Corporate Body.