

JOINT STEERING COMMITTEE FOR REVISION OF AACR

MINUTES OF OCTOBER 2006 MEETING

The Library of Congress, Washington, D.C.

16-20 October 2006

[Note: does not include Executive Sessions]

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Minutes: of the thirty-third meeting of the Committee held at the Library of Congress, Washington, D.C., 16-20 October 2006.

Present: Deirdre Kiorgaard, Australian Committee on Cataloguing, in the Chair
 Marjorie Bloss, RDA Project Manager
 Jennifer Bowen, American Library Association
 Alan Danskin, British Library
 Tom Delsey, RDA Editor
 Nathalie Schulz, Secretary
 Margaret Stewart, Canadian Committee on Cataloguing
 Hugh Taylor, CILIP: Chartered Institute of Library and Information Professionals
 Barbara Tillett, Library of Congress

Observers in attendance:

John Attig, Penn State University
 Ron Bogdan, Folger Shakespeare Library
 Barbara Bushman, National Library of Medicine
 Ana Cristan, Library of Congress
 Carroll Davis, Library of Congress
 Kathy Glennan, University of Maryland
 Les Hawkins, CONSER, Library of Congress
 Bruce Johnson, Library of Congress; President, ALCTS
 Ebe Kartus, ACOC Chair
 Judy Kuhagen, Library of Congress
 Deborah J. Leslie, Folger Shakespeare Library
 Elizabeth Mangan, Library of Congress, retired
 Dorothy McGarry, UCLA, retired
 Geraldine Ostrove, Library of Congress
 Catherine Reinhardt, Folger Shakespeare Library
 David Reser, Library of Congress
 Regina Reynolds, Library of Congress, National Serials Data Program
 Adam Schiff, University of Washington; Chair, Examples Group 2
 David Sommerfield, Library of Congress
 Barbara Story, Library of Congress, Prints & Photographs Division
 Marie Whited, Law Library of Congress
 Helena Zinkham, Library of Congress, Prints & Photographs Division

Executive Session 1

100 Arrangements for reviewing and editing RDA drafts

- 100.1 Received and considered the following document:
5JSC/RDA/Part A/Chapters 6-7/ALA response
- 100.2 [Note: included in 5JSC/M/Restricted/100-128.]

End of Executive Session 1

101 Approval of the agenda

- 101.1 The following document was added to the agenda (5JSC/A/4):
5JSC/CILIP/2/ACOC response/Rev
- 101.2 During the meeting, it was agreed that the focus of the meeting would be on chapter 3 revisions, and broad issues arising in responses to the draft of chapters 6-7. The minutes reflect those agenda items and document series that were discussed.
- 101.3 The following draft agenda items were not discussed: 2 (Strategic plan for RDA 2005-2008); 5 (Scope of JSC Web sites and document distribution); 15 (Persistent identifiers and URLs); 19 (Proposals to simplify AACR2 Ch. 21 special rules); 20 (Proposals affecting 7.9.5. Treaties, International Agreements, etc.); 28 (Draft of RDA Part B - Access Point Control); 29 (Revised draft statement of objectives and principles for RDA); 30 (Proposal for the incorporation of authority control in AACR); 31 (Levels of description, access, and authority control); 32 (Rule proposals for archival and manuscript resources); 33 (Family names); 34 (Bible Uniform Titles); 35 (Update on related projects and other resource description communities); 38 (Statement of policy and procedures for JSC); 39 (Actions arising out of the JSC Meeting April 2006); 43 (Communication with other resource description communities).

102 Minutes of the previous meeting held 24-28 April 2006

- 102.1 The minutes of the previous meeting (5JSC/M/62-99, 5JSC/M/Restricted/62-99) were accepted.

103 RDA/ONIX Framework for Resource Categorization and Categorization of content and carrier (incorporating GMD/SMD Working Group)

- 103.1 Received and considered the following documents:
5JSC/Chair/10
- 5JSC/RDA/Part A/Categorization
5JSC/RDA/Part A/Categorization/BL response
5JSC/RDA/Part A/Categorization/ACOC response
5JSC/RDA/Part A/Categorization/CCC response
5JSC/RDA/Part A/Categorization/ALA response
5JSC/RDA/Part A/Categorization/CILIP response
5JSC/RDA/Part A/Categorization/LC response
5JSC/RDA/Part A/Categorization/Chair follow-up/1
- 5JSC/Chair/6
5JSC/Chair/6/Chair follow-up
5JSC/Chair/6/Chair follow-up/LC response
5JSC/Chair/6/Chair follow-up/ACOC response
5JSC/Chair/6/Chair follow-up/BL response
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5JSC/Chair/6/Chair follow-up/CILIP response
5JSC/Chair/6/Chair follow-up/ALA response

5JSC/Chair/7

- 103.2 The Editor said that the proposal on categorization of content and carrier (5JSC/RDA/Part A/Categorization) was part of the ongoing effort by the JSC to resolve issues to do with class of materials and the GMD. He added that one initiative had been the establishment of the GMD/SMD Working Group, who had come up with a more flexible way to deal with categorization. The Editor noted that the primary function of the categorization was the “select” user task in FRBR. He added that better potential compatibility with other resource description communities, in particular the publishing community as represented by ONIX, was first explored at the London meeting in October 2005.
- 103.3 The Editor explained that the proposal was based on the work of the GMD/SMD Working Group and the RDA/ONIX initiative. He added that the categories tried to meet the objectives of both initiatives. The first objective is comprehensiveness, i.e. do the classes cover the full range of resources that might be described using RDA. The second objective is clarity, and this is in terms of defining the classes. The Editor noted that the labels could be adjusted as long as there was a clean mapping to the classes as they are defined. The third objective is extensibility, the framework should be able to be extended to newly emerging media, content, or carrier types. The next objective is compatibility. The Editor noted that there had been an emphasis on ONIX, but in the RDA/ONIX report there were recommendations regarding broadening the scope of buy-in to the Framework. The final objective is adaptability, and as long as the classes are clearly mapped, different labels can be used by different communities.
- 103.4 The Editor said that the proposal has been aligned with the RDA/ONIX framework, but that it had gone beyond the Framework in that there were some refinements or subcategories of the base categories. The Editor noted that the broad content and media categories were fairly close to what the GMD/SMD Working Group had proposed. He added that type of carrier in the draft was at approximately the same level as the SMD in AACR2.
- 103.5 The Chair suggested that the JSC discuss the comments from the constituencies on the objectives of the proposal. Barbara Tillett said that LC was concerned about the intelligibility of the terminology, which was difficult to separate from the classifications per se. She added that in terms of comprehensiveness, there was an overemphasis on outdated carriers, but big gaps for unmediated carriers (e.g. photographs, posters, globes, and models). The JSC decided that filling gaps was the first priority, but that the older carriers would be retained, as some libraries would still be cataloguing these materials. Jennifer Bowen said that ALA was concerned about the clarity of the labels, and did not think that FRBR concepts were articulated clearly enough. The Editor noted that the proposal was developed in the context of the RDA/ONIX framework, and that the model behind ONIX is <indecs>. He added that in terms of FRBR there were differences of opinion on the dividing line between work and expression. He noted that in both models there was a clean line between content and carrier. The JSC discussed whether it would be useful to identify content categorization with works/expressions and carrier categorization with manifestations.
- 103.6 3.2 Media Category
- 103.6.1 Barbara Tillett said that LC thought that 3.2 was not required, as these were the “bucket” terms used in 3.3, and this separate element was not needed to explain them. The Editor

said that apart from the definition of “projected” these were the same categories that were used by the GMD/SMD Working Group. He added that ALA had pointed out that “projected” in the GMD/SMD report was not correct, as video recordings were not projected technologies. Barbara Tillett noted that the community saw “projected” and “video” as belonging together. The Editor replied if they were put together in one class, it did not signal to the user what kind of equipment was needed. He added that the media category was a broad class to serve the function of the GMD (although the GMD had been a mixed list). He noted that the categories in 3.2 all mapped to the MARC 21 007 tag character position 00. The JSC discussed the suggestion to remove 3.2 and decided that it would remain as no other constituency had recommended that it be removed. It was agreed that this issue could be raised in the cover memo for chapter 3. The Editor noted that under 3.3 it was possible to use the carrier category of “other” if none of the list applied, and that in these cases it would be useful to know the media category.

Action=Secretary (Chapter 3 cover memo)

- 103.6.2 The Editor said that there had been a number of comments in the responses regarding the lack of a clear dividing line between audio, video and digital categories. He noted that the difficulty was that many playing devices were becoming multi-purpose. JSC discussed the issue and decided that this was covered by the existing instruction at 3.2 to record more than one category. To make this clear, it was decided that in 3.2.0.2.1 “category” should be changed to “categories”. It was agreed that 3.2.0.2.3 was therefore not required.

Action=Editor

- 103.6.3 JSC discussed the value of the “unmediated” category. Barbara Tillett said that she would not assign any category if no mediation was necessary. The Editor pointed out that in order to meet the objective of comprehensiveness, there needed to be a category. He added that just because it was recorded did not mean that it needed to be displayed. JSC agreed to retain the category.

103.7 3.3 Type of carrier

- 103.7.1 Barbara Tillett noted that 3.3 was labelled as a required element, but that at 1.4, “extent” was listed as required. The Editor noted that at the April 2006 meeting, “form of carrier” had been added to the list of required elements. He asked if the JSC wanted to reconsider this. It was suggested that there was some confusion as to how 3.3 related to the extent. The Editor noted that in some cases extent was expressed in terms of content, and this is why recording the type of carrier was separate (e.g. for a map on a microform). He added that type of carrier would be used as a selection tool by systems, and the extent would not be appropriate for this. The comment was made that one difficulty in treating the element as required was that it did not include everything, e.g. serials. The Editor replied that serials would be covered by the “book” category. He added that the list in 3.3 was strictly to do with the type of carrier, which was a concatenation of the storage medium, housing format and intermediation tool. The Chair noted that the only alternative suggestion which had been made was “volume”. Acknowledging that there were still a number of issues to be discussed, JSC tentatively agreed to replace “book” with “volume”. It was noted that the definition would need to cover different type of bindings, e.g. musical scores. JSC also agreed to discuss further that there is no way to signal mode of issuance in RDA.

Action=Editor; JSC (Signalling mode of issuance in RDA)

- 103.7.2 Jennifer Bowen said that there was concern within ALA that the carriers in the unmediated category were only textual, and this meant that all others would have the category of

“other”, e.g. naturally occurring objects, sculpture. The Editor said that there was a difficulty with three-dimensional resources in determining what was actually the carrier, and it became an issue of the content taking a certain shape. He noted that there was a 007 value for “unspecified”. JSC discussed whether it would be preferable to record “unspecified” rather than “other”. JSC decided not to use “unspecified” as there was a concern that in MARC 21 this could be taken to mean that you simply chose not to specify.

103.7.3 Barbara Tillett asked how the carrier type of “online” related to 3.4.4.2 (Digital files contained in remote access resources). The Editor said that “online” was anything that was coming to you from a server. He said that there would need to be a list of file formats at 3.4.4.2.

Action=Editor

103.7.4 JSC agreed that 3.3.0.2.3 was not required as it was covered by 3.3.0.2.1.

Action=Editor

103.7.5 The Chair said that ACOC would prefer that more specific terms were used to record the type of carrier, such as those in Appendix B of the GMD/SMD report. The Editor said that the reasoning for not using these terms was that they were covered by other attributes. The Editor noted that to use more specific terms would mean bringing in the RDA/ONIX attribute of “encoding format”(p. B-4 of the Framework) to concatenate with storage medium, housing format and intermediation tool. He added that for consistency this would need to be brought into all of the classes, not just digital and audio. It was noted that specifying what you have according to a standard framework and the user vocabulary are two different (but related) things. The Chair suggested that discussing the ALA proposal on file formats would assist in making a decision. The Editor said that once this had been agreed it could be decided whether information on file formats would also be included in defining the carrier types. He noted that from a systems point of view keeping each attribute separate is best, but for users, concatenation is best. He added that some of the terms would also be used in extent, and that the more you built in, the less it was a unit of measure.

103.7.6 Margaret Stewart said that CCC wanted a category for items that have multiple carrier characteristics, e.g. dual discs which are a CD on one side and a DVD on the other. The Editor said that you would record as many carrier types as were applicable.

103.7.7 The Chair confirmed that obsolete carriers would remain in the list (5JSC/M/103.5).

103.8 4.2 Content category

103.8.1 The Editor explained that the content category concatenated the following attributes in the RDA/ONIX Framework: the form of communication in which the content is expressed (character); the human sense in which it is intended to be perceived (sensory mode); and for images, the number of spatial dimensions (image dimensionality) and the presence or absence of movement (image movement). He said that in terms of works and expressions, it was clear that character was even higher than the high level form of work in FRBR, and that sensory mode was only at the expression level. He said that there was some ambiguity as to whether image dimensionality and movement were operating at the work level. The Chair noted that it had been suggested that it be included in the scope that the element is operating at the work/expression level (5JSC/M/103.5). JSC agreed. The Editor asked if

these explicit references would be made all the way through the text, as this could affect how other communities perceived the usability of RDA. Jennifer Bowen said that ALA would like to see more references to FRBR in the text. The JSC members did not see difficulties with explicit references to FRBR.

Action=Editor

- 103.8.2 The Editor noted that there had been the suggestion to use “class” or “type” instead of “category”. JSC decided to use the following captions: 3.2 Media type, 3.3 Carrier type, 4.2 Content type.

Action=Editor

- 103.8.3 Barbara Tillett asked why Content type was an optional element. She added that the IME ICC saw it as essential. The Editor noted that the rationale for most required elements was that they were required for identification, but that in this case the closest FRBR attribute was “form of work” which was linked with the “select” user task. Barbara Tillett said that she thought it was important for identification of the resource. The Chair noted that both ACOC and LC had requested that content category be a required element. She confirmed that none of the other constituencies objected. The Editor was asked to include Content type in the list of required elements.

Action=Editor

- 103.8.4 JSC discussed whether there were any types of content missing from the list. JSC agreed to add “sounds” to cover natural sounds.

Action=Editor

- 103.8.5 Hugh Taylor said that CILIP had noted the absence of “choreographic”. The Editor said that a term needed to be found to cover content expressed as regimented movement. JSC agreed that a term to cover “choreography” was required, and asked the Editor to propose a term. The Editor said that there would need to be a new specified value in the RDA/ONIX Framework under “character”.

Action=Editor

- 103.8.6 Barbara Tillett asked if the terms at 4.2.1 Computer programs, datasets, etc. could be brought into the list at 4.2.0.2.1. The Editor said that they were separate in the RDA/ONIX Framework, but for the purposes of RDA they could be included in the list. JSC agreed that “computer program” and “computer dataset” would be included in the list of content types.

Action=Editor

- 103.8.7 It was noted that there was a call in the constituency responses for “cartographic” to be included in the list of content types. The Editor said that in order to map to the RDA/ONIX Framework there had to be correlation with the base categories, which meant that there had to be distinctions between the different types of cartographic content. JSC decided to move the list of terms for cartographic content at 4.2.2 into the list at 4.2.0.2.1, and the reword them, i.e.: cartographic image; cartographic moving image; cartographic dataset; cartographic tactile image; cartographic three-dimensional form. The Editor commented that for the purposes of display they could all be collapsed to “cartographic”. The Editor noted that another issue was the MARC 21 definition of “cartographic”. The Chair suggested that this be discussed at a later date.

Action=Editor; Secretary (MARC implications)

- 103.8.8 The Chair noted that ACOC had commented that mathematical notation and numerical data were missing from the list. The Editor said that they would currently fit under “other”. JSC did not add any terms to the list.
- 103.8.9 The discussion moved on to constituency comments on the terms used in the list. Barbara Tillett said that LC would like “image” changed to “visual”. Jennifer Bowen noted that ALA had suggested “still image” or “static image”, so that it did not look like “moving image” was a subset. It was noted that the equivalent in the British list of GMDs was “graphic”, but that this had negative connotations in North America (e.g. graphic violence). The Chair commented that “image” was the term used in Australia. JSC decided to use “still image”.
Action=Editor
- 103.8.10 Jennifer Bowen said that ALA had suggested that “performed music” be changed to “recorded music”. JSC decided not to make the change because the work/expression itself is performed. JSC did agree to change “music notation” to “notated music”.
Action=Editor
- 103.8.11 Jennifer Bowen noted that ALA had recommended splitting “three-dimensional form” into “object” and “three dimensional still image”. JSC decided not to make the change. (Note: see also 5JSC/M/107.7.3.)
- 103.9 The Editor noted that at the end of 3.2, 3.3 and 4.2 there was an alternative if you did not want to record as many types as apply, to record the type that applies to the predominant part of the resource, or the type that applies to the most substantial parts. He added that in developing the RDA/ONIX framework there had been discussions about whether there should be a value for multiple types, but that the conclusion had been that there was no value in doing this. The Editor confirmed with the JSC that the alternatives would be retained.
- 103.10 It was noted that there had been a number of constituency comments on the Glossary terms issued with 5JSC/RDA/Part A/Categorization. JSC asked the Editor to look at the comments and see how best to incorporate them.
Action=Editor
- 103.11 The JSC discussed the line numbers in 5JSC/RDA/Part I/Sec follow-up/Rev which had a status of “P Cat”:
- 103.12 3.4.0.3 Recording extent
- 103.12.1 Line 461: Categories do not match those in GMD/SMD report (ACOC)

The Chair said that this general comment did not need to be discussed.
- 103.12.2 Line 465: Specification of the TV or videorecording system should be part of the name of the type of carrier. ALA to do proposal? (ALA)

Deferred for later discussion (5JSC/M/108.9.4).
- 103.12.3 Line 466: Issues regarding cartographic material [p. 59, at 3.5.0.4, 2nd para.] (ALA)

Deferred for later discussion (5JSC/M/108.9.5).

103.12.4 Line 470: Stereographs: better placed under Graphic resources (CCC)

Deferred for later discussion (5JSC/M/108.9.7).

103.12.5 Line 471: Add new category for "Dual discs, etc." (CCC)

JSC noted that this had already been discussed (5JSC/M/103.7.6)

103.13 3.5.0.3 Recording dimensions

103.13.1 Line 526: Categories do not match GMD/SMD report (ACOC)

The Chair said that this general comment did not need to be discussed.

103.14 3.5.1 Books, atlases, etc.

103.14.1 Line 543: Give principles for handling multitype resources such as atlases (ALA)

JSC agreed that the principle was that multiple values would be recorded.

103.15 3.6.5.10 Recording and reproduction characteristics

103.15.1 Line 567: SACD and DVD do not belong with Dolby and NAB (ALA)

Deferred for later discussion (5JSC/M/116.19.1).

104 Rule revision proposals relating to technical description of digital media

104.1 Received and considered the following documents:

5JSC/ALA/2

5JSC/ALA/2/BL response

5JSC/ALA/2/LC response

5JSC/ALA/2/ACOC response

5JSC/ALA/2/CCC response

5JSC/ALA/2/CILIP response

104.2 John Attig, Chair of the CC:DA Task Force on Rules for Technical Description of Digital Media, joined the table. Jennifer Bowen explained that ALA wanted to ensure that the instructions reflected what is currently important in describing digital media. She added that the general comment in the response table regarding the need to see a revised chapter 3 had been taken care of.

104.3 3.1.4 b) Delete "conveyed in a distinct type of media"; add example

104.3.1 Jennifer Bowen noted that CCC had a concern regarding the intent of the instruction. Margaret Stewart said that there was confusion as to how the example related to the instruction. The Editor explained that there would no longer be the issue of separate technical descriptions, as what would be repeated would be individual data elements as they applied to various parts. JSC asked the Editor to rework all of 3.1.4 (Resources

comprising two or more different types of carrier), and noted that this would have an impact on the examples.

Action=Editor; Examples Group 1

104.4 General recommendation on extent (3.4): inclusion of attributes: file format, file size, duration.

104.4.1 John Attig said that the feeling in ALA was that file format, file size and duration were related, but that to treat them all as separate elements would be acceptable. The Editor suggested that extent could be expressed as quantity plus a unit of measurement. Optionally, duration could be added. JSC agreed that in some cases extent would be expressed in terms of carrier, and other times in terms of content, and that the emphasis is on the resource discovery needs of the user.

104.5 3.4.0.10. File format [new]

104.5.1 JSC agreed that file format was valid as an element, but not in extent. JSC asked the Editor to place the element near or in the current 3.6.12. The Editor said it was possible that 3.6.12 could be broken into separate elements.

Action=Editor

104.6 3.4.0.11. File size [new]

104.6.1 Jennifer Bowen noted that ACOC had said that the instruction had the same intent as 3.4.4.1. John Attig said that ALA had seen it as part of the extent statement, and that separating out the elements would take care of it.

104.6.2 Barbara Tillett said that LC had suggested that the instruction be modified to record the file size after the term of units, instead of the number of units. The Editor said that where it would be recorded would depend on the chosen syntax. JSC agreed that file size would be included with extent as an element refinement. It was noted that it would be worded differently to the ALA proposal.

Action=Editor

104.7 3.4.0.12. Duration : Apply duration to digital media: add examples

104.7.1 Jennifer Bowen explained that examples had been added to show that duration did apply to digital resources. Barbara Tillett noted that LC wanted to add reference to subunits. JSC agreed.

Action=Editor

104.8 3.4.4. Digital files, etc.

The Secretary noted that this comment came from the Part I response table:

104.8.1 Line 506: Clarify if apply to digitally encoded audio resources (ALA)

The Editor said that the instruction would apply if you had chosen to describe the resource as a digital file. The Chair confirmed that the JSC now had the necessary clarification. JSC decided that it would be useful to have an example to illustrate that the instruction did apply to digitally encoded audio resources.

Action=Examples Group 1

- 104.9 3.4.4.1. Digital files contained on disks, cartridges, etc. : add provisions for file format and optionally, duration
- 104.9.1 Jennifer Bowen noted that BL had suggested that “considered to be important” be deleted. JSC decided to discuss this issue in general later (5JSC/M/108.32).
Action=JSC (Considered to be important)
- 104.9.2 Margaret Stewart said that CCC had suggested that the second and third bullets in the instruction in 5JSC/ALA/2 be replaced by references back to 3.4.0.10 and 3.4.0.11. JSC decided that as file format would be a separate element, no reference or bullet was required. JSC agreed that the third bullet would be incorporated under the new element refinement for extent. It was noted that recording of duration would be optional. JSC did not agree with the LC suggestion to restore “in parenthesis” as this was a display issue.
Action=Editor
- 104.10 3.4.4.2. Digital files contained in remote access resources : add provisions for file format, size, and duration
- 104.10.1 To match what had been decided for 3.4.4.1, JSC agreed that the second bullet was not required, and that the third bullet and option would be covered elsewhere.
Action=Editor
- 104.11 3.4.5.12. Extent of a digital resource (notes on extent)
- 104.11.1 The Chair said that ACOC had a relevant comment at Line 525 in the Part I response table: “Prefer that this information only be included in the element.” The Editor reminded the JSC that in Ottawa it had been agreed to make the distinction between elements recorded in a prescribed form, and notes, which could be an unstructured or more elaborate form of the same data, or about the element. He added that notes would be an element refinement. JSC agreed that there would be separate note elements under extent, and that 3.4.5 (including 3.4.5.12) would be broken up to match 3.4.1, and put with the appropriate elements.
Action=Editor
- 104.12 3.6.0.4. Remote access digital resource : add examples
- 104.12.1 It was agreed that the LC comment that the categorizing labels in the examples should be in a different font could be picked up later.
Action=JSC (Examples)
- 104.13 3.6.5.5. Playing speed : add provision for digital resources, i.e. kilobytes per second
- 104.13.1 JSC agreed with the LC suggestion that an “e.g.” statement be provided, “(e.g. for streaming media)”. It was noted that “considered to be important” had already been identified as an issue for future discussion.
Action=Editor
- 104.14 3.6.12. Digital characteristics : treat as note

- 104.14.1 It was noted that all constituencies agreed with the ALA recommendation that the guidelines at 3.6.12.3 be moved to 3.6.13.9. The Editor noted that 3.6.13.9 was originally meant for information on other technical details not recorded according to 3.6.12. After discussion, JSC decided that there would be an element for digital characteristics under 3.6.12, and that it will be recorded as an unstructured statement (as currently under 3.6.13.9). This means that the distinction between what can be stated succinctly and what cannot will be removed (the original difference between 3.6.12.3 and 3.6.13.9).
Action=Editor
- 104.15 3.6.12.4. Remote access digital resources : rewrite or delete; file type treated as part of extent
- 104.15.1 It was agreed that this revision was moot because file type will be a separate element.
- 104.16 3.6.13.9. Other technical details of digital resources : move guidelines from 3.6.12
- 104.16.1 It was noted that this was covered by the discussion on 3.6.12 (5JSC/M/104.14).
- 104.17 3.8. Digital representation of graphic content
- 104.17.1 Barbara Tillett suggested that this was too fine a level of detail to include in RDA and that specialist manuals be referred to. Margaret Stewart noted that the map representative to CCC would like to see it included in RDA. The Editor commented that in his work on mapping FRBR to MARC 21 this element was seen as supporting data use, not resource discovery, which is the focus of RDA. It was noted that it could be relevant to resource selection. The Chair noted that the ALA proposal was to expand it beyond cartographic resources. Barbara Tillett asked who had requested the change. John Attig said that the Task Force could not see a principled reason for restricting the application. JSC decided to retain 3.8 as in the draft of RDA Part I, and not to take forward the ALA proposal to broaden it to other resources.
- 104.17.2 It was noted that ALA had suggested that the punctuation specification from AACR2 be restored to 3.8. JSC noted this for future discussion (5JSC/M/108.20.1).
Action=JSC (Punctuation)
- 104.18 3.9.0.4. System requirements for a digital resource
- 104.18.1 John Attig said that ALA agreed with CILIP's comments regarding the redundancy of the wording. Jennifer Bowen noted that LC at Line 608 in the Part I response table had suggested that an option be added for agencies not wanting to construct a complex note. JSC asked the Editor to combine the two proposals, move examples as appropriate, and add an alternative to record the system requirements as found. JSC also asked the Editor to remove any redundant wording.
Action=Editor
- 104.19 Jennifer Bowen noted that LC had concerns regarding the first new example. John Attig suggested that this would be a good example of recording what was found on the resource.
- 104.20 Other comments

- 104.20.1 Jennifer Bowen noted that CCC had suggested that MP3 CDs and WAV CDs be treated as audio media. JSC agreed that it would be up to the institution how to categorise the resource, and it could fall under more than one category.

105 Video format characteristics

- 105.1 Received and considered the following documents:
 5JSC/LC/9
 5JSC/LC/9/Rev
 5JSC/LC/9/Rev/BL response
 5JSC/LC/9/Rev/ACOC response
 5JSC/LC/9/Rev/CCC response
 5JSC/LC/9/Rev/CILIP response
 5JSC/LC/9/Rev/ALA response
- 105.2 Barbara Tillett explained that LC had revised the proposal based on constituency comments as recorded in the response table, and she circulated a sheet containing the revisions.
- 105.3 3.6.5. Video format characteristics [new]
- 105.3.1 Changed the heading to “Video characteristics”, and removed the word “format” from the phrase “video format characteristics” in several places based on CCC comments. The Chair noted that the ACOC comment on preferring a general instruction had been superseded by other discussions.
Action=Editor
- Clean copy of revised instruction:

3.6.5. VIDEO CHARACTERISTICS

Contents

- 3.6.5.1 Definition
- 3.6.5.2 Sources of information
- 3.6.5.3 Recording video characteristics

- 105.4 3.6.5.1. Definition
- 105.4.1 Replaced “videorecording system” with “format” because it is more accurate. Replaced “broadcast system” with “broadcast standard” based on an ALA comment at 3.6.5.3.
Action=Editor
- Clean copy of revised instruction:
- 3.6.5.1. Definition**
- Video characteristics** are technical details relating to the encoding of video images on a resource and include the format and the broadcast standard.
- 105.5 3.6.5.2. Sources of information
- 105.5.1 The word “format” was removed.

Action=Editor

Clean copy of revised instruction:

3.6.5.2. Sources of information

- Take information on video characteristics from the resource itself. If the information is not explicitly stated in the resource, or is not implicit, take it from any source.

105.6 3.6.5.3. Recording video format characteristics

- 105.6.1 Revised based on ALA and CCC comments. The Editor noted that it had already been agreed to treat file format as a separate element. He noted that there would be element refinements for video encoding formats, etc. JSC agreed.

Action=Editor

Clean copy of revised instruction (will move to file format element):

3.6.5.3. Recording video characteristics

- Record video characteristics, such as format (e.g., VHS, DVD, Digital Betacam) and broadcast standard (e.g., NTSC, PAL, SECAM, HDTV), if they are considered to be important.
- If such characteristics cannot be stated succinctly, record them in a note (see 3.6.13.8).

105.7 3.6.7.3. Recording colour

- 105.7.1 First bullet revised based on CILIP comment. New bullet on tinting and toning to follow bullet for combination of colour and black and white based on ALA comment. [Note: see 5JSC/M/111.4 regarding abbreviations.]

Action=Editor

Clean copy of revised instruction:

3.6.7.3. Recording colour

- If the content or illustrative matter is coloured or partly coloured, indicate the presence of colour by recording *col.*, *some col.*, etc. Disregard coloured matter outside the illustrative content (e.g., the border of a map). For photographs, slides, motion picture films, and videorecordings, record *b&w* (black and white), *sepia*, etc., as applicable.

[existing examples]

- ◇ *Optionally*, name the colour(s) in a graphic or three-dimensional resource.

[example]

- If a motion picture film or videorecording is in a combination of colour and black and white, record the information if it can be stated succinctly. If the information cannot be stated succinctly, record it in a note (see 3.6.13.7 for a motion picture film; see 3.6.13.8 for a videorecording).

[examples]

- If a motion picture film or videorecording is tinted and/or toned, record the information if it can be stated succinctly. If the information cannot be stated succinctly, record it in a note (see 3.6.13.7 for a motion picture film; see 3.6.13.8 for a videorecording).

b&w (tinted)
 b&w (tinted and toned)
 b&w (toned)
 sepia
 lavender tinted

- If a printed resource is hand coloured, the medium (see 3.6.8) may be recorded as part of the indication of colour.

[example]

105.8 3.6.13.7. Other technical details of motion picture films

105.8.1 a) Sound characteristics

Removed the word “component” as per ACOC comment.

Action=Editor

105.8.2 b) Colour

Revised based on CCC comment. Removed example for “sepia print” due to new bullet for tinting and toning at 3.6.7.3.

Action=Editor

105.8.3 Clean copy of revised instruction:

3.6.13.7. Other technical details of motion picture films

- Make notes on the following other technical details of a motion picture film when appropriate and if this level of detail is desired.

a) Sound characteristics

Make notes on any special characteristics of the sound of a motion picture film (e.g., optical or magnetic, whether the sound track is physically integrated with the film or the sound is separate on a synchronized recording).

Magnetic sound track.

b) Colour

Make notes on any other details of the colour of a motion picture film.

Technicolor

c) Film base

Make a note on the film base (e.g., nitrate, acetate, polyester).

d) Other

Make notes on any other technical details that are important to the storage, etc., of the film.

105.9 3.6.13.8. Other technical details of videorecordings

105.9.1 a) Sound characteristics

Removed the word “component” as per ACOC comment. Instead of adding a separate paragraph e) for Audio narration as suggested by CILIP, text was to be added to a). Hugh Taylor confirmed that this was acceptable.

Action=Editor

105.9.2 b) Colour

Revised based on CCC comment. The Secretary noted that the reference to 3.6.5.3 had been removed. Judy Kuhagen said that she would check with Arlene Balkansky whether it should still be there. The next day, Barbara Tillett reported that reference should be restored and slightly reworded.

Action=Editor

105.9.3 c) Resolution, frame rates, aspect ratio, and bandwidth

Revised based on CILIP comment, and example revised. JSC referred the revised example (“1080i, 16:9”) to the Examples Group. (The next day, Barbara Tillett put forward a replacement example with caption, which was accepted.) It was noted that the instruction included a new occurrence of “if considered to be important”, which had been scheduled for later discussion (5JSC/M/108.32).

Action=Editor; JSC (Considered to be important)

105.9.4 e) Captioning

A new paragraph was added based on that in 5JSC/LC/9/Rev/CILIP response, but modified because subtitles and captions are not synonymous and have different purposes. Subtitles appear on both motion pictures and video recordings and can be described in language notes. The Editor noted that closed captions were also covered in chapter 4. JSC discussed the value of recording captioning or subtitling without language information, and agreed that the assumption would be that it was in the language of the resource. JSC decided to change the paragraph caption to “Captioning or subtitling”. JSC asked the Editor to make similar provisions for motion picture films as appropriate.

Action=Editor

105.9.5 Clean copy of revised instruction:

3.6.13.8 Other technical details of videorecordings

- Make notes on the following other technical details of a videorecording when appropriate and if this level of detail is desired.

a) Sound characteristics

Make notes on any special characteristics of the sound of a videorecording.

[example]

Make a note if additional audio narration has been added to a videorecording for the benefit of visually-impaired users.

[example]

b) Colour

Make notes on any other details of the colour of a videorecording. For the colour broadcast standard, see 3.6.5.3.

[example]

c) Resolution, aspect ratio, frame rates, and bandwidth

Make a note about aspects of a videorecording relating to resolution (number of lines and frame rates), aspect ratio (width to height), and bandwidth, if considered to be important.

Resolution: 1080i

d) Generation of copy

For videorecordings, make a note on the generation of the copy and whether the copy is a *master copy*, *show copy*, etc.

[example]

e) Captioning or subtitling

Make a note if captioning has been included in a videorecording. If known, specify whether the caption is open or closed.

[example]

f) Other

Make notes on any other technical details that are important to the use or storage of the videorecording.

[example]

106 Dimensions of binding and of item(s) contained therein

106.1 Received and considered the following documents:

5JSC/CILIP/2

5JSC/CILIP/2/BL response

5JSC/CILIP/2/LC response

5JSC/CILIP/2/ACOC response

5JSC/CILIP/2/CCC response

5JSC/CILIP/2/ALA response

5JSC/CILIP/2/ACOC response/Rev

106.2 The Chair said that BL and CCC had both agreed with the proposal and CCC had suggested one minor change. She noted that all constituencies had agreed that the new options at 3.5.1.1 and 3.5.1.2 did not need to be limited to early printed materials. The Chair said that all constituencies except ALA had agreed that there was no need to make a distinction between “common” and “local” situations. She added that ALA had requested that it be made explicit when to record dimensions as a “common” data element, and when to record it as a “local” data element.

106.3 The Editor pointed out that in the “optionally” paragraph of 3.5.1.2 in 5JSC/CILIP/2 the instruction did not match the example. He suggested that “height of the binding” be changed to “height and width of the binding”. JSC agreed.

Action=Editor

106.4 The Editor commented that at some stage the JSC would have to examine the use of “resource”, and whether the binding was part of the resource. Jennifer Bowen noted that there had not yet been the discussion on sources of information and whether the container is part of the resource. The Editor said that this discussion could mean some adjustment to the instructions.

Action=JSC (Sources of information)

106.5 The Chair suggested that the discussion return to whether there needed to be a distinction between “common” and “local” situations. The Editor explained that what had been in chapter 6 in Part I of RDA would be rolled into chapters 1-5, which would change the

context. He added that the real issue was that you had to know whether the item was as issued or not. He noted that when you described an item you hoped that you were describing the manifestation. Hugh Taylor explained that CILIP's glossing over the issue had been deliberate. Jennifer Bowen suggested that once ALA had seen a revised chapter 3 with parts of chapter 6 rolled in, that its concerns might be addressed. The Chair confirmed that ALA would re-examine the issue, and if it wanted to pursue it, would provide wording.

Action=ALA

106.6 The Chair noted that CCC had suggested that "book, etc." be used instead of "item" in the optional provisions in 3.5.1.1 and 3.5.1.2. The Editor noted that these instructions did sit under the general rubric for "Books, etc.". Margaret Stewart said that CCC wanted to match the main instruction. Hugh Taylor asked if six things bound together would still be considered a book.

106.7 The Chair suggested that discussion of the next issue would be useful. She noted that ALA had pointed out that the proposed deletion of 3.5.1.3 was problematic, and that LC wanted to reinstate and reword the instruction. She pointed out that in its response; ACOC had made some suggested changes to 3.5.1.1 (5JSC/CILIP/2/ACOC response/Rev). The Editor noted that the captions in this section were based on the formats at 3.4.1, and that the previous day "book" had been replaced by "volume". He added that he had been very careful not to use "item" except when the specific FRBR meaning was required. JSC agreed to accept the version of 3.5.1.1 in the ACOC response, but to use "volume" instead of "item", i.e. "Optionally, for a bound volume ...". The Chair noted that other changes in terminology as mentioned by the Editor could have an impact.

Action=Editor

107 Accessible formats used by visually impaired people

107.1 Received and considered the following documents:

5JSC/CILIP/3

5JSC/CILIP/3/BL response

5JSC/CILIP/3/ACOC response

5JSC/CILIP/3/CCC response

5JSC/CILIP/3/ALA response

5JSC/CILIP/3/LC response

107.2 Hugh Taylor explained that CILIP wanted to add detail to RDA to cover a variety of issues relating to resources used by visually impaired people. He noted that what had been proposed was not easily extrapolated from the general instructions. He then led a discussion of the comments in the response table.

107.3 Hugh Taylor noted that ACOC had said that it needed to see chapter 3 redrafted to properly evaluate the proposal. He added that it had already been agreed to issue a revised chapter 3.

107.4 Hugh Taylor said that ACOC had also requested that there be discussion on placement of some instructions under 4.4 Language, script, etc. The Chair noted that this could mean different treatment for braille/tactile and large print. The Editor said that in FRBR "type size" is a logical attribute, so it could legitimately be an RDA element. He added that braille is symbology, which is part of the expression, and is already covered in chapter 4.

He noted that it could still be put in area 5 for an ISBD display. JSC discussed how to balance following the FRBR model with the useability issue of having related things in the same place. The Editor commented that RDA was not dealing with record structure and that the cataloguer would start with the record structure and then use RDA to formulate the property value statements called for. It was noted that users of RDA could use the “My RDA” functionality in the online product to code related instructions (e.g. materials for people with disabilities). JSC decided to move the relevant instructions to 4.4.

Action=Editor; Secretary (Training and implementation – My RDA)

107.5 Hugh Taylor said that ALA had asked if any of the data elements in the proposal should be mandatory. He added that CILIP’s view was that this was not necessary. JSC agreed.

107.6 He noted that LC had pointed out the difference in practice between agencies in the U.K. and U.S. He added that there was not even consistent practice within the U.K. Margaret Stewart said that Canada followed a mix of practices. Hugh Taylor commented that capitalization of “braille” was an example of varying practices. Barbara Tillett suggested that this could be reflected in the examples. JSC discussed whether “braille” should be capitalized in the RDA instructions, and decided to follow *Webster’s Third New International Dictionary of the English Language, Unabridged* and use “braille”.

Action=Editor

107.7 3.6.1.3. Recording characteristics such as large print or braille

107.7.1 Margaret Stewart noted that CCC had suggested that the parenthetical expressions with examples be removed. It was noted that ACOC had also suggested that repetition be minimized. JSC agreed.

Action=Editor

107.7.2 Barbara Tillett noted that LC had commented that the third example, “tactile” did not indicate format. The Editor noted that parts of this instruction would be moving to chapter 4. There was discussion on the best place to cover “tactile”. The Editor asked if recording a content category of “tactile text” (as at 4.2.0.2.1) would be enough. It was noted that if you wanted to say more about the content, this would be covered by the instructions at 4.3 (Nature and scope of the content). JSC agreed.

Action=Editor

107.7.3 Elizabeth Mangan commented that three-dimensional tactile was not covered at 4.2. JSC agreed to add “tactile three-dimensional form”. Elizabeth Mangan suggested that it also needed to be added at 4.2.2.1 for cartographic. The Chair suggested that it could be left to the Editor to make follow-on changes.

Action=Editor

107.7.4 Hugh Taylor noted that ACOC had suggested that the font size should be given “if known”. The Editor asked what this meant in the context of 3.1.1: “Take information to be used for the technical description from the resource itself. If the information is not explicitly stated in the resource, or is not implicit, take it from any source.” It was agreed that there was a need to discuss phrases that qualify instructions on an optional data element, e.g. “if known”, “if considered to be important”, “if not typical” (5JSC/M/108.32).

Action=JSC (Considered to be important)

- 107.7.5 Hugh Taylor said that CILIP's response to ALA's suggestion to use controlled terminology, was that this would be desirable, but that they were not aware of such a list.
- 107.7.6 Hugh Taylor said that ALA had also suggested that in the third paragraph, "grade level" be explained. Judy Kuhagen noted that the LC suggested rewording of the paragraph had used the phrase "level of contraction" which covered the grade level. The point was made that in this case the explanatory examples in parentheses helped to show this, but in earlier paragraphs these had been deleted. The Editor explained that terms in italics indicated a controlled vocabulary in an open-ended set. He added that a closed controlled vocabulary would be formatted as a list. The JSC agreed that in some cases it was useful to have an "e.g." statement to explain an instruction, but that in these cases italics would not be used. In addition, controlled terms will be presented as lists (in a column). The Editor noted that it was important not to use "term" when there was not a controlled list. JSC agreed that the third paragraph (as in the LC response) would read: "For resources using a tactile system of notation, etc., indicate the type of notation (e.g. braille, Moon type, music braille) and level of contraction, if known (e.g., grade 2 braille, Moon type grade 1) according to the national practice." The Editor noted that some of the terms could be considered for the Glossary, and in the online version these would be clickable links. It was agreed that the use of controlled lists should be covered in training. JSC agreed to the changes to the examples in the third paragraph as proposed by LC.
Action=Editor; Glossary Editor; Secretary (Training and implementation – controlled lists)
- 107.7.7 For the fourth paragraph of 3.6.1.3, JSC agreed to add "graphics" to three of the examples as in 5JSC/CILIP/3/LC response, and to delete the parenthetical "e.g." statement at the end of the instruction.
Action=Editor
- 107.8 3.6.2 Layout
- 107.8.1 Hugh Taylor said CILIP would support ACOC's suggestion for a strengthened general instruction as long as enough examples were included. The Editor noted that 3.6.2.3 said to record the characteristics of the layout if they are considered to be important, and the following instructions told you what was important for maps and charts. He said that the instructions added by CILIP did not act as a gloss for the general instruction. He noted that they started with "Record the layout of tactile ..." JSC agreed that the new CILIP instructions should be reworded to act as glosses on the general instruction.
Action=Editor
- 107.9 3.6.2.6. Layout of tactile text
- 107.9.1 Hugh Taylor noted that ALA had asked how this instruction related to the use of "p." vs. "leaves" in the extent statement. He added that it dealt with more than extent, because there was a usability issue: if there was embossing on both sides this made it difficult to read. JSC agreed to keep the instruction. Barbara Tillett said that LC wanted it to be optional. The comment was made that the entire element was optional, and this was a training issue.
Action=Editor; Secretary (Training and implementation – optional elements)
- 107.10 3.6.2.7. Layout of tactile music scores

- 107.10.1 Hugh Taylor said that everyone agreed that control of the terms used was desirable, but there was concern with referencing MARC 21 in the text. Margaret Stewart commented that CCC had suggested that the MARC terms be included in the instruction. JSC tentatively decided to include the MARC 21 terms (from field 007, position 06-08 for tactile materials). The Chair noted that there were intellectual property issues.
Action=Editor; JSC (Intellectual property)
- 107.11 3.6.2.8. Layout of tactile maps and diagrams
- 107.11.1 Hugh Taylor said that as ACOC had mentioned, nothing special was said in this instruction. The Chair said that ACOC had questioned whether the examples even fitted with the concept of layout. JSC decided that 3.6.2.8 was not required, and that the first example should move to 4.4.0.3 and that the second example belonged with 3.6.1.3 (which is moving to chapter 4).
Action=Editor
- 107.12 3.6.3 Production method
- 107.12.1 JSC agreed with ACOC that 3.6.3.4 in 5JSC/CILIP/3 was not required and the examples could be moved to 3.6.3.3 (Recording production method). JSC agreed that the explanatory terms in 3.6.3.3 could be deleted, and the instruction would read; “Record the method of production or reproduction if it is considered to be important.” JSC agreed to the changes to the examples at 3.6.3.4 requested by LC: add an explanatory comment to “Braillo”; add an explanatory comment to “plate copy”; add an example for “press braille”; and, remove the “jumbo Braille” example.
Action=Editor
- 107.13 3.6.13.4. Other technical details of tactile resources
- 107.13.1 Hugh Taylor noted that ACOC had suggested that all of 3.6.13.4 might be better covered elsewhere. He added that CILIP would prefer to retain it. The Chair said that there was no strong feeling about the issue in ACOC. JSC agreed to retain the instruction. The comment was made that it might be necessary for the Editor to move the instruction. The Chair confirmed that the JSC was happy for the Editor to evaluate the placement of the instruction after the other agreed changes had been made. JSC agreed with CCC that “3D media” should be changed to “three-dimensional media”. JSC agreed with LC that there were concerns regarding the use of “American braille” and decided that in the first example, “American braille” should be changed to “braille”.
Action=Editor
- 108 RDA: Resource Description and Access Part I - Constituency Review of December 2005 Draft**
- 108.1 Received and considered the following documents:
5JSC/RDA/Part I
5JSC/RDA/Part I/Chapter 3
5JSC/RDA/Part I/Chair follow-up/1
5JSC/RDA/Part I/Chair follow-up/2
5JSC/RDA/Part I/Chair follow-up/3
5JSC/RDA/Part I/Chair follow-up/4
5JSC/RDA/Part I/Chair follow-up/5
5JSC/RDA/Part I/LC response / 5JSC/RDA/Part I/Chapter 3/LC response

5JSC/RDA/Part I/CCC response
 5JSC/RDA/Part I/Chapter 3/CCC response
 5JSC/RDA/Part I/ACOC response / 5JSC/RDA/Part I/Chapter 3/ACOC response
 5JSC/RDA/Part 1/ALA response
 5JSC/RDA/Part I/BL response / 5JSC/RDA/Part I/Chapter 3/BL response
 5JSC/RDA/Part I/CILIP response / 5JSC/RDA/Part I/Chapter 3/CILIP response
 5JSC/RDA/Part I/Chair follow-up/6
 5JSC/RDA/Part I/Sec follow-up
 5JSC/RDA/Part I/Sec follow-up/Rev

108.2 The Chair explained that the response table (5JSC/RDA/Part I/Sec follow-up/Rev) contained two rounds of comments by JSC members. She added that those lines shaded in grey did not need to be discussed, either because there was agreement or because the original comment had been withdrawn.

108.3 Chapter 3 - General comments

108.3.1 Line 443: Rename as "Carrier" or "Carrier description" (ACOC)

The Chair noted that there had not been agreement with the ACOC suggestion, but that in the latest Prospectus, "Carrier description" had been used. The Editor noted that he had done this to match chapter 4 "Content description". JSC decided to rename chapter 3 as "Carrier" and chapter 4 as "Content".

Action=Editor

108.3.2 Line 444: Structure of chapter is unworkable (ACOC); Chapter requires simplification (ALA)

The Editor asked for information on why the chapter was seen as unworkable. Jennifer Bowen said that people did not understand how they would use it, and it looked confusing. The Chair said that the ACOC comment related to the need to move forwards and backwards in the chapter, and that it did not appear to be in a logical order. The Editor noted that there had been a commitment to a clear separation of elements and to parallel the logical attributes in FRBR. He added that it had already been agreed to break out 3.6 (other technical details) into separate elements, and that there would be approximately 30 divisions with element refinements. It was noted that chapter 3 would always be the most voluminous chapter, as in AACR2 chapters 2-12 area 5 was the largest.

108.4 3.1.1 Sources of information

108.4.1 Line 446: Revise guideline (ALA)

In the response table, there was agreement with the ALA suggestion. Jennifer Bowen commented that ACOC had suggested that "implicit" be explained, but this was not in the ALA wording. The Editor noted that the ALA rewording included accompanying material as part of the resource. JSC agreed with ALA and noted that the wording might need to be adjusted based on what was decided at 2.2. The Editor commented that the start of the instruction was not consistent with other instructions on sources of information. JSC agreed that the Editor could adjust the wording.

Action=Editor; JSC (Sources of information)

108.5 3.1.2 Manifestations available in different formats

108.5.1 Line 447: Continue to support principle behind rule (ACOC)

The Chair noted that ALA wanted to discuss the issue with that of embedded descriptions in the new chapter 6. [Note: see 5JSC/M/117.6.1.]

108.6 3.1.4 Resources comprising two or more different types of carrier

108.6.1 Line 449: Clarify status of accompanying material (ALA)

The Editor noted that although there was agreement with the comment, ALA had not provided any suggested wording. The Editor said that based on discussions the previous day, 3.1.4 would need to be reworked (5JSC/M/104.3.1). He noted that if you were describing a resource that comprises more than one carrier, you would describe them all. RDA did not tell you where to put the information, as it did not cover record structure. The Chair noted that paragraphs a) and b) would be covered by a general instruction and asked if paragraph c) would be also. The Editor said that he thought that the same instruction was under extent. JSC agreed to look at the Editor's reworking of 3.1.4. The Editor noted that the issue of accompanying material still needed to be discussed.

Action=Editor

108.6.2 Line 450: Para b): Query "distinct type of media" vs. "carrier" (ALA)

The Editor noted that 3.1.4 would be titled something like "Resources comprising two or more carriers". JSC decided that the ALA comment was moot, as the section would be completely reworked.

108.7 3.1.5 Remote access digital resources

108.7.1 Line 452: Always provide a technical description for online resources. Discuss: what is the logical or practical justification for always providing one for other resources and not for online ones? (ACOC)

The Chair noted that ACOC was the only constituency that said that a technical description should always be provided for online resources. The Editor commented that the only relevant required elements were "type of carrier" and "extent", and that a full technical description was not required for any resource. For a remote access resource, the type of carrier would be "online" and there were different ways to express the extent. The Chair suggested that 3.1.5 was not necessary. JSC agreed.

Action=Editor

108.8 3.4.0 Basic instructions on recording extent

3.4.0.1 Definition

108.8.1 Line 455: Terminology confusing (ALA)

The Chair noted that everyone in the table agreed with ALA, but that there were no suggestions for changes to the wording. Jennifer Bowen said that ALA had concerns regarding "unit", "subunit" and "formal constituent" in particular. The Editor explained that he was trying to address a problem identified in the *Logical structure of AACR*, and

that in describing digital resources you could not rely on physical boundaries to tell you what a unit is. He said that terms were required to distinguish between the first order of division (whether physical or logical), and a lower order of division. JSC decided to change the definition of subunit to “a physical or logical subdivision of a unit”, and to expand the examples: “(e.g., a page of a volume, a frame of a microfiche)”

Action=Editor

- 108.8.2 Line 456: Unit: "Logical constituents" and "subunits" may pertain to content (ACOC)

Covered by discussion of Line 455 (5JSC/M/108.8.1).

- 108.8.3 Line 458: Clarify difference between "unit" and "subunit" (ALA)

Covered by discussion of Line 455 (5JSC/M/108.8.1).

- 108.8.4 Line 459: Clarify "formal constituent" (ALA)

Covered by discussion of Line 455 (5JSC/M/108.8.1).

- 108.9 3.4.0.3 Recording extent

- 108.9.1 Line 460: Provide a general instruction and have table address exceptions (ACOC)

The Chair noted that ACOC wanted a general instruction with a table for exceptions, while CCC preferred a complete table. Margaret Stewart said that CCC would go with the majority. The Editor said that in the draft of AACR3 Part I there had been a general instruction, but that people had not liked this and wanted a synopsis for each format. He added that the table at 3.4.0.3 was meant to be a synopsis that you could work from without needing to go forward to the separate instructions. The Chair noted that many instructions in the table referred you back to 3.3.X. Hugh Taylor asked the Editor which would work better in a Web environment now that both ways had been tried. The Editor replied that tables were problematic from a technical point of view. The Editor suggested that there could be one general paragraph that instructed you to record the quantity followed by the type of carrier (as at 3.3.X), with labelled exceptions for text, maps, music, etc. JSC agreed. The Editor noted that in the structure of chapter 3 it would not be possible to use only carrier categories as in some cases measurement was in terms of content.

Action=Editor

- 108.9.2 Line 461: Categories do not match those in GMD/SMD report (ACOC)

Already covered (5JSC/M/103.12.1).

- 108.9.3 Line 464: Always provide a technical description for online resources (ACOC)

Covered by discussion at line 452 (5JSC/M/108.7.1).

- 108.9.4 Line 465: Specification of the TV or videorecording system should be part of the name of the type of carrier. ALA to do proposal? (ALA)

John Attig noted that the 5JSC/LC/9/Rev proposal had put this information elsewhere. Jennifer Bowen said that ALA could assess this in the revised chapter 3. JSC discussed the issue of new proposals and decided to cover this in the final executive session.

Action=JSC (new proposals) [Note: see 5JSC/M/Restricted/119.8.]

108.9.5 Line 466: Issues regarding cartographic material [p. 59, at 3.5.0.4, 2nd para.] (ALA)

Jennifer Bowen said that this was a general comment that did not need to be discussed.

108.9.6 Line 467: Should order be alphabetical? (CCC)

Barbara Tillett noted that there was no longer a table at 3.4.0.3 and asked if the exceptions should be in alphabetical order. The Editor noted that he had not done this in the case of other exceptions. JSC decided that it would be preferable for the exceptions to be in alphabetical order and that they should match the order of the detailed instructions which followed.

Action=Editor

108.9.7 Line 469: Scores, parts, etc: no instruction on scores or parts in more than one volume (CCC)

The comment was made that this would now be “notated music”. JSC asked the Editor to draft a general instruction under the exception for notated music, with a reference to a later instruction for more detail. The Chair said that the JSC would assess this before it went out for review.

Action=Editor

108.9.8 Line 470: Stereographs: better placed under Graphic resources (CCC)

The Editor noted that stereographs were designed to be used with an intermediation device. He added that carrier groupings would be based on 3.3, and stereographs should not be moved to “unmediated”. Margaret Stewart withdrew the CCC comment.

108.9.9 Line 471: Add new category for "Dual discs, etc." (CCC)

Already covered (5JSC/M/103.7.6).

108.10 3.4.0.6 Resources issued in successive parts

108.10.1 Line 476: Make explicit distinction between "unit" and "part" (ALA)

The Editor noted that “part” would be defined in the Glossary. Jennifer Bowen said that the Glossary definition might take care of the confusion between “unit” and “part”.

Action=Glossary Editor

108.10.2 Line 477: Stop use of "[spaces] v." [change to AACR2 1.5B5] (ALA); "v." is potentially misleading (CILIP)

Hugh Taylor said that the issue was whether “v.” or “volumes” without associated numbering was meaningful. It was noted that the practice of putting spaces before the “v.” was not included in RDA. The Chair reminded the JSC that it had already been agreed that

there would be no abbreviations in the extent. JSC discussed different options for indicating that the number of volumes is not yet complete. JSC decided to make the extent a mandatory element only for “static” (i.e. fixed extent) resources, and asked the Editor to make the change at 1.4. Dorothy McGarry asked whether it would be confusing for catalogue users to record nothing in the extent. The Chair noted that the JSC was already considering having an element to indicate mode of issuance (5JSC/M/103.7.1), which would provide context for the “blank” statement.

Action=Editor

108.11 3.4.0.8 Comprehensive description of a collection

108.11.1 Line 479: Avoid non-FRBR use of "item" (ALA)

The Chair said that everyone had agreed with ALA, but a suggestion was required for an alternative term. The Editor noted that this usage of “item” was taken directly from AACR2, and the special usage was explained in a footnote. JSC agreed that the usage would stay as it was unless another suggestion was put forward.

108.12 3.4.0.10 Duration

108.12.1 Line 480: Problems with combination of rules for sound recordings and moving images
Add option to not record total approx. duration for a sound recording even if it can be readily ascertained. S.R.s often include multiple works & total duration often irrelevant. AACR2 did not require this element and it will be perceived as adding to catalogers' workloads. (ALA)

Jennifer Bowen explained that the combination of the instructions for sound recordings and moving images had resulted in a change of practice. She added that people did not want to do the extra work to record the total approximate duration for a sound recording. The Editor noted that extent could either be expressed as number and units, or optionally as duration. Jennifer Bowen said that there had been an assumption that the duration was required, but as it was optional, that would take care of the ALA concern.

108.13 3.4.1 Pages, leaves, etc.

108.13.1 Line 481: Inconsistency re use of brackets (ALA)

Margaret Stewart pointed out that some instructions included the use of square brackets. The Editor said that in the case of 3.4.1.2 the square brackets were more than a display convention and added meaning (i.e. that the pages are not numbered). Barbara Tillett commented that in the case of misleading numbering (3.4.1.4) you did not need to use square brackets, e.g. “48, i.e. 96 p.”. JSC agreed that it wanted to avoid the use of square brackets, but to make the meaning understandable to the user. The JSC decided that a spelled out form to replace square brackets would be acceptable, e.g. “93 unnumbered pages”. The Editor asked what this meant in terms of the second bullet of 3.4.1.8. JSC decided that the bullet was not required, and left it to the Editor’s discretion whether the example would be retained in a spelled out form, e.g. “323 pages, 16 pages and 3 leaves of plates”. The Chair noted that the decision needed to be communicated to Examples Group 1.

Action=Editor; Examples Group 1

108.14 3.4.1.1 Number of pages, leaves, or columns

108.14.1 Jennifer Bowen noted that there was a comment under 3.4.1.1. in the ALA response which was not in the response table: “ALA notes that this guideline fails to deal with the very common situation of complex numbering such as A-1 through A-15, B-1 through B-5, etc. – not to mention the numbering pattern of the RDA draft itself. This should certainly be dealt with in examples, but it would be helpful to clarify this in the text of the guideline itself.” JSC decided that it would be useful to have a reference from the second bullet of 3.4.1.1 to 3.4.1.7 (Complicated or irregular paging). It was suggested that at 3.4.1.7 three different treatments of the same resource (i.e. same explanatory text) could be shown under each of the alternatives a)-c).

Action=Editor; Examples Group 1

108.14.2 Line 482: 1st para, a) & b): clarify complex numbering; pattern on c) (ALA)

Jennifer Bowen read from the ALA response: “According to paragraphs a) and b), the pattern of printing governs the recording of numeration. ALA feels that it makes no sense to record the number of pages when only the leaves are numbered or the number of leaves when the pages are numbered. This would result in statements like “48 [i.e. 96] p.” instead of “48 leaves.” These two paragraphs should be patterned on the treatment of columns in paragraph c). The extent statement should record the numbering of the resource.” The Editor noted that the wording came from AACR2, and was not a change to current practice. Jennifer Bowen suggested that the discussion move on, as ALA had not provided revised wording.

108.14.3 Line 483: Add instructions on broadsides, sheets and portfolios (CCC)

Margaret Stewart explained that CCC thought that the following scope statement at 2.5B1 was missing from RDA: “Describe a broadside as such. Describe a single sheet (folded or not) as *sheet*. Describe a case or portfolio as such.” The Editor noted that a broadside was actually a sheet. He suggested that there could be exceptions at 3.4.0.3 to refer to later instructions for broadsides, cases, and portfolios. He noted that the categories of exceptions in 3.4 would be completely rethought.

Action=Editor

Barbara Tillett commented that the term used in the revised ISBD(A) was now “broadsheet”. Dorothy McGarry offered to send a justification of why “broadsheet” had been used in ISBD(A). The Editor commented that the definitions in *Webster’s Third* for “broadside” and “broadsheet” were very different. John Attig noted that the revised DCRB instructed use of the term “sheet” instead of “broadside” or “broadsheet” and offered to supply this text. The Chair asked Dorothy McGarry and John Attig to supply the information to the ALA representative.

Action=Dorothy McGarry; John Attig; ALA representative

108.15 3.4.1.2 Unnumbered pages, leaves, or columns

108.15.1 Line 485: Reword first phrase (CILIP)

JSC agreed to change “comprises” in the instruction to “consists entirely”. JSC asked the Editor to look at other instances of “comprises”, “comprised”, etc. to see if they can be changed.

Action=Editor

108.15.2 Line 487: Discuss use of 1 v. (unpaged) [Change to AACR2 - 2.5B7] (ALA)

Jennifer Bowen noted that the goal was to avoid making cataloguers count unnumbered pages or leaves. It was noted that this is already a Library of Congress Rule Interpretation. JSC agreed to add “or record *1 volume (unpaged)*” to the end of the first bullet of the instruction, and to add “or record *1 volume*” at the end of the second bullet.

Action=Editor

108.16 3.4.1.5 Incomplete item

108.16.1 Line 488: 1st para: "+" should correspond to how the resource is described (ALA)

Line 489: 1st para: instruct to add "incomplete" [Change to AACR2 - 2.5B15] (LC)

Jennifer Bowen said that ALA could live with the LC suggestion. The Chair said that ACOC was also willing to agree. JSC agreed that the instruction would be to record the number of the last numbered page, leaf, or column using the appropriate term, followed by (*incomplete*). It was noted that the first example would then be: “xxiv, 179 pages (*incomplete*)”

Action=Editor

108.17 3.4.1.7 Complicated or irregular paging

108.17.1 Para c): Retain current practice of "1 atlas" followed by number of pages (ALA)

The Editor noted that this was an instance where the content was appropriate as the first unit of measurement, rather than the carrier. JSC decided to add an exception to 3.4 for the number of pages/leaves in an atlas.

Action=Editor

108.18 Resource comprising two or more units

108.18.1 Line 493: Add provision that corresponds to 3.4.1.7, esp. c) (ALA)

Jennifer Bowen explained that there is no provision for resources comprising two or more units that corresponds to 3.4.1.7 and deals with complicated or irregular paging. JSC agreed to add to 3.4.1.14 and 3.4.1.15 a reference to the complete sequence of preceding instructions at 3.4.1.1-3.4.1.13.

Action=Editor

108.19 3.4.1.14 Continuously paged units

108.19.1 Line 494: Confusion regarding "as instructed above" (ALA)

JSC agreed that “as instructed above” in the option was ambiguous. After discussion, JSC agreed that it wanted to apply the instruction to completed resources issued in successive parts per the ACOC suggestion, and asked the Editor to make this clear. It was noted that 3.4.0.6 (Resources issued in successive parts) is also relevant.

Action=Editor

108.20 3.4.1.15 Individually paged units

108.20.1 Line 496: Use of semi-colon not addressed (CCC)

The Editor explained that as a general guiding principle Appendix D only covered punctuation that preceded or enclosed elements, and not punctuation within elements. It was noted that the issue with this instruction is that it does not mention use of a semi-colon, but a semi-colon had been used in the example. Hugh Taylor noted that use of a comma between sequences of pagination was not specified at 3.4.1.1. JSC discussed whether to prescribe punctuation within elements. JSC decided to examine all instances of punctuation within elements before making a decision. JSC asked the Secretary to revise or redo 5JSC/Sec/4 (Punctuation within elements).

Action=Secretary; JSC (Punctuation)

108.21 3.4.1.16 Number of bibliographic units differing from number of physical units

108.21.1 Line 497: Delete [Change to AACR2 - 2.5B18] (ALA)

JSC agreed to delete 3.4.1.16 as suggested by ALA. The Editor asked about the CILIP comment, given in the response table, to record this information as a note. Hugh Taylor suggested that the example could fit with one of the existing instructions on notes on extent. JSC agreed.

Action=Editor

108.22 Early printed resources

3.4.1.17 Number of pages, leaves, or columns in an early printed resource

108.22.1 Line 498: 1st para: Contradiction with 1.6.2.1 (ALA)

Covered by 5JSC/LC/5/Rev proposal.

108.23 3.4.2.1 Resource comprising a single unit

108.23.1 Line 499: Use "study score" instead of "miniature score" (CCC)

The Chair noted that in the response table, CILIP and LC had said that they would prefer to use "score". Margaret Stewart noted that "study score" was the term used in ISBD(PM). JSC agreed to delete "miniature score" from the list at 3.4.2.1.

Action=Editor

108.23.2 Line 500: Reword and combine with 3.4.2.2. (LC)

The Chair noted that there was agreement in the response table from everyone but CILIP. Hugh Taylor said that he disagreed with the new option to record the extent as *1 score* and make a note about the part(s), as the presence of a part was too important to be omitted. Barbara Tillet said that the option was for people who found the instruction too complicated. The Editor noted that this was actually an alternative. Hugh Taylor said that CILIP was willing to concede. JSC accepted the LC proposal to combine and reword 3.4.4.1 and 3.4.4.2. Geraldine Ostrove commented that two of the new examples in the LC response did not need "of the score" in the explanatory comment. JSC agreed.

Action=Editor

108.24 3.4.3.2 More than one map, etc., on one or more sheets

108.24.1 Line 503: 2nd para: restore instructions for "map series" (ALA)

Jennifer Bowen explained that the second bullet omitted the crucial point that map series should be described collectively. Elizabeth Mangan commented that in many cases there was not enough information on each map to catalogue them individually. The Chair noted that the National Library of Australia did do analytical cataloguing for some Australian map series. JSC discussed whether treatment of map series needed to be addressed explicitly in the instructions. Jennifer Bowen withdrew the ALA comment.

108.25 3.4.4 Digital files, etc.

108.25.1 Line 506: Clarify if apply to digitally encoded audio resources (ALA)

See 5JSC/M/104.8.1.

108.26 3.4.4.1 Digital files contained on disks, cartridges, etc.

108.26.1 Line 507: Make option part of the rule (ACOC)

The Chair noted that there was disagreement with this suggestion in the response table. JSC decided to treat the option as an alternative.

Action=Editor

108.26.2 Line 508: See 3.4.5.12. Prefer that information only be included in the element (ACOC)

The Chair explained that ACOC was referring to the final bullet: "If the number of subunits cannot be stated succinctly, record the details in a note if they are considered to be important (see 3.4.5.12)." JSC decided that it was appropriate for the extent to be a succinct statement. The Chair withdrew the ACOC comment.

108.27 3.4.4.2 Digital files contained in remote access resources

108.27.1 Line 509: Make option part of the rule (ACOC)

JSC agreed that to match the decision on Line 507 (5JSC/M/108.26.1), the option would become an alternative.

108.27.2 Line 510: Mirror 3.4.4.1 or combine rules (ACOC)

JSC discussed whether to have a list of terms at 3.4.4.2. JSC asked the Editor to draft some general text e.g. "Record the extent using an appropriate term." The Chair said that the JSC would re-evaluate the instruction in the context of the revised chapter 3 before it went out for review.

Action=Editor

108.27.3 Line 511: Always provide a technical description for online resources (ACOC)

Covered at line 452 (5JSC/M/108.7.1).

108.28 Visual resources [new proposal] (LC)

The Editor noted that it had been agreed to call this type of content “still image” (5JSC/M/103.8.9). He confirmed that the instructions were intended for unmediated still images. The Chair said that ACOC wondered whether the instructions could be combined with those for maps. The Editor said that he did not think it would be appropriate to merge the instructions, as the map instructions would not necessarily apply to still images.

The Editor noted that the LC proposal contained the word “support” and added that he was hesitant to introduce a new term to RDA. JSC agreed to use “carrier”. It was noted that the caption for new instruction 3.4.5.3 (Multiple sheets composing one image) had “composing” instead of “comprising”. JSC asked the Editor to reword this to make it clear that there was a single image spanning more than one sheet rather than multiple sheets of the same image. JSC confirmed that the Editor was to add the new instructions as an exception for still image content. JSC asked the Editor to make changes as discussed, plus any changes necessary for consistency with other instructions.

Action=Editor

- 108.29 3.4.5 Notes on extent
 - 3.4.5.4 Resource issued in successive parts not to be continued

- 108.29.1 Line 514: Meaningful only when planned publication not completed? (ALA)

The Chair noted that in the response table, ACOC and CILIP agreed with ALA, but LC and CCC disagreed. Jennifer Bowen withdrew the ALA comment. JSC rejected the LC proposal to delete the instruction.

- 108.30 3.4.5.5 Duration of individual parts

- 108.30.1 Line 515: 1st para: Reword

Jennifer Bowen said that ALA was willing to agree with CCC to only add “with or” to the instruction. JSC agreed that the instruction would read: “When preparing a comprehensive description for a resource with or without a collective title, make a note giving the durations of each part contained in the resource. See also 3.4.0.10.”

Action=Editor

- 108.31 3.4.5.7 Duration of performance for scores, parts, etc.

- 108.31.1 Line 518: Include listing durations of sections (ALA)

Jennifer Bowen withdrew the ALA comment, as it appeared that it was covered by the revised 3.4.5.5.

David Sommerfield commented that he did not think that 3.4.5.7 should have a reference to 3.4.0.10. The Editor explained that this was where the basic instructions on recording duration were to be found. JSC discussed whether it was a problem that 3.4.5.7 referred you back to 3.4.0.10, but that the final bullet of that instruction referred you forward to 3.4.5.7. Adam Schiff noted that the first bullet of 3.4.0.10 should not include “performance time” as for a score this was never recorded in extent, but in a note. Jennifer Bowen suggested that a distinction be made between playing/running time and performance time. The Editor agreed that they were different attributes, and said that he would see what he could do. The Chair confirmed that the reference to 3.4.0.10 would

remain at 3.5.5.7, as the goal was consistent reciprocal references. She added that if this could potentially lead to confusion it would be included in training.

Action=Editor; Secretary (Training and Implementation – reciprocal references)

108.32 Considered to be important

JSC briefly examined the use of “considered to be important” and agreed to discuss the issue further by email. JSC provisionally decided to use: “considered to be important for identification or selection.”

Action=Editor; Secretary (Training and implementation – considered to be important)

109 RDA: Resource Description and Access Part A, Chapters 6-7. Constituency Review of June 2006 Draft

109.1 Received and considered the following documents:

5JSC/RDA/Part A/Chapters 6-7
 5JSC/RDA/Part A/Chapters 6-7/Chair follow-up/1
 5JSC/RDA/Part A/Chapters 6-7/Chair follow-up/2
 5JSC/RDA/Part A/Chapters 6-7/Chair follow-up/3
 5JSC/RDA/Part A/Chapters 6-7/Chair follow-up/4
 5JSC/RDA/Part A/Chapters 6-7/Chair follow-up/5
 5JSC/RDA/Part A/Chapters 6-7/LC response
 5JSC/RDA/Part A/Chapters 6-7/CCC response
 5JSC/RDA/Part A/Chapters 6-7/BL response
 5JSC/RDA/Part A/Chapters 6-7/ACOC response
 5JSC/RDA/Part A/Chapters 6-7/ALA response
 5JSC/RDA/Part A/Chapters 6-7/CILIP response

109.2 The Chair noted that responses to the draft chapters 6-7 had been received from the six constituencies, and from rule makers in Germany, Spain, France, Sweden, and Norway. She added that the issues raised by ALA regarding the RDA development process had been covered in the first executive session. The Chair commented that it had been agreed to discuss the broad issues arising from the responses. She noted that in addition, in the cover letter of the draft, comment had been requested on three issues.

109.3 Objectives and principles

109.3.1 The Editor suggested that the discussion begin with an examination of the functions supported by the two chapters. He referred the JSC to 5JSC/Editor/RDA/Objectives and Principles/Rev/3. He noted that in the section on “Functionality of records produced using RDA” the first set of objectives were to do with responsiveness to user needs. The first objective is: “The data should enable the user to: find all resources described in the catalogue that embody a particular work or a particular expression of that work”. The Editor explained that this needed to be supported through relationships. The second objective is to “find all resources described in the catalogue that embody works and expressions of works associated with a particular person, family, or corporate body”. The Editor noted that the goal with the first two objectives was to “find all”. The third objective is to “find a specific resource described in the catalogue that is searched under a title appearing in that resource”. The Editor said that this was covered by instructions in chapter 2 and was not of immediate relevance to the discussion. The fourth objective is to

“find works, expressions of works, manifestations, and items represented in the catalogue that are related to those retrieved in response to the user’s search”. Barbara Tillett commented that there needed to be some limits, as you could not include all relationships. The Editor noted that this objective did not say “all”. Barbara Tillett said that in the past the phrase “bibliographically significant” had been used to limit. The Editor explained that the first, second and fourth objectives were the key functional objectives for chapters 6-7. He added that the remaining objectives under “responsiveness to user needs” dealt with “identify” (covered by chapter 2 and Part B for group 2 entities); “select” (chapters 3 and 4), and “clarify” and “understand” (Part B).

109.4 Implementation scenarios

109.4.1 The Editor asked if it was agreed that the goal of chapters 6-7 was to instantiate the FRBR relationships that support these user tasks. Barbara Tillett noted that the user tasks paralleled what was in the IME ICC *Statement*. The Editor referred the JSC to a diagram of database structures that he had circulated [see Appendix A]. He said that in the first scenario (Relational / object-orientated database structure) the lines and arrows between different types of records (work, expression, manifestation, and access control records for persons) were the relationships in FRBR. JSC discussed the scenarios, and the Editor provided further clarification. The Editor noted that the first scenario was the ideal, while the reality for most libraries was the second scenario, i.e. linked bibliographic and authority records, and that some catalogues were only able to deliver scenario three. Barbara Tillett noted that providing a mapping to MARC might be helpful now, and later in training.

109.5 The Editor explained that one reason why chapter 6 is so complicated is because of the many ways in which relationships can be recorded (i.e. name/title access points, linking entry fields, informal notes, embedded records). The Chair noted that at some stage there should be a discussion as to whether RDA needed to reflect all existing conventions. The Editor said that what all the conventions had at their heart was that they were a reference to a related entity. He noted that some comments on the draft had asked whether the instructions needed to cover all possible ways of reflecting a relationship, and if they did, did there need to be guidelines on which is the most appropriate in a given situation. The Editor said that he had been assuming that RDA would be as accommodating as possible, and just as record structures are overlaid, so would governance structures (i.e. agreements on which options and alternatives to use).

109.6 FRBR and ‘resource’

109.6.1 The discussion moved on to whether to use the term “resource” or specific FRBR terms. The Editor explained that the current framing of chapter 6 was in terms of related resources. He added that the chapter could be organized to make the link to FRBR more obvious, e.g., work/work relationships, expression/expression relationships, manifestation/manifestation relationships, etc. He noted that two disadvantages to this are that not everyone is confident about FRBR, in particular the line between works and expression; and, that other communities (e.g. CRM, <*indec*>) use different terminology for these entities. Jennifer Bowen commented that other communities wanted to see the model on which RDA is based, so that they can map it to their models. JSC decided that the name of the specific FRBR Group1 entity should be used instead of “resource”.

Action=Editor

109.7 Conventions

109.7.1 The Editor noted that a related issue was that of work/expression identifiers. He added that identifiers (other than numeric identifiers) and descriptions were on a continuum, and any of the strings used to reference another entity was a surrogate for a description. He added that trying to maintain an artificial line between what is a citation, what is an identifier, and what is an embedded description was very difficult. He noted that you are trying to give some sense of what a related entity is. The Chair commented that although there were practical problems with making these distinctions, there had been calls in the responses for it to be clearer. Barbara Tillett said that she liked it that the conventions (or linking devices) were identified, but she thought that it needed to be explicit about which was appropriate to describe each type of relationship (e.g. work/work). The Editor said that his difficulty was with the heavy reliance on access points for related entities, when this was actually the poorest way to reflect relationships. Barbara Tillett said that there was currently a transition period and that she would like to show the vision for the future. The Chair noted that the LC response had suggested using designation of role between Group 2 and Group 1 entities to provide more information. Barbara Tillett noted that some detail on relationships had been built into the MARC format, e.g. indicators in the 7XX linking entry fields, and that labelling something as a 1XX declared a particular type of relationship. The Editor noted that the 533/534 fields were not structured as linking entry fields. The Chair asked the Secretary to note this as something to consider in terms of MARC 21.

Action=Secretary (MARC implications)

109.8 Structure of the Chapters and Parts

109.8.1 The Editor noted that some responses had said that in terms of the order of the chapters, you needed to learn how to make an identifier first, before using it. He said that it would be difficult to find a way to make the process linear, although the online product would make it easier. He noted that instructions on how to construct work/expression identifiers were in chapter 7, but that he had found that he had repeated in Part B how to construct access points for works, expressions, and manifestations. Jennifer Bowen said that there had been comments that some of the instructions in chapter 7 belonged in Part B. The Editor suggested that chapter 7 could cover just the second find objective, i.e. all associations between works, expressions, manifestations, and items and Group 2 entities. He added that the instructions on designating the primary access point could be removed. The Editor noted that a difficulty with the current Part A and Part B was that they did not accommodate work and expression records. He added that the challenge was to create a description for the work, as this was currently contained in the bibliographic record.

109.9 The Editor noted that chapter 4 covered instructions relating to works and expressions. He added that it had already been agreed to demarcate the FRBR entity, and he would add subheadings for “work” and “expression” to chapter 4.

Action=Editor

109.10 Based on the preceding discussion with the Editor, JSC made the following decisions. Chapter 6 will be restructured so that it deals with the way relationships are structured in FRBR, firstly in terms of the high-level relationships between works, expressions, manifestations and items, and then work/work relationships, work/expression relationships, manifestation/manifestation relationships, item/item relationships. Instructions on determining the primary access point will be stripped from chapter 7, and

it will cover all relationships between group 1 and group 2 entities. All conventions for recording relationships will be given upfront and RDA will be more selective and provide more guidance about which might be most appropriate. [Note: see also 5JSC/M/109.13; decision on order of chapters 5JSC/M/109.20.]

Action=Editor

109.11 Terminology

109.11.1 Barbara Tillett asked whether the term “citation” would continue to be used, or whether “work/expression identifier” or “name of the work/expression” would be used. The Editor noted that the DC Library Application profile had a “relations” element. He suggested that relationships could be recorded by referencing the related entity (work, expression, etc.). JSC discussed the conventions that would be used. It was agreed that referencing could be done by using an identifier (those that conform to the W3C definition); naming the entity (according to instructions in Part B); or describing the entity (according to instructions in Part A).

Action=Editor

109.12 The Editor noted that in effect “Descriptions” and “Names” would be the two parts of RDA. The Chair said that in the past, Part A had been linked to bibliographic records, and Part B to authority records, and asked if this was still the case. The Editor noted that the scoping discussions on the first day of the meeting had affirmed FRBR attributes and relationships as the basis of Part A, and FRAD attributes and relationships as the basis of Part B. He said that in the current scenario there were linked bibliographic and authority records, but in the future scenario of a relational / object orientated database structure it could be different. He noted that the RDA organizational structure would not limit what happened in the future, but it will be ready and in place as databases are migrated to new structures.

109.13 Relationship taxonomy

109.13.1 Jennifer Bowen said that there had been considerable concern within ALA that the taxonomy used in chapter 6 was based on AACR2, and did not take into account recent research, in particular that done by Barbara Tillett. She noted that the appendix in the ALA response contained an alternative proposal for the arrangement of the chapter prepared by Robert Maxwell. The Editor said if chapter 6 was organized around group 1 entities as discussed, that some relationships such as “whole-part” would apply at each of the different levels (work/work, manifestation/manifestation, etc.). JSC discussed the best arrangement for the chapter, and the Editor offered to prepare two alternative outlines of the primary arrangement so that the JSC could make a decision. One alternative will be based on the relationships between Group 1 entities in FRBR; the other will be based on the taxonomy developed by Barbara Tillett.

Action=Editor; JSC

109.14 Embedded descriptions

109.14.1 Margaret Stewart noted that there had been a great deal of confusion about the concept of “embedded descriptions”. The Editor said that these were a way of referencing a relationship by means of a description. He suggested that the “embedded” part could be too much to do with database structures, and that the draft had been too specific. He noted that in some other formats, sub-records were used. Jennifer Bowen said that because there

had been so much confusion about the different techniques, people were making assumptions about RDA's direction. She added that it was important to clarify what was intended. The Editor said that part of the problem was that some people were still in an AACR2 mindset, where you used the code as a manual and wrote the information down in order. He added that in terms of RDA, the starting point was the input format (e.g. MARC 21 or Dublin Core) and that you would follow it in terms of the fields required, and use RDA to formulate the content of the field. He noted that this was why the appendices were the basis for the "smart sheets" in the RDA Prototype. Jennifer Bowen replied that people were picking up the RDA drafts and trying to catalogue with them. The Chair commented that this would be a useful FAQ. The Editor said that once the MARC 21 to RDA mapping was available this would help people. He noted that you had to overlay record structures on to RDA. Jennifer Bowen asked how embedded descriptions would be handled. The Editor suggested that the reference to a related resource be handled by a record-to-record link, or by incorporating a full or partial description (depending on your database structure). JSC agreed.

Action=Project Manager (FAQ); Editor

109.15 6.4 Source/Reproduction and 6.5 Format/Format relationships

109.15.1 The Chair noted that the cover letter for the draft chapters 6-7 had asked whether it would be desirable to combine 6.4 Source/Reproduction and 6.5 Format/Format relationships. She added that the sections would change depending on the outline that was agreed for the chapter. It was noted that the thrust of the responses to the draft was that the instructions not be collapsed.

109.16 Special rules

109.16.1 The Chair said that comments had also been requested on the special rules in AACR2 chapter 21. The Editor said that as chapter 7 no longer dealt with primary access; these instructions would be pulled out.

109.17 Designation of roles

109.17.1 The Editor noted that there had been a number of comments in the responses that RDA should be more prescriptive in terms of use of designations of roles. He added that it was currently an optional element, and that he thought it was a governance issue. Barbara Tillet suggested that it be made clear in the Introduction why it is important to include the designation of role. The Editor noted that it had been suggested that the only way to construct the name of the work was to start with the name that had the role of primary responsibility. He said that if you did not know who played that role there was a problem. It was noted that the 1XX tag in the MARC record showed the role that was being played. The Chair asked how this related to the issue of more than one person sharing principal responsibility. The Editor noted that the current role designators did not make distinctions between the first named creator and others. The Chair commented that there were internationalization issues in terms of different citation practice. JSC agreed to discuss further with MARC 21 additions to the list of relator codes for the first creator.

Action=Secretary (MARC implications)

109.18 Encoding

109.18.1 The Chair noted that ACOC had raised the issue of whether to refer to encoding in RDA. She suggested that RDA have “indicate X by X” and that there be a general instruction to explain that when we say to indicate something, there are various ways to achieve this and encoding is one of them. Jennifer Bowen said that ALA would agree with this, and did not want encoding included in RDA instructions. Margaret Stewart said that CCC was the same. The Editor noted that there was an issue for the examples in terms of how to display that something was indicated using encoding rather than as a textual string.

Action=Editor

109.19 Barbara Tillett asked if all of the constituency comments on declaring the primary creator would be covered with Part B. The Editor said that choosing the primary creator would be included in the chapter on naming works and expressions. Margaret Stewart said that she was concerned that this was a major change to what the constituencies had seen in the draft chapter 7. The Editor suggested that it could be explained in the cover letter. The Chair agreed that people would be seeing the instructions in a different context.

109.20 JSC discussed the order of chapters 6-7 and agreed to switch the order, so that the use of access points for persons, families, and corporate bodies associated with the resource described were covered before conventions for referencing related resources.

Action=Editor

110 RDA Examples Groups

110.1 Received and considered the following documents:

5JSC/Chair/1

5JSC/Chair/1/Rev

5JSC/Chair/1/Rev/Chair follow-up

5JSC/Chair/1/Rev/Chair follow-up/2

5JSC/Chair/1/Rev/2

5JSC/Chair/1/Rev/2/Chair follow-up/1

5JSC/Chair/2

5JSC/Chair/2/Rev

5JSC/Chair/2/Rev/2

110.2 The Chair noted that the second Examples Group had prepared an interim report on examples in chapters 6-7. Adam Schiff, Chair of the second Examples Group, joined the table and led a discussion on the numbered issues and questions in 5JSC/Chair/1/Rev/2/Chair follow-up/1.

110.3 1. General comments on examples.

Adam Schiff noted that the Group was aware that changes would be made to the draft chapters.

110.4 2. Number of examples.

Adam Schiff said that in some cases, the Group may have supplied too many examples, but they had wanted the Editor to have a good pool from which to choose. He added that a number of corporate name examples had been added to 7.2.1.4.4 and that the Group had provided options for breaking down what was now a long list.

110.5 3. Reciprocal relationships.

Adam Schiff said that in response to comments on the draft chapters 6-7 from CC:DA members, the Group had provided additional examples showing the recording of reciprocal relationships.

110.6 4. Unpublished to published relationship.

Adam Schiff explained that there were some examples of “unpublished/published” relationships in chapter 4 that the Group did not know where to put in RDA. Barbara Tillett suggested that if the content was the same it would be an equivalent relationship and if the content was different it would be a derivative relationship. Adam Schiff noted that sometimes you did not know whether the content was the same. Barbara Tillett said that in that case she would treat them as equivalents.

110.7 5. Multiple relationships.

Adam Schiff said that the Group had not been sure where to put examples that embodied more than one type of relationship. JSC discussed whether to repeat the examples under the different types of relationships, and agreed that generally “clean” examples were preferable, i.e. ones that just illustrated the instruction they were placed under. Adam Schiff noted that the issue came up with those resources that characterise themselves as an “update, enlargement, and translation”. Barbara Tillett commented that in the taxonomy she had developed these would all be derivative relationships.

110.8 6. Overlap of chapters.

Adam Schiff said that the Group had some concerns about the overlap between instructions in chapters 4 (Content description) and 6 (Related resources), e.g. instructions for contents notes. The Editor said that the instructions in chapter 4 were really to do with analysis of a resource as opposed to recording the relationship to another resource. He suggested that instructions on informal notes would remain in chapter 4. The Chair said that the JSC would need to consider the issue further, and thanked the Group for raising it.

110.9 7. Mode of issuance for collections.

Adam Schiff explained that in the examples tables, the mode of issuance column had been left blank for manuscript and archival collections. The Editor noted that mode of issuance was only relevant for those resources that are issued, not those that are assembled. He added that he had suggested that the column be included in the tables so that coding could be added to the online product to create customized views, but that it need not be completed when it was not applicable.

110.10 8. Concise edition.

Adam Schiff said that the Group would wait to hear more about the Concise edition.

110.11 9. Resources in multiple formats.

Adam Schiff noted that another column in the examples tables was for “type of resource”. He added that for resources issued simultaneously in tangible and online format the Group

had not been sure how to designate that multiple formats were involved. The Editor explained that this column had been included in the table so that ultimately in the online version you could display examples only for the media you were dealing with at the time. JSC agreed that the Examples Group need only to indicate one format in the table.

110.12 10. Resource characterizations.

Adam Schiff said that sometimes the resource being described and the related resource did not have the same mode of issuance, or were not the same type of resource. He added that in these cases, the Group had characterized the type of resource and mode of issuance only for the resource being described, rather than also for the related resource embodied in the example. He noted that this was a training issue.

Action=Secretary (Training and implementation)

110.13 11. Initial articles.

Adam Schiff said that the Group had retained examples of access points with initial articles, even though current practice would be to omit them. He added that they had been included because there are other ways to indicate that something is an initial article. The Editor noted that this issue had also been raised by the Appendices Working Group. [Note: see 5JSC/M/111.5.2.]

110.14 12. ISBD and explanatory text.

Adam Schiff said that the Group preferred to use ISBD punctuation in the explanatory text of examples. He noted that the Group had suggested that a general note be included at the beginning of chapters 6-7 to say that examples were in this format, rather than repeating the phrase "Example follows ISBD specifications for presentation". The Editor said that this would be in the Introduction to Part A. JSC agreed.

Action=Editor

110.15 13. Confusion interpreting 7.2.1.4 and 7.2.2.

Adam Schiff explained that when the instructions address "more than one person, family, or corporate body responsible for creating the work", the Group was not sure whether the cataloguer is to consider the total number of persons, families, and corporate bodies responsible, *or* to count the number of persons, families, *or* corporate bodies responsible. He said that there were some examples where there was one corporate body responsible, but more than one entity involved overall. The Editor said that in the responses to the draft not everyone had been happy that the corporate body rule was applied first, and questions had been raised about maintaining distinctions based on the number of entities involved. The Chair said that the JSC would discuss the issues at a later date.

Action=JSC

110.16 14. Motion pictures, television programs, and other videorecordings.

Adam Schiff said that the Group had found it difficult to place the examples for motion pictures, television programs, and other videorecordings, as the instructions did not adequately address this type of media. He said that there were also questions to do with the primary responsibility for recorded performances. The Editor noted that the

instructions on primary access would be moving to Part B. The Chair thanked the Group for raising the issue.

110.17 15. Anonymous adaptations.

Adam Schiff said that an example of an anonymous adaptation had been omitted from the draft (Example for: "The pilgrim's progress : for the young . . ." (Adapted by an unknown person from John Bunyan's work)). He said that Group was not sure that whether the primary access would be under title (as currently in AACR2), or under Bunyan. The Editor said that he thought that the primary responsibility would be allocated to Bunyan. He added that to meet the criteria of being an adaptation, the person doing the adaptation has to be named as being responsible.

110.18 16. "Prominently."

Adam Schiff said that the Group was not sure whether prominence was still important in terms of choice of access points. Margaret Stewart noted that CCC had suggested that "prominently" be removed. She added that this had not yet been discussed.

110.19 17. Access points for earlier iterations.

Adam Schiff noted that there were no instructions in 7.3 to cover access points for entities associated with an earlier iteration. The Editor said that 7.3.8 should probably have covered earlier as well as later iterations.

Action=Editor

110.20 18. Role designations.

Adam Schiff said that the Group had provided some examples of role designations, but that cataloguers generally used codes as role designators. The Editor noted that ALA had expressed displeasure about the references to encoding in the draft chapters. Jennifer Bowen suggested that these examples could be included in an appendix. Barbara Tillett said that she thought that terms designating the role should be included in RDA. [Note: see also 5JSC/M/109.17; 5JSC/M/113.2.11.]

110.21 19. Suggested revision to 7.7.1.2.1d.1.

Adam Schiff noted that the JSC had yet to discuss this instruction.

110.22 20. Religious works.

Adam Schiff said that the Group did not feel that it had sufficient expertise to fully evaluate the examples in 7.10. Barbara Tillett replied that she hoped that LC could provide a new member for the Group to assist with examples for religious works.

Action=LC

110.23 21. Separation of primary access point examples from additional access point examples.

Adam Schiff said that the Group would wait to see the revised draft of the chapter.

110.24 22. Access points--controlled or not controlled?

Adam Schiff said that there was an inconsistency in the draft in that some access points were presented in their controlled form and some were not. He added that the Group had decided to provide the full form of names (including dates and qualifiers) based on the NACO authority file. He asked if the JSC was happy for the Group to use the authorised form. Margaret Stewart said that CCC thought this might be distracting as instructions on the form of the name would be in Part B. The Chair commented that if a controlled form was used then the question became whose controlled form. She noted that the JSC would have to make a decision on the form of examples.

Action=JSC

- 110.25 23. Arrangement of examples in Chapter 7.

Adam Schiff said that the Group's comments were moot.

- 110.26 The JSC thanked the second Examples Group for supplying such a good collection of examples, and for raising significant issues. The Chair noted that before the Group could do more work the JSC would have to make decisions regarding chapters 6-7 and Part B.

111 RDA Appendices Group: Terms of Reference and Membership

- 111.1 Received and considered the following documents:

5JSC/Chair/9

5JSC/Chair/9/Chair follow-up/1

- 111.2 Judy Kuhagen joined the table as Chair of the RDA Appendices Group. The other two members of the Group, John Attig and Kathy Glennan were also present. Judy Kuhagen led a discussion on the Group's status report (5JSC/Chair/9/Chair follow-up/1).

- 111.3 Appendix A. Capitalization

- 111.3.1 Judy Kuhagen explained that the status report outlined the pros and cons of having an appendix on capitalization in RDA. She added that the Group had recommended that an appendix not be included in RDA, and that there be a basic rule (akin to AACR2 1.1B1) in chapter 1. This basic guideline would instruct you to take the data element as you see it without adjustment, and there would also be the two options as in the current draft 1.6. The Chair asked if any JSC members had additional pros or cons for having an appendix on capitalization. Margaret Stewart said that she would be wary of removing all guidance as this would force people to come up with their own guidelines. Barbara Tillett replied that this assumed that you wanted standardization of capitalization. The Chair said that the Appendix was there to provide guidance for people who did not want to use an in-house guideline or to derive the data from a digital source. Hugh Taylor commented that a point in favour of removing the appendix is that the current default is not culturally neutral. Jennifer Bowen noted that she thought there would be a wide variety of opinion in ALA about whether or not to keep the Appendix. Alan Danskin said that personally he would like to see the Appendix removed and the default be to transcribe. Hugh Taylor commented that if people transcribed data found on the source as block capitals this could have a downside from the user perspective.

- 111.3.2 JSC discussed whether a third option should be added at 1.6 to follow the capitalization conventions of the language of the resource. JSC decided against this as an increasing

number of cataloguers are not familiar with the language of the resource they are cataloguing, and more languages would need to be added.

- 111.3.3 JSC discussed what the basic guideline on transcription proposed by the Group would mean for the examples in RDA. The comment was made that for every instruction where it told you to transcribe you would need examples of this (i.e. no changes to capitalization on the resource). It was noted that this would mean an unrealistic amount of work for the Examples Groups.
- 111.3.4 The Chair suggested that the JSC discuss the question relating to Part B posed by the Working Group: “Will JSC allow the same range of possibilities (“take what you see” + options) for controlled access points?” Margaret Stewart said that if there was more than one form of a name you needed to choose one, and guidelines would provide structure. Barbara Tillett noted that for a controlled access point you were constructing the form, and you would not use data from other sources as you might be able to in the case of the description. JSC agreed that the appendix on capitalization would be retained for use with instructions in Part B. It was noted that if the Appendix was kept for Part B, its retention for Part A was less of an issue.
- 111.3.5 JSC decided to retain the Appendix on capitalization. The Appendices Group was asked to look at reorganization of the Appendix.
Action=Appendices Working Group
- 111.4 Appendix B. Abbreviations
- 111.4.1 Judy Kuhagen said that the Group was recommending that there be an appendix on abbreviations in RDA. She added that based on discussions at the April 2006 JSC meeting there would be no abbreviations in the extent, or in transcribed elements. In the report, the Group recommended that the Appendix be revised to only cover abbreviations for recorded elements (numbering for serials, numbering within series, duration, and voice for music). JSC agreed.
- 111.4.2 Judy Kuhagen said that the Appendices Group had asked whether there would be any changes to the AACR2 practice of using some abbreviations in controlled access points. The Chair noted that the Group already had some guidance, as at the April 2006 meeting it had been agreed that there would have to be a strong justification for any changes to the use of abbreviations in controlled access points. She confirmed with the JSC that this included the abbreviations for names of certain countries, states, provinces and territories in B.14A.
- 111.4.3 Margaret Stewart asked about abbreviations for “centimetres” and “millimetres”. It was noted that it had been agreed in the past that these are symbols. JSC discussed whether abbreviations would be used for units of measurement in dimensions such as inches and feet. It was noted that these abbreviations are in common usage, and less open to misinterpretation. It was tentatively agreed that abbreviations could be used in units of measurement. JSC asked the Appendices Group to look at all abbreviations used in chapter 3 (except those for extent and measurement), categorise them and make recommendations.
Action=Appendices Working Group

- 111.4.4 Margaret Stewart noted that both LC and LAC had a long-standing rule interpretation to abbreviate “Department” as “Dept.”. She asked if this could be added to RDA. JSC agreed to consider the issue further.

Action=JSC

- 111.5 Appendix C. Initial articles

- 111.5.1 Judy Kuhagen noted that Appendix E (Initial articles) in AACR2 said to omit initial articles as instructed in four rules in Part II. She noted that in responses to the current proposals for new additions to the list of initial articles, clarification of the relationship to the MARC 21 list of initial articles had been requested. She noted that there was an agreement with the Network Development and MARC Standards Office that the MARC 21 list will include what has been agreed to by the JSC. The Chair confirmed that MARC 21 is not concerned that the language must be frequently encountered by cataloguers (as specified in the current Appendix).

- 111.5.2 JSC discussed the difference between omitting an initial article or retaining it and marking it to be ignored for the purposes of filing. It was noted that the relevant Part B instructions had yet to be discussed. The JSC was generally supportive of the Appendices Group’s recommendation that if there was an appendix on initial articles, that in the Web product it be able to be sorted by either article or language, and that in the print product there be two tables. The Editor said that it would be helpful if the Appendices Group as part of their work could put the existing appendices into Excel tables.

Action=Appendices Working Group

- 111.6 JSC decided that for all appendices the Group would confirm that the language names are correct, but will not add entries for new languages. After RDA is issued, the JSC will call for additions to the appendices for other languages. JSC asked the Group to begin work on the content of the appendices, with a focus on abbreviations used in chapter 3, as the first Examples Group need these decisions to complete their work. The Chair thanked the Group members for their hard work to date.

Action=Appendices Working Group; JSC (after RDA first release)

112 Revisions to list of initial articles (Breton initial articles (AACR2 E.1A), Initial articles in Māori & Pacific Island languages, Initial articles in Irish)

- 112.1 Received and considered the following documents:

5JSC/LC/7

5JSC/LC/7/ALA response

5JSC/LC/7/CILIP response

5JSC/LC/7/ACOC response

5JSC/LC/7/BL response

5JSC/LC/7/CCC response

5JSC/ACOC/2

5JSC/ACOC/2/ALA response

5JSC/ACOC/2/CILIP response

5JSC/ACOC/2/BL response

5JSC/ACOC/2/LC response

5JSC/ACOC/2/CCC response

5JSC/CILIP/4
 5JSC/CILIP/4/ALAreponse
 5JSC/CILIP/4/ACOC response
 5JSC/CILIP/4/BL response
 5JSC/CILIP/4/LC response
 5JSC/CILIP/4/CCC response

- 112.2 The Chair noted that there were no specific issues relating to any of the proposals that needed to be discussed, but there were some general issues. One issue raised was whether the languages in the proposals were amongst those “most frequently encountered by cataloguers”. She said that based on the discussions with the Appendices Group this criterion did not need to be met. Another issue was how the initial articles appendix related to MARC’s *Initial Definite and Indefinite Articles*. She added that this had also been covered in the discussion with the Appendices Group. The third issue raised was that for one of the languages covered in 5JSC/ACOC/2 the name of the language differed between MARC 21 and *Ethnologue*. Barbara Tillett noted that the MARC list was in line with the ISO standard for language codes. JSC agreed that the MARC 21 form of language names would be used.
- 112.3 Hugh Taylor noted that 5JSC/CILIP/4/CCC response had raised the concern that the presence of a word on the list is not a guarantee that the word is always an article in that language. JSC decided to pass the suggested change to the wording of the introduction of the appendix to the Appendices Working Group. Judy Kuhagen noted that the final paragraph of 5JSC/CILIP/4/CCC response referred to some Romanian partitive articles that had been included in the list. She added that the Working Group would also address this issue.
Action=Appendices Working Group
- 112.4 JSC approved the additions to the list of initial articles in 5JSC/LC/7, 5JSC/ACOC/2, and 5JSC/CILIP/4.

113 Discussion paper on RDA and MARC21

- 113.1 Margaret Stewart explained that at the April 2006 meeting, ACOC and CCC had been asked to do a mapping between RDA and MARC 21, and to prepare a paper for MARBI. She added that the discussion paper before the JSC contained three parts: Issues and/or RDA elements that have implications for MARC 21; possible additions to RDA; and, the actual mapping.
- 113.2 Issues and/or RDA elements that have implications for MARC 21
- 113.2.1 i) Terminology
- Barbara Tillett commented that the JSC had yet to agree on replacement terms for “main entry”, “uniform title”, etc. The Chair noted that it was an early alert to MARBI that the terminology would be changed.
- 113.2.2 ii) 3.2 Media category, 3.3 Type of carrier, 4.2 Content category

Margaret Stewart said that there needed to be a discussion on how MARC will accommodate these new elements and the impact on leader and fixed field coded data. It was noted that the headings for the three sections had changed (5JSC/M/103.8.2).

113.2.3 iii) Punctuation (M/34.7)

Margaret Stewart noted that MARC 21 does not use content designators to generate punctuation.

113.2.4 iv) Parallel titles (M/33.4.1)

Margaret Stewart reminded the JSC that at the April 2006 meeting, it had been suggested that a code be used to indicate that a parallel title is not from the same source as the title proper.

113.2.5 v) 2.7 Publication, 2.8 Distribution, 2.9 Manufacture, and 2.10 Production

Margaret Stewart said that the paper raised the question of whether any changes needed to be made to MARC 21, or whether repeatable 260 tags would be used.

113.2.6 vi) 1.6 Transcription (M/76.4)

Margaret Stewart asked whether the JSC was still thinking that it might be useful to define a code(s) to indicate if either of the options at 1.6 is followed. JSC discussed whether it would be at the field level or at the record level. Hugh Taylor suggested that MARBI be asked whether there was a need to indicate which option has been followed for transcribed elements.

113.2.7 vii) 6.4.1.2.1c.2 Alternative for recording the source of a reproduction and 6.4.2.2.1.c.2 – Alternative for recording a reproduction

The Editor noted that record structures were outside the parameters of RDA. Margaret Stewart said that she would remove this issue from the discussion paper.

113.2.8 viii) 3.4 -3.18 Carrier description elements

Margaret Stewart commented that RDA had a greater level of granularity than MARC 21 field 300. The Editor said that the Appendix would contain a mapping, and that several RDA elements could be listed under one MARC subfield. JSC agreed to consider whether to release a revised Appendix D with the chapter 3 that went out for review in 2007.

Action=JSC

113.2.9 ix) 2.13 Resource identifier

Margaret Stewart said that final decisions had yet to be made on how standard identifiers and other resource identifiers would be treated. She added that this could have an impact on indicator values in field 024.

113.2.10 x) 3.21 Mode of access

Margaret Stewart noted that the element is being considered for deletion.

113.2.11 xi) Issues for discussion

Margaret Stewart said that three issues relating to the scope of RDA and the interdependence between RDA and MARC 21 had been identified. The first issue is that RDA refers to the use of encoded values. The Editor noted that specific reference to encoded values would be removed. The next issue is that the JSC will refer any changes to the list of initial articles to MARC 21 for inclusion in *Initial Definite and Indefinite Articles*. The third issue is that at 7.6 RDA refers to the *MARC Code Lists for Relators, Sources, Description Conventions*. Barbara Tillett commented that another list to refer to at 6.7 was the *Relator Terms for Use in Rare Book and Special Collections Cataloging*.

113.2.12 xii) MARC 21 (bibliographic) Leader/18 (Descriptive cataloging form); MARC 21 (authority) 008/10 (Descriptive cataloging rules)

Margaret Stewart noted that new values would be required for RDA.

113.2.13 JSC agreed that of the issues raised in the paper, the only two which required action on the part of MARBI were ii) and xii). The Chair noted that two issues had been raised in the meeting: 533/534 tags (5JSC/M/109.7) and a relator code for the first creator (5JSC/M/109.17). JSC discussed the scenarios for database structures prepared by the Editor and whether to highlight these in the revised paper. The Editor noted that RDA was being designed to work with future more efficient database structures. He added that one question was to do with how ready the MARC format was to be used in these new structures. The Chair confirmed that the long-term intention would be flagged. In terms of issue ii), it was suggested that the paper refer explicitly to the RDA/ONIX Framework.

Action=ACOC and CCC

113.3 Potential additions to RDA

The Chair explained that in mapping MARC fields to RDA elements, a number of fields had been identified which were deemed to be potentially in scope for RDA, but which did not have an equivalent element in RDA. She added that some analysis had been done of the number of occurrences of these fields in MARC records, and those fields found in at least one record in every 10,000 had been identified. JSC agreed to discuss each of the fields to decide if they are in scope for RDA. JSC also agreed to discuss three newly defined MARC 21 fields (258, 365, and 366). JSC asked the ACOC rep to prepare a proposal for all of the MARC fields deemed to be in scope so that they could be discussed further.

113.3.1 263 Projected Publication Date

The Editor noted that this was covered by a logical attribute in FRBR. JSC decided that this field is in scope for RDA.

Action= ACOC rep

113.3.2 507 Scale Note for Graphic Material

Barbara Tillett said that she was concerned that this would be confused in RDA with scale of cartographic resources. The Editor said that the element would always be qualified. JSC decided that this field is in scope for RDA.

Action= ACOC rep

113.3.3 518 Date/Time and Place of an Event Note

The Editor noted that this element was covered in FRAD not FRBR. The Chair said that the ACOC rep would check both FRBR and FRAD. Barbara Tillett said that she would prefer to see it as an element in the authority record for the event. Jennifer Bowen said that she agreed conceptually, but date and time of performance were currently recorded in bibliographic records. JSC decided that this field is in scope for RDA.

Action= ACOC rep

113.3.4 524 Preferred Citation of Described Materials Note

Hugh Taylor said that he was not sure if it was in scope for RDA. Barbara Tillett said that it supported the find user task. The Editor noted that it was a compact way to support the identify user task. JSC decided this field is in scope for RDA.

Action=ACOC rep

113.3.5 536 Funding Information Note

The Editor noted that this was beyond the scope of FRBR entities and attributes. JSC decided that the field is out of scope for RDA.

113.3.6 544 Location of Other Archival Materials Note

JSC agreed that this was already covered in RDA by the instructions on informal notes on related content in chapter 4.

113.3.7 550 Issuing Body Note

The Chair noted that this field only had a partial mapping in RDA. JSC agreed with the suggestion in the discussion paper that appropriate examples be added at 2.4.3.7 (Other persons, families, and corporate bodies associated with the resource).

Action=Examples Group 1

113.3.8 581 Publications About Described Materials Note

Barbara Tillett asked if this would be covered in chapter 6 (i.e. chapter 7) if the chapter were rearranged according to the taxonomy she had developed. JSC decided that no separate element is required.

113.3.9 583 Action Note

JSC agreed that this was out of scope for RDA as it supports resource management not resource discovery.

113.3.10 585 Exhibitions Note

JSC decided that this was out of scope for RDA because the relationship of an item to an event is not handled in FRBR.

113.3.11 210 Abbreviated Title

JSC agreed that this was already covered by the variant title instructions in chapter 2.

113.3.12 720 Added Entry – Uncontrolled Name

Margaret Stewart commented that this was where Dublin Core names are mapped to in MARC. Jennifer Bowen commented that it had been said that it would be possible for people to use only Part A of RDA. JSC decided that no new element is required.

113.3.13 787 Nonspecific Relationship Entry

The Editor suggested that after he had done the two alternative outlines for chapter 6 (i.e. chapter 7) there would be a place for “published/unpublished” and “other” relationships. The Chair noted that this was another partially mapped field.

113.3.14 258 Philatelic Issue Data

JSC agreed that this field was out of scope for RDA because it contained archival control data.

113.3.15 365 Trade Price/366 Trade Availability Information

The Editor suggested that this information could be included with terms of availability. JSC decided that a new element is not required for RDA as the field is not to do with resource discovery.

113.4 Mapping of MARC 21 to RDA

113.4.1 Margaret Stewart noted that ACOC and CCC had asked the JSC to consider two specific questions:

015 National bibliography number – the mapping has treated this field in the same manner as field 010 and 016, i.e., “Out of scope” since they have been considered numbers identifying the bibliographic record and not the resource. Does JSC agree or can number carried in field 015 identify the resource and mapped to 2.13?

026 Fingerprint identifier – should this be considered a resource identifier and mapped to 2.13?

JSC agreed to defer making a decision on either question until the discussion on 5JSC/ACOC/1/Rev and responses.

Action=JSC

113.4.2 Margaret Stewart said that CCC and ACOC would welcome others reviewing the mapping. She added that it would be highlighted that the mapping was subject to change.

113.5 JSC asked CCC and ACOC to revise the discussion paper in preparation for sending it to MARBI for discussion at the January 2007 MARBI meeting. It was noted that only parts A and C of the paper would be sent to MARBI.

Action=ACOC and CCC [Note: see 5JSC/M/Restricted/119.12.1 for timeline.]

114 Discussion Paper on Mode of Issuance in RDA

- 114.1 Received and considered the following document:
5JSC/Editor/RDA/Mode of issuance
- 114.2 The Chair noted that the Editor had prepared a paper on mode of issuance and that LC and ALA had submitted informal responses. The Editor suggested that the discussion focus on high-level issues and chapter 3. He added that mode of issuance had been identified at the April 2006 JSC meeting as a major issue arising from the responses to RDA Part I. He said that there was a need to step back and look at mode of issuance as a concept in order to handle it consistently.
- 114.3 The Editor outlined the categorization of resources based on mode of issuance in the December 2005 draft of RDA:
- a) resources issued as a *single unit* are differentiated from those issued in *two or more parts*
 - b) resources issued in two or more parts are subdivided into those for which the parts are all issued *simultaneously* and those for which the parts are issued *successively*
 - c) resources issued in two or more parts successively are further subdivided into those that are intended to be completed in a finite number of parts (*determinate*) and those that have no predetermined conclusion (*indeterminate*)
 - d) resources issued in two or more parts simultaneously and those issued in two or more parts successively that are intended to be completed in a finite number of parts are grouped in a category (*multipart monographs*) that straddles the two broader categories of simultaneously and successively issued resources
 - e) resources issued in two or more parts successively that have no predetermined conclusion are categorized as *serials*
 - f) resources that are added to or changed by means of updates that do not remain discrete and are integrated into the whole form a separate category (*integrating resources*) that cuts across all the other categories (i.e., the category can apply to resources issued as a single unit, those issued in two or more parts either simultaneously or successively, those that are complete or intended to be completed in a finite number of parts, and those that have no predetermined conclusion).
- The Editor noted that these categories reflected those used in AACR2.
- 114.4 The Editor explained that there can be practical difficulties in applying the categories, as key information, such as whether the resource has a pre-determined conclusion, or whether the parts were issued simultaneously, may not be known at the point of cataloguing. This problem is exacerbated for online resources. In addition, some resources have a pre-determined conclusion (e.g. newsletters of events), but the practice has been to treat them as serials.

- 114.5 The Editor said that in recognition of all of these difficulties the early drafts of AACR3 had tried to minimise instances of problematic criteria for determining the type of resource, and have a single instruction. He added that in response to comments, in subsequent drafts his sense was that there had been a reversion to what was in AACR2. The Editor said one issue was that there was nothing in the instructions that told you what to do when a resource exhibited characteristics of more than one category, e.g. an online resource could have both integrating and successive updates. Regina Reynolds said that the categories in the model underpinning AACR2 chapter 12 were seen as mutually exclusive. She added that the cataloguer first needed to determine what they were cataloguing based on the entirety of the resource. She noted that in the case of a loose-leaf with an accompanying serial, what was catalogued was the loose-leaf service. The Editor said that he was questioning whether the categories were mutually exclusive based on both the definitions and the resources themselves. He said that he thought it needed to be explicit that resources can fit into more than one category, and to have a pecking order of which category was most important, e.g. whether integration trumped seriality. He added that the alternative was to leave it up to the individual cataloguer, which could result in different descriptions of the same resource.
- 114.6 The Editor suggested that the discussion turn to the table he had prepared on mode of issuance instructions. Barbara Tillett noted that the table was not using the categories that had been agreed internationally. The Chair said that the table was simply a tool to allow comparison of instructions. The Editor explained that he had put instructions for non-integrating resources (e.g. multipart monographs and serials) in one column and instructions for integrating resources in another in order to identify conflicts. He then led a discussion of the chapter 3 instructions.
- 114.7 Type of carrier - Change in type of carrier
- 114.7.1 Instructions:
- Non-integrating resources - Multipart monographs:** make a note on the change if considered important
- Non-integrating resources - Serials:** if the change is significant, create a new description; otherwise, make a note on the change
- Integrating resources – General instruction:** change type of carrier element to reflect current iteration; record earlier type of carrier in a note if considered important
- 114.7.2 JSC discussed whether there could be a single instruction. Jennifer Bowen said that some people within ALA did not want change in type of carrier to result in a new description. The Editor suggested that for the aggregate resource the instruction could be to describe multiple carriers. Regina Reynolds noted that there was a harmonization issue as currently a change in carrier meant a change in ISSN. Barbara Tillett noted that what was being discussed was not the single record approach; instead it was change of carrier for successive parts, not simultaneous carriers. JSC decided that if as an aggregate, the resource has more than one carrier type, the instruction would be to describe each carrier type. It was agreed that the ISBD Review Group and the ISSN Network should be notified of the decision.
- Action=Editor; JSC (ISSN harmonization, ISBD harmonization)**

114.8 Extent – Resource not yet complete

114.8.1 Instructions:

Non-integrating resources - Resources issued in successive parts: record the term indicating type of unit without the number; optionally, if the total number of units to be issued is known, add the number; if it appears the resource will not be continued, describe the incomplete set as appropriate and make a note indicating no more parts have been issued.

Integrating resources - General instruction: record the term indicating type of unit without the number; optionally, if the total number of units to be issued is known, add the number; if it appears the resource will not be continued, describe the incomplete set as appropriate and make a note indicating no more parts have been issued.

Integrating resources - Updating loose-leaf: record *loose-leaf* in parentheses following the term indicating type of unit

114.8.2 The Chair noted that it had been agreed previously that extent was not required for resources that were not static. She added that the only difference in the instructions was for updating loose-leaves.

114.8.3 The Editor said that there had been comments in the responses that using a label such as “Resources issued in successive parts” meant that you would not be able to do keyword searches for “serials” and “multipart monographs” and find all relevant instructions. He added that at a minimum the index would include see-also references. He said that if an instruction applied to both serials and multipart monographs, it seemed artificially redundant to split it under two headings and repeat the text. JSC agreed.

114.9 Extent – Continuously paged units

114.9.1 Instructions:

Non-integrating resources - Two or more units issued simultaneously: record the number of units followed by an appropriate term for the type of carrier, and add the pagination in parentheses.

Non-integrating resources - Two or more units issued successively: optionally, if the resource is complete or has ceased publication, record the number of units followed by an appropriate term for the type of carrier, and add the pagination in parentheses.

Integrating resources - General instruction: optionally, if the resource is complete or has ceased publication, record the number of units followed by an appropriate term for the type of carrier, and add the pagination in parentheses.

114.9.2 The Chair said that there was no real difference between the three instructions. The Editor noted that the instructions had been discussed earlier in the meeting (5JSC/M/108.19).

114.10 Dimensions

114.10.1 JSC noted that the instructions were the same for integrating and non-integrating resources, and agreed that each could be reduced to a single instruction.

Action=Editor

114.11 Other technical details – Change in other technical details

114.11.1 Instructions:

Non-integrating resources - Resources issued in successive parts: if other technical details are added on a subsequent issue or part, change the other technical details to reflect all issues or parts; if other technical details are changed or omitted on a subsequent issue or part, make a note on the change if considered important.

Integrating resources - General instruction: change other technical details to reflect current iteration; make a note on the change if considered important

114.11.2 The Editor noted that the other technical details would be broken into separate elements. He suggested that because all of these elements are repeatable, for resources issued in successive parts it is not actually a case of changing the other technical details, but of using additional instances of elements. He noted that in MARC21 there would be multiple 007 tags. He added that in terms of putting multiple occurrences of an element into an ISBD display, one would fit in area 5 and the others in a note. The Chair said that this was an issue to discuss with ISBD and MARC. JSC agreed that the instruction for integrating resources would stay the same.

Action=Editor; JSC (MARC implications; ISBD harmonization)

114.12 Accompanying material – Accompanying material intended to be issued regularly

114.12.1 Instructions:

Non-integrating resources - General instruction: record the details of the accompanying material; make a note on the frequency; if accompanying material is issued irregularly or issued only once, describe it in a note or ignore it.

Integrating resources - General instruction: record the details of the accompanying material; make a note on the frequency; if accompanying material is issued irregularly or issued only once, describe it in a note or ignore it.

114.12.2 The JSC noted that the ISBD distinguishes between accompanying material which is dependent and material which is independent. JSC discussed the description of accompanying material and tentatively decided that there would not be a separate element in the carrier description chapter for accompanying material. 3.1.4 will contain an instruction for resources consisting of more than one type of carrier. Additional elements will be given without distinguishing them as applying to the accompanying material. It was noted that there still needed to be a discussion on accompanying material and sources of information and that this decision would need to be revisited then.

Action=Editor; JSC (Sources of information)

115 RDA Part I Internationalization

115.1 Received and considered the following documents:

5JSC/LC/5
 5JSC/LC/5/BL response
 5JSC/LC/5/ALA response
 5JSC/LC/5/CCC response
 5JSC/LC/5/CILIP response
 5JSC/LC/5/ACOC response
 5JSC/LC/5/Rev
 5JSC/LC/5/Rev/ACOC response
 5JSC/LC/5/Rev/BL response
 5JSC/LC/5/Rev/CILIP response
 5JSC/LC/5/Rev/CCC response
 5JSC/LC/5/Rev/ALA response

115.2 The Chair noted that the JSC would only be discussing the issues to do with chapter 3 at this meeting. The JSC began discussing the LC proposed revision of 3.5.0.4, but then decided that other comments in the Part I response table, in particular those from CCC at 3.5.0.3 needed to be resolved first. [Note see: 5JSC/M/116.5-6]

116 RDA: Resource Description and Access Part I - Constituency Review of December 2005 Draft (continued)

116.1 3.4.5.7 Duration of performance for scores, parts, etc. (continued)

116.1.1 Line: 520: Delete ref to 3.4.0.10 (LC)

The Chair noted that normally line numbers in the table that had complete agreement would not be discussed. She added that earlier in the meeting it had been agreed to have reciprocal references. Barbara Tillett said that LC withdrew the comment.

116.2 Score and part(s) in single physical unit [new proposal] (LC)

116.2.1 Line 521: Add new instruction

The Chair noted that a number of comments in the table had referred to line 500 (3.4.2.1). Barbara Tillett explained that this new instruction was referred to from the revised 3.4.2.1. Hugh Taylor said that since CILIP had yielded at Line 500 he would yield here also (5JSC/M/108.23.2). JSC asked the Editor to include the new instruction in the revised chapter 3. The Editor asked what sort of example he should include with the instruction. It was suggested that it would be something like "Part printed on p. 5".

Action=Editor

116.3 3.4.5.10 Early printed resources

116.3.1 Line 523: Query ref at 3.4.1.17 to this rule (CILIP)

Hugh Taylor explained that the reference at 3.4.1.17 did not match the instruction at 3.4.5.10, and that 3.4.5.10 needed more detail. JSC agreed with the ACOC suggestion to

add as the first bullet: "Make a note on pagination, blank leaves or other aspects of collation that cannot be made succinctly in the extent."

Action=Editor

116.4 3.4.5.12 Number of files, records, statements, or bytes

116.4.1 Line 525: See 3.4.4.1. Prefer that this information only be included in the element (ACOC)

The Chair said that based on prior discussions ACOC withdrew the comment.

116.5 3.5.0.3 Recording dimensions

116.5.1 Line 526: Categories do not match GMD/SMD report (ACOC)

The Editor asked if the table at 3.5.0.3 should be removed to match 3.4.0.3. JSC decided to retain the table as no constituencies had asked to remove it, and because it would be difficult to formulate a general instruction. The Editor suggested that he could arrange the table alphabetically by media, then alphabetically by specific type of carrier. JSC agreed. [Note: see also 5JSC/M/116.5.2.]

Action=Editor

116.5.2 Line 527: Clarify relationship to 3.5.0.4 (ALA)

Margaret Stewart said that in the 5JSC/LC/5/Rev/CCC response, CCC had brought instructions from 3.5.0.4 up into the table at 3.5.0.3. She added that for each format you would have a choice of recording in inches or centimetres. The Editor asked if this meant adding options. Margaret Stewart noted that CCC had suggested removing the existing options and using "or". Jennifer Bowen said that agencies needed to be able to identify all of the options in the text. The Editor said that there was a technical difficulty with coding text as option or as an alternative when it was in a table. Bruce Johnson agreed that it was difficult to have two styles in a table. JSC decided to take 3.5.0.3 out of a table.

Action=Editor

After discussion, JSC decided that the concept of "common system of measurement" did not support internationalization and to remove it from RDA. JSC decided that the basic instruction would be to record dimensions in metric (as it is the most universal system of measurement), with an alternative to use the system of measurement preferred by the agency. It was agreed that this would mean combining 3.5.0.3 and 3.5.0.4. JSC agreed that in addition to the general alternative at 3.5.0.3 there would also be specific alternatives under certain types of resources on how to record in inches. This is in order to provide assistance for those agencies that will want to continue to use inches as their preferred system of measurement. It was agreed that the specific alternatives would only be given for those resources that currently have inch instructions.

Action=Editor

116.5.3 Line 528: Expand [ref to] 3.5.0.4 to 3.5.0.4-3.5.0.7 (ALA)

Jennifer Bowen said that she would be happy to have the Editor refer to whatever was now appropriate.

Action=Editor

116.5.4 Line 529: Add option to allow use of metric measurements (or 3.5.0.4) (CCC)

Margaret Stewart noted that this had already been discussed. JSC agreed that it did not need to discuss 5JSC/LC/5/Rev and responses further.

116.5.5 Line 531: Audio: query re "height" and "width" (CCC)

Margaret Stewart explained that in AACR2 "typical" dimensions were not expressed as height x width, but given as standard dimensions with the larger dimension given first. The Editor suggested that an improvement would be to use "depth x width". He noted that you did not actually want to record all three dimensions of a resource, so you had to make clear which two were important. JSC agreed that it did not want to make a change to the gist of the rule in AACR2. Margaret Stewart said that she would consult with the person on CCC who originally made the comment and provide wording. [Note: during the content development schedule discussion JSC asked Margaret Stewart to supply this by mid-November.]

Action=CCC rep

116.5.6 Line 533: Extend option to measure to nearest tenth of a centimetre to graphic resources and unbound manuscript resources (CILIP)

The Chair said that the ACOC request to discuss combining instructions for these materials could be ignored. She added that the other constituencies had agreed with CILIP and LC had suggested that it be extended to visual resources. The Editor asked whether it would be more appropriate to use millimetres rather than tenths of centimetres. JSC agreed that for larger resources measured in centimetres, tenths of centimetres was appropriate. It was noted that this was already an option for early and manuscript sheet maps (3.5.3.1). Barbara Tillett suggested that instead of "nearest", "next" be used, as that would match other instructions. JSC agreed. JSC asked the Editor to use "to the next tenth of a centimetre" at 3.5.3.1 and to extend the decision to graphic resources, unbound manuscript resources, and visual resources (new instruction proposed at line 553 (5JSC/M/116.13.1)).

Action=Editor

116.5.7 Line 534: Incorporate text from *Graphic materials* 3.D3.1 (CILIP)

Hugh Taylor withdrew this comment in favour of the LC proposal at line 553 (5JSC/M/116.13.1).

116.6 3.5.0.4 Measurements

116.6.1 Line 536: Identify what is typical [p. 59]

JSC discussed the pros and cons of not providing the dimensions if they are "typical". An advantage is that it saves the time of the cataloguer, and yet it does not affect usability, as users know what to expect. Disadvantages are that what is typical may change over time, or may not be known, and it was not possible to specify what was typical if two types of carrier fit a category. JSC decided to remove references to what is typical on the understanding that they were all within elements that are optional and therefore can be omitted.

Action=Editor

116.6.2 Line 537: 1st para: specify use of inches vs. cms (ALA)

Covered by decision at Line 527 (5JSC/M/116.5.2).

116.7 3.5.0.6 Multipart resources and collections

116.7.1 Line 540: 1st para: clarify "materials" (ALA)

JSC agreed that instead of “materials”, wording would be used from the optional bullet at 3.5.0.6. JSC discussed whether an additional instruction was required for when containers are used as units when giving the extent of a collection, and asked the Editor to look at this further.

Action=Editor

116.7.2 Line 541: make use of "each" an option We feel that use of term "multipart resource" is potentially confusing (ALA)

The Editor noted that in effect, ALA did not want to use “each” in the case of volumes. JSC agreed that “each” was appropriate in the case of collections, and not in the case of multipart.

Action=Editor

116.8 3.5.1 Books, atlases, etc.

116.8.1 Line 543: Give principles for handling multitype resources such as atlases (ALA)

Discussed with categorization proposal. (5JSC/M/103.14.1)

116.9 3.5.1.1 Recording height

116.9.1 Line 544: 2nd para: conflict with 2.2.1 Footnote to 2.2.1 currently defines "the resource itself" to include the binding, but wording of 3.5.1.1 2nd bullet implies that the height of the binding and the height of the resource itself are two different things, which conflicts with the footnote. (ALA)

JSC decided to use “text block” in the second bullet of 3.5.1.1, i.e., “Otherwise record the height of the text block”.

Action=Editor

116.10 3.5.1.3 Units of varying height bound together

116.10.1 Line 545: If applies to binding of a local copy move to ch. 6, or clarify (ALA)

The Editor confirmed that the JSC was still comfortable with moving all of the instructions in Part I, chapter 6 (Item specific information) to other chapters. He suggested that in chapters 3 and 4 the item specific instructions would be at the end of each chapter, and this would be labelled by a subheading in the table of contents for the chapter. JSC agreed.

Action=Editor

It was noted that in the instructions in 5JSC/CILIP/2, no distinction had been made between “common” and “local” situations (5JSC/M/106.5). JSC agreed that 3.5.1.3 would

cover the dimensions of the binding, and that a later item-specific instruction would allow you to make a note if the binding is known to be a replacement binding or one that was applied after the resource was issued.

Action=Editor

116.11 3.5.1.4 Early printed books, etc.

116.11.1 Line 548: Add option to record the height of the item and height of the binding if there is a significant difference between them [new proposal] (CILIP)

Covered by 5JSC/CILIP/2 discussion. (5JSC/M/106).

116.12 3.5.2.2 Resource comprising two or more units

116.12.1 Line 549: 2nd para: Ambiguity re score and set of parts all the same height (ALA)

Jennifer Bowen said that ALA was willing to support the LC suggestion to simplify wording at line 550 (to which all constituencies agreed).

Action=Editor

116.13 Visual resources [new proposal]

116.13.1 Line 553: Add new section (LC)

Hugh Taylor said that the LC proposal covered what CILIP wanted to include at line 534, JSC agreed to add the new section as proposed by LC, and asked the Editor to make the wording consistent with that used elsewhere. The Editor confirmed that the instruction would apply to what were now called “still images”. It was noted that the phrase “to the next tenth of a centimetre” would be used instead of “to the nearest millimetre” (5JSC/M/116.5.6).

Action=Editor

116.14 3.6.2.3 Recording layout

116.14.1 Line 559: Add section for Layout of tactile music scores [new proposal]

Covered by 5JSC/CILIP/3 discussion (see 5JSC/M/107).

116.15 3.6.3.3 Recording production method

116.15.1 Line 560: Not convinced should cover reproduction (ALA)

Jennifer Bowen said that ALA also wanted to remove “photocopy” from the list of terms. The Editor explained that it was simply describing the way the resource was produced, and was not related to its status as a reproduction. It was noted that the instruction originated with AACR2 3.5C3, which included “reproduction”. Hugh Taylor said that during the discussion of 5JSC/CILIP/3 the instruction had been reworded to remove the parenthetical lists of terms (5JSC/M/107.12.1). Jennifer Bowen withdrew the ALA comment.

116.15.2 Line 561: Add exception for manuscripts (CCC)

JSC agreed to add the exception proposed by CCC: “Exception. Record the method of production or reproduction of manuscripts following the instructions in 3.6.3.5.”

Action=Editor

116.16 3.6.5.3 Recording sound characteristics

116.16.1 Line 563: 2nd para: contradiction with 3.6.13.8a) (ALA)

Barbara Tillett noted that this concern was addressed in 5JSC/LC/9/Rev (5JSC/M/105.6.1).

116.17 3.6.5.4 Type of recording

116.17.1 Line 564: Reword (CCC)

JSC decided against the more prescriptive wording proposed by CCC. Margaret Stewart noted that CCC had proposed including a list of terms, as opposed to only having examples as in the draft. JSC decided that it did not want to have a closed list of terms. Margaret Stewart withdrew the entire CCC comment.

116.18 3.6.5.5 Playing speed

116.18.1 Line 565: fps is a way of expressing playing speed and not a sound characteristic (ALA)

The Chair noted that ACOC had suggested a change in the wording/placement of the instruction, and CCC had suggested that a reference to 3.6.5.5 be made at 3.6.11.3, second bullet. JSC discussed whether to change the caption of 3.6.5 to “Characteristics of audio media”. It was noted that if the change were made, the exception under 3.6.5.3 for motion picture films and videorecordings would be out of place. The Editor noted that 3.6.5.3 originated with AACR2 chapters 7, 8, 9, i.e. for resources that were not composed primarily of sound (covered by AACR2 chapter 6). JSC decided not to change the caption as this could introduce difficulties. Jennifer Bowen withdrew the ALA comment.

116.19 3.6.5.10 Recording and reproduction characteristics

116.19.1 Line 567: SACD and DVD do not belong with Dolby and NAB (ALA)

The Editor noted that “SACD” and “DVD” were encoding formats and would be dealt with in that element. He explained that this new element would be expanding what was proposed for encoding formats in 5JSC/ALA/2 and 5JSC/LC/9/Rev.

Action=Editor

116.20 3.6.6 Illustrative matter

3.6.6.1 Definition

116.20.1 Line 568: Inadequate (ALA)

Jennifer Bowen said that the definition was inadequate because: “Illustrative matter may itself be the primary content of a resource, with text being there to support the illustrations (as implied in 3.6.6.4).” JSC agreed with ALA’s point, and changed the definition to: “Illustrative matter is matter designed to illustrate”. It was noted that this definition could

be seen as circular, but that this was also the case for terms such as “illustrative” and “illustration” in *Webster’s Third*.

Action=Editor

116.20.2 Line 569: Suggest change. (CILIP)

Hugh Taylor said that CILIP’s concerns had been taken care of by the rewording of the definition.

116.21 3.6.6.3 Recording illustrative matter

116.21.1 Line 571: 1st para, Option: Remove list and reword (ALA)

JSC agreed to ALA’s proposed rewording, with the deletion of “all of one or more types and” as proposed by ACOC in the response table. It was noted that “considered to be important” should be expanded to “considered to be important for identification or selection”. JSC decided that the explanatory list of terms given by ALA should be made into examples. It was also agreed to retain the example “coats of arms, facsimils, ports.” It was noted that a decision on the use of abbreviations in this element had yet to be made.

Action=Editor

116.21.2 Line 572: Apply to atlases, but not other cartographic (ALA)

Jennifer Bowen explained that 3.6.6.3 did not apply to resources that are “primarily graphic” which included cartographic, but ALA did want atlases to be covered by the instruction. JSC asked ALA to provide suggested wording to be considered for the revised draft of chapter 3. [Note: during the content development schedule discussion JSC asked ALA to supply this by mid-November.]

Action=ALA

116.21.3 Line 573: Clarify whether "mixed" or "multimedia" are graphic (ALA)

The Editor said that there was nothing about "mixed" or "multimedia" which determined whether you had graphic content. Jennifer Bowen said that she would take this clarification back to ALA. JSC agreed that no change was required to the instruction.

116.22 3.6.6.4 Resource consisting wholly or predominantly of illustrations

116.22.1 Line 575: 1st para: clarify "type of resource" (ALA)

JSC decided to change the wording of the instruction to: “If the resource consists wholly or predominately of illustrations and is not one for which that is typical ...”.

Action=Editor

116.23 3.6.7 Colour
3.6.7.1 Definition

116.23.1 Line 576: Clarify that it is "presence of colour" (ALA)

The Chair said that ACOC had noted in the response table that 3.6.7.3 did use “presence of colour”. Jennifer Bowen withdrew the ALA comment. The Editor noted that the

“Definition” labels in the draft would be changing to “Scope” and that as part of this there would be some reworking.

116.23.2 Line 577: Acknowledge that not confined to graphic images (ALA)

The Editor noted that the instruction did not intend for you to record the colour of the binding of a book, but colour in terms of content. JSC agreed to change the definition to: “Colour encompasses colour(s), tone(s), etc.”

Action=Editor

116.24 3.6.7.3 Recording colour

116.24.1 Line 578: 1st para: 2nd sentence in AACR is an exception for cartographic resources (ALA)

Jennifer Bowen read out some written comments from Elizabeth Mangan. JSC discussed the issue and agreed that maps are not illustrative content. JSC decided to change the instruction to read: “Disregard coloured matter outside the graphic content (e.g., the border of a map)”.

Action=Editor

116.24.2 Line 582: Query re videorecording (CCC)

Barbara Tillett explained that this had been covered by the 5JSC/LC/9/Rev decisions (5JSC/M/105).

116.25 3.6.8 Medium
3.6.8.1 Definition

116.25.1 Line 583: Reword (ALA)

The Editor noted that in the *RDA/ONIX Framework for Resource Categorization* there were attributes for “base material” and “applied material”. He suggested that the definition of “applied material” from the *RDA/ONIX Framework* could be used instead of the definition of “medium”: “A material applied to the base material for purposes of infixing the content of the resource.” JSC decided that 3.6.8 would be changed to “Applied material” and 3.6.9 to “Base material”. JSC agreed to reverse the order of 3.6.8 and 3.6.9 as suggested by CILIP in the response table. JSC decided that it wanted to use the term “medium” in 3.6.8 as it is more commonly understood than “applied material”, but to use the RDA/ONIX definition of “applied material”.

Action=Editor

116.26 Visual resources media [new proposal]

116.26.1 Line 584: Add new section (LC)

The Chair said that although ACOC had expressed some reservations in the response table, it was willing to go with the majority who agreed with the proposal. JSC asked the Editor to add the instruction to chapter 3, and decided that in the final sentence “but not all are identified” would be clearer as: “but not all can be readily identified”.

Action=Editor

116.27 3.6.9 Physical material
3.6.9.1 Definition

116.27.1 Line 585: "storage medium" is confusing (ALA)

It was noted that 3.6.9 would now be called "Base material". JSC agreed to use the RDA/ONIX definition of "base material": "An underlying physical material on or in which the content of a resource is stored."

Action=Editor

116.28 3.6.9.3 Recording physical material

116.28.1 Line 586: Reword (ALA)

Jennifer Bowen said that the definition of "base material" would address one of ALA's concerns. She added that another concern was the use of "manifestation". JSC decided to use "type of carrier" instead of "type of manifestation".

Action=Editor

116.29 Primary support for visual resources [new proposal]

116.29.1 Line 587: Add new section (LC)

Because the LC suggested wording was essentially the same as that already at 3.6.9.3, JSC decided not to add the new section, but to add the LC examples to 3.6.9.3.

Action=Examples Group 1

116.30 3.6.10 Mounting
3.6.10.1 Definition

116.30.1 Line 588: Does this apply to binding of books? (ALA)

Jennifer Bowen said that ALA liked the ACOC suggestion in the response table: "Consider using 'mount'. Consider defining the mount per dictionary definition 'The support or backing to which the physical material has been attached.'" JSC agreed, and changed "physical material" to "base material".

Action=Editor

116.31 3.6.11.3 Recording projection characteristics

116.31.1 Line 589: fps is a way of expressing playing speed (ALA)

Jennifer Bowen said that as at line 565 (5JSC/M/116.18.1), she would withdraw the ALA comment. She said that if ALA still had concerns, they could be raised in the response to the revised chapter 3.

116.32 3.6.12 Digital characteristics

116.32.1 Line 591: If applies to digitally encoded audio resources, make explicit (ALA)

It was noted that as had been discussed with 5JSC/ALA/2, if you wanted to record multiple characteristics you would do so. The Chair noted that it had been agreed to include examples to make this clear (5JSC/M/104.8.1).

Action=Examples Group 1

116.33 3.6.13.8 Other technical details of videorecordings

116.33.1 Line 594: Para e): Add guidelines for regional encoding. ALA to do proposal?

JSC asked ALA to provide suggested wording to be considered for the revised draft of chapter 3. [Note: during the content development schedule discussion JSC asked ALA to supply this by mid-November.] The Editor noted that there would be an element for encoding formats.

Action=ALA

116.34 3.7 Accompanying material
3.7.0.2 Sources of information

116.34.1 Line 597: Need to include the accompanying material itself (ALA)

Jennifer Bowen noted that whatever was decided at 2.2 would affect this instruction. The Editor commented that during the mode of issuance discussion it had been agreed that accompanying material would be treated like any other carrier.

Action=JSC (Sources of information)

116.35 3.7.0.4 Accompanying material intended to be issued regularly

116.35.1 Line 598: Prefer "issued successively" Not a big issue, but prefer to use term already used in RDA (ALA)

The Editor said that "issued regularly" and "issued successively" had different meanings, and regular was more specific, e.g., something issued irregularly was still successive. Jennifer Bowen withdrew the ALA comment.

116.35.2 Line 599: Query overlap with 3.7.0.3 (ALA)

JSC discussed the CILIP suggestion in the response table to combine 3.7.0.4 and 3.7.0.3. JSC decided not to because 3.7.0.3 provides two options for recording accompanying material, and 3.7.0.4 follows on from the first of these.

116.36 3.7.0.5 Location of accompanying material

116.36.1 Line 600: Use wording from 2.5E2 (ALA)

The Editor noted that in an earlier discussion it had been questioned whether accompanying material needed to be treated differently to any other component (5JSC/M/114.12.2). He suggested that the JSC look at his reworking of 3.1.4 to see if there still needed to be an element for accompanying material. JSC agreed, and did not discuss the ALA comment.

116.37 3.7.0.6 Remote access digital resource

3.7.1.5 Remote access digital resource

- 116.37.1 Line 602 and 607: Query how to apply concept of accompanying material to remote access digital resources. Address here or in 3.7.0.1 Discuss: can a website be accompanying material to another website? What criteria could be used to make this judgment? (ALA)

The Editor suggested that if there was a segment of an online resource that was seen as accompanying, it would be treated like any other accompanying material. He added that accompanying printed material could be handled via relationships. JSC decided that there was nothing further to discuss at this point in time.

116.38 3.9.0.4 System requirements for a digital resource

- 116.38.1 Line 608: Add option for agencies not wanting to construct a complex note [new proposal] not "readily available" is not same as not wanting to give a complex note (LC)

Covered during the 5JSC/ALA/2 discussion (5JSC/M/104.18.1).

- 116.39 JSC decided to discuss comments in the table relating to Part I, chapter 6, as some elements would be moving to chapter 3.

116.40 Chapter 6 – General Comments

- 116.40.1 Line 688: New data element: citation to an exhibition (585 tag) (ACOC)
Line 689: New data element: record preservation information and actions (583 tag) (ACOC)

It was noted that during the discussion on the RDA and MARC 21 paper it had been agreed that these two proposed data elements were out of scope for RDA (5JSC/M/113.X).

116.41 6.2 Details of the item being described

- 116.41.1 Line 692: Label as "other information about the item" (ALA)

The Editor said that this instruction would be split and placed at the very end of chapters 3 and 4. JSC agreed that the element would be relabelled.

Action=Editor

- 116.42 6.2.0 Basic instructions on recording details of the item being described
6.2.0.1 Definition

- 116.42.1 Line 694: Change wording (clarity) (LC)

JSC agreed with the LC proposal to change the definition to: "Details of the item being described include marks and inscriptions, physical condition, etc., pertaining specifically to the copy or copies of the resource held by the agency describing the resource."

Action=Editor

116.43 6.3 Provenance

116.43.1 Lines 698-708

The Editor suggested that instructions on provenance would move to the end of chapter 2 as an item-specific element. JSC agreed. The Chair noted that ALA, CCC, and LC all wanted to change the name of the element to “Custodial history and immediate source of acquisition”, while ACOC wanted to keep provenance separate and not limit it to archival resources. Because of the different approaches, the JSC discussed the issues in general and not the individual line numbers. The CILIP representative offered to prepare a proposal for JSC discussion taking into account all constituencies’ concerns. He added that based on the JSC discussion, it was likely that immediate source of acquisition would be kept separate. He said that he would look at how to deal with the different approaches to provenance and custodial history. [Note: during the content development schedule discussion JSC asked the CILIP representative to do this work by the end of December 2006.]

Action=CILIP rep

116.44 6.4 Restrictions on access

The Editor noted that these instructions would move to chapter 5. JSC agreed to defer discussion on the comments in the table.

Action=Editor; JSC

116.45 6.5 Restrictions on use

The Editor noted that these instructions would move to chapter 5. JSC agreed to defer discussion on the comments in the table.

Action=Editor; JSC

116.46 6.6 Appraisal and accrual

JSC decided that these instructions were out of scope for RDA as they dealt with resource management.

117 List of Specialist Cataloguing Manuals for RDA

117.1 Received and considered the following documents:

5JSC/ALA/3

5JSC/ALA/3/ALA follow-up

5JSC/ALA/3/BL response

5JSC/ALA/3/ALA follow-up/BL response

5JSC/ALA/3/ACOC response

5JSC/ALA/3/CCC response

5JSC/ALA/3/ALA follow-up/CCC response

5JSC/ALA/3/CILIP response

5JSC/ALA/3/LC response / 5JSC/ALA/3/ALA follow-up/LC response

117.2 The Chair noted that the two lists prepared by ALA were a tremendous resource. She added that the general consensus in the responses was that the lists were valuable, but a complete list did not belong in RDA. JSC agreed with the ACOC recommendation that a list of relevant standards and specialist cataloguing manuals should be maintained as a wiki on the JSC Web site, and a link to this made at 0.1.1. It was noted that a wiki was

currently not possible on the LAC site. Barbara Tillett said that a disclaimer would need to be included with the list. JSC asked ALA to combine and organize the lists in 5JSC/ALA/3 and 5JSC/ALA/3/ALA follow-up for discussion at a later date.

Action=Editor; ALA [Note: see 5JSC/M/Restricted/119.15.1 for timeline.]

117.3 JSC discussed the line numbers in 5JSC/RDA/Part I/Sec follow-up/Rev which related to 5JSC/ALA/3:

117.4 0.1.1 Relationship to other standards for resource description

117.4.1 Line 3: Add para - ref to "Cartographic materials" (ACOC)

The Chair noted that this comment was superseded by 5JSC/ALA/3/ACOC response.

117.4.2 Line 4: Mention ISSN cataloguing practices somewhere (ALA)

Jennifer Bowen read out the ALA comment: "ALA notes that FRBR, FRAR and ISSN cataloguing practices should also be mentioned somewhere in RDA, although perhaps more appropriately in the General Introduction." JSC agreed that the General Introduction would be the place to mention agreements with other standards, e.g. ISBD, ISSN.

Action=Editor (General Introduction)

117.5 2.3.7 Devised title

117.5.1 Line 224: Make explicit references to DACS and CCO (ALA)

As it had been decided that there would not be specific references to other guidelines, Jennifer Bowen withdrew the ALA comment.

117.6 3.1.2 Manifestations available in different formats

117.6.1 Line 447: Continue to support principle behind rule (ACOC)

Jennifer Bowen confirmed that embedded descriptions did not let you get around this rule.

118 Review of terms for the RDA Glossary (incorporating General principles for inclusion of terms in the AACR Glossary)

118.1 Received and considered the following documents:
5JSC/Chair/11

5JSC/Policy/3/Rev

118.2 The Chair asked the Secretary to record in the minutes the JSC's appreciation to Sally Strutt for having undertaken the work in 5JSC/Chair/11 on behalf of the JSC. The Chair explained that Sally Strutt had gone through the glossaries in AACR2 and the draft Part I of AACR3, to see whether a term is required in the RDA Glossary according to the criteria in 5JSC/Policy/3/Rev. Barbara Tillett noted that there was a list of exclusions for terms defined in the text by the Editor, but that according to the policy document these would also be in the Glossary. The Chair said that the terms were excluded from the tables, but would be included in the Glossary. The Editor agreed that was the intent.

118.3 The Editor asked if he should include revised Glossary terms with the revised chapter 3. JSC agreed that this would assist in the review of the chapter. The Editor said that he would try to incorporate the comments received on the definitions in 5JSC/RDA/Part A/Categorization.

Action=Editor

118.4 The Chair said that further work on the Glossary would be discussed with the JSC content schedule. She noted that one option was to hire someone to do this work.

Executive Session 2

119 RDA content development schedule (Including JSC program of work)

119.1 [Note: included in 5JSC/M/Restricted/100-128.]

120 Outcomes from October 2006 meeting

120.1 [Note: included in 5JSC/M/Restricted/100-128.]

121 Meeting with representatives from other resource description communities

121.1 [Note: included in 5JSC/M/Restricted/100-128.]

122 Liaison with the co-publishers of RDA

122.1 [Note: included in 5JSC/M/Restricted/100-128.]

123 Risk assessment for RDA content development

123.1 [Note: included in 5JSC/M/Restricted/100-128.]

124 RDA Outreach Group

124.1 Received and considered the following documents:

5JSC/Chair/4

5JSC/Chair/4/Rev

5JSC/Chair/4/Rev/2

5JSC/Chair/8

5JSC/Chair/8/Rev

124.2 [Note: included in 5JSC/M/Restricted/100-128.]

125 Training and implementation of RDA

125.1 [Note: included in 5JSC/M/Restricted/100-128.]

126 RDA/ONIX initiative

126.1 [Note: included in 5JSC/M/Restricted/100-128.]

127 Formal recognition of individuals and groups contributing to the development of RDA

127.1 [Note: included in 5JSC/M/Restricted/100-128.]

128 Next meeting

128.1 [Note: included in 5JSC/M/Restricted/100-128.]

End of Executive Session 2

Appendix A – RDA implementation scenarios

Note: this is the February 2006 version discussed at the meeting. See the 5JSC/Editor/2 series for the latest version.

RDA Implementation Scenarios

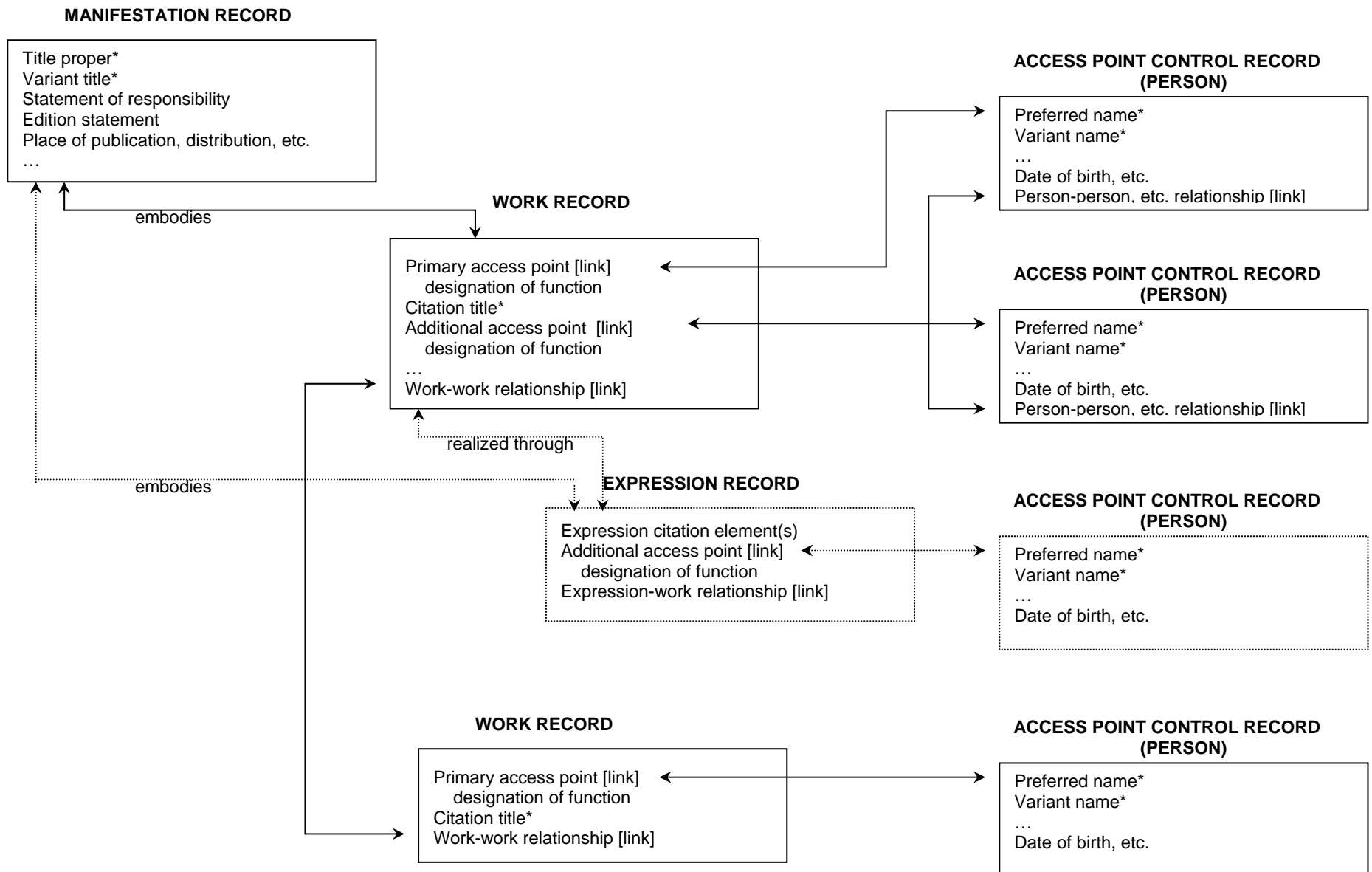
The attached diagrams illustrate three potential implementation scenarios for RDA data.

In the first scenario, RDA data are stored in a relational or object-oriented database structure that mirrors the FRBR and FRAR conceptual models. Descriptive data elements are stored in records that parallel the primary entities in the FRBR model: work records, expression records, manifestation records, and item records (not shown). Data elements used for access point control are stored in records that are centred on the primary entities in the FRAR model: persons, families, corporate bodies, etc. Data elements indexed as access points (both controlled and uncontrolled) are marked with an asterisk. Relationships between the primary FRBR entities are reflected through links from one record to another. For example, the link from the manifestation record to the work record reflects the relationship between the manifestation and the work that it embodies. Similarly, the relationship between one work and another is reflected in a link from one work record to another. Relationships between the primary FRBR entities and a person, family, corporate body, etc., are reflected through links from work records, etc., to access point control records for persons, etc. The relationship between one person and another, etc., is reflected in a link from one access point control record to another.

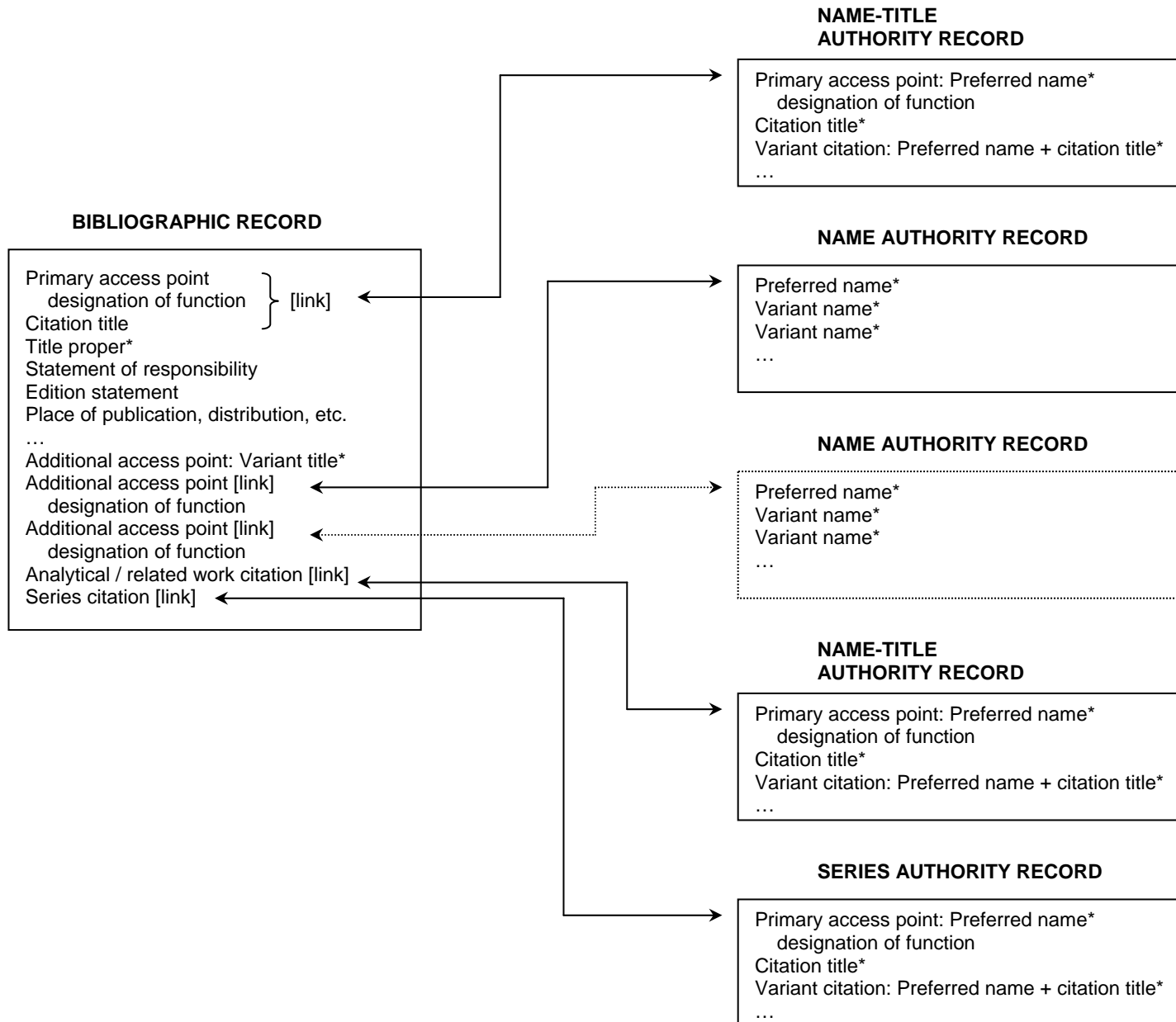
In the second and third scenarios, RDA data is stored in database structures conventionally used in library applications. In those structures, data is stored in bibliographic records and in authority records, and in some implementations in holdings records as well (not shown). Descriptive data elements are stored in bibliographic records. In implementations where bibliographic files and authority files are linked (scenario 2), the bibliographic record also contains links to authority records for persons, families, corporate bodies, etc., associated with the work, etc., embodied in the resource described. In implementations where bibliographic files and authority files are not linked (scenario 3), access points using the preferred name or title for the person, etc., are stored in the bibliographic record along with the descriptive data. In both types of implementation, variant names and other data used for access point control are stored in authority records.

RDA data can be readily mapped to any one of the implementation scenarios (or to variations on the three scenarios illustrated). In all implementations the data will support the functional objectives that RDA is designed to fulfil. The data structures used to store the data and to reflect relationships, however, will have a bearing both on the efficiency of data creation and maintenance and on the ease and effectiveness with which users are able to access the data and navigate the database. For example, the use of records for works and expressions in the relational and object-oriented database structures ensures access not only to all works and expressions associated with a particular person, etc., but to all related works (adaptations, etc.) as well, regardless of whether the name of that person is used as the primary access point for those works or not.

Scenario 1: Relational / object-oriented database structure



Scenario 2: Linked bibliographic and authority records



Scenario 3: 'Flat file' database structure (no links)**BIBLIOGRAPHIC RECORD**

Primary access point: Preferred name*
 designation of function
 Citation title
 Title proper*
 Statement of responsibility
 Edition statement
 Place of publication, distribution, etc.
 ...
 Additional access point: Variant title*
 Additional access point: Preferred name*
 designation of function
 Additional access point: Preferred name*
 designation of function
 Analytical / related work citation: Citation*
 Series citation: Citation*

**NAME-TITLE
AUTHORITY RECORD**

Primary access point: Preferred name*
 designation of function
 Citation title*
 Variant citation: Preferred name + citation title*
 ...

NAME AUTHORITY RECORD

Preferred name*
 Variant name*
 Variant name*
 ...

NAME AUTHORITY RECORD

Preferred name*
 Variant name*
 Variant name*
 ...

**NAME-TITLE
AUTHORITY RECORD**

Primary access point: Preferred name
 designation of function
 Citation title*
 Variant citation: Preferred name + citation title*
 ...

SERIES AUTHORITY RECORD

Primary access point: Preferred name
 designation of function
 Citation title*
 Variant citation: Preferred name + citation title*
 ...

Appendix B – RDA content development schedule (as at 26 October 2006)

[Note: included in 5JSC/M/Restricted/100-128.]