

To: Joint Steering Committee for Development of RDA
From: Bill Leonard, CCC representative
Subject: **Revision of RDA 2.3.1.7 (Titles of Parts, Sections, and Supplements) and RDA 2.3.2.6 (Collective Title and Titles of Individual Contents)**

CCC proposes the following revision to the two instructions concerning titles of parts and the collective title or common title. During RDA training, students were confused by these two instructions because they perceived there to be a contradiction. The proposed changes are intended to reduce ambiguity.

Background and Recommendations

Instruction 2.3.1.7 was essentially derived from AACR2 1.1B9 and 12.1B4 while instruction 2.3.2.6 comes from AACR2 13.3A. These two instructions cover similar situations where the resource has both a common title and a part title, yet, they do not make a distinction between titles that are dependent on the comprehensive titles and those that are not. The difference reflects the inherited difference in the treatment for monographic series and multipart monographs, on one hand, and serials on the other.

There is also a gap in these instructions on how to proceed with part titles that are insufficient to identify the content, e.g. volume 3. Library and Archives Canada rule interpretation for AACR2 1.1B9, <http://www.collectionscanada.gc.ca/040/002/040002-5010-e.html#a1.1B9>, provided some guidance on how to proceed in those situations.

1. This proposal is intended to resolve a perception of a potential contradiction between 2.3.1.7 and 2.3.2.6 by adding an “and” condition in 2.3.1.7.
2. CCC proposes creating exceptions in 2.3.1.7 for serials and integrating resources and television and radio programs.
3. CCC wishes to add an exception with a reference to 2.3.1.7 following the second optional addition of 2.3.2.6. We also suggest splitting 2.3.2.6 into comprehensive and analytical instructions.

Proposed revision to 2.3.1.7:

2.3.1.7 Titles of Parts, Sections, and Supplements

If:

the title of a separately issued part, section, or supplement is presented on the source of information with both the title common to all parts or sections (or the title of the larger resource) and the title of the part, section, or supplement

and

these two titles are grammatically independent of each other

and

the title of the part, section, or supplement is insufficient to identify that part, section, or supplement without also including the common title

then:

record the common title, followed by the title of the part, section, or supplement. Use a full stop to separate the common title from the title of the part, section, or supplement.

EXAMPLE

Advanced calculus. Student handbook
Acta Universitatis Carolinae. Philologica

Exceptions

Serials and integrating resources. If the common title and the title of the part, section, or supplement are on the source of information, always record the common title followed by the title of the part, etc.

EXAMPLE

Acta Universitatis Carolinae. Philologica
Key abstracts. Industrial power and control systems
Journal of the American Leather Chemists' Association. Supplement
Études et documents tchadiens. Série B
~~Key abstracts. Industrial power and control systems~~
~~Journal of the American Leather Chemists' Association. Supplement~~
~~Études et documents tchadiens. Série B~~
~~Art of advocacy. Structured settlements~~
~~Mary Tyler Moore. Chuckles bites the dust~~

Television programs, radio programs, etc.

If:

the part is a season, episode, excerpt, etc., of a television program, radio program, etc.

and

the common title and the title of the part, etc., are on the source of information

then:

record the common title followed by the title of the part, etc.

EXAMPLE

Mary Tyler Moore. Chuckles bites the dust

If the title of the part, section, or supplement has an enumeration or alphabetic designation, record (in this order):

the common title
the enumeration or designation
the title of the part, section, or supplement.

[remainder of 2.3.1.7 unchanged]

Proposed revision to 2.3.2.6:

2.3.2.6 Collective Title and Titles of Individual Contents

Record collective titles and titles of individual contents as appropriate to the type of description:

comprehensive description (see 2.3.2.6.1)

or

analytical description (see 2.3.2.6.2).

2.3.2.6.1 Comprehensive description

If:

the type of description chosen for the resource is a comprehensive description

and

the resource has a source of information for the title proper with both a collective title and the titles of individual contents within the resource

then:

record the collective title as the title proper.

EXAMPLE

[first block of examples unchanged]

Optional Addition

Record the titles of the individual contents as titles of related works (see [25.1](#)).

2.3.2.6.2 Analytical description

If:

the type of description chosen for the resource is an analytical description

and

the resource has a source of information for the title proper with both the title of the content being described and a collective title for the larger resource

then:

record the title of the content being described as the title proper.

EXAMPLE

[second block of examples unchanged]

Record the collective title for the larger resource as a series title (see [2.12.2](#)).

Optional Addition

Record the collective title for the larger resource as the title of a related work (see [25.1](#)).

Exception

If the title of the individual content being described is insufficient to identify the manifestation, record the collective title for the larger resource, followed by the title of the content being described (see [2.3.1.7](#)).

Clean copy of 2.3.1.7:

2.3.1.7 Titles of Parts, Sections, and Supplements

If:

the title of a separately issued part, section, or supplement is presented on the source of information with both the title common to all parts or sections (or the title of the larger resource) and the title of the part, section, or supplement

and

these two titles are grammatically independent of each other

and

the title of the part, section, or supplement is insufficient to identify that part, section, or supplement without also including the common title

then:

record the common title, followed by the title of the part, section, or supplement. Use a full stop to separate the common title from the title of the part, section, or supplement.

EXAMPLE

Advanced calculus. Student handbook
Acta Universitatis Carolinae. Philologica

Exceptions

Serials and integrating resources. If the common title and the title of the part, section, or supplement are on the source of information, always record the common title followed by the title of the part, etc.

EXAMPLE

Acta Universitatis Carolinae. Philologica
Key abstracts. Industrial power and control systems

Television programs, radio programs, etc.

If:

the part is a season, episode, excerpt, etc., of a television program, radio program, etc.

and

the common title and the title of the part, etc., are on the source of information

then:

record the common title followed by the title of the part, etc.

EXAMPLE

Mary Tyler Moore. Chuckles bites the dust

If the title of the part, section, or supplement has an enumeration or alphabetic designation, record (in this order):

the common title

the enumeration or designation

the title of the part, section, or supplement.

[remainder of 2.3.1.7 unchanged]

Clean copy of 2.3.2.6:

2.3.2.6 Collective Title and Titles of Individual Contents

Record collective titles and titles of individual contents as appropriate to the type of description:

comprehensive description (see 2.3.2.6.1)

or

analytical description (see 2.3.2.6.2).

2.3.2.6.1 Comprehensive description

If:

the type of description chosen for the resource is a comprehensive description

and

the resource has a source of information for the title proper with both a collective title and the titles of individual contents within the resource

then:

record the collective title as the title proper.

EXAMPLE

[first block of examples unchanged]

Optional Addition

Record the titles of the individual contents as titles of related works (see [25.1](#)).

2.3.2.6.2 Analytical description

If:

the type of description chosen for the resource is an analytical description

and

the resource has a source of information for the title proper with both the title of the content being described and a collective title for the larger resource

then:

record the title of the content being described as the title proper.

EXAMPLE

[second block of examples unchanged]

Record the collective title for the larger resource as a series title (see [2.12.2](#)).

Optional Addition

Record the collective title for the larger resource as the title of a related work (see [25.1](#)).

Exception

If the title of the individual content being described is insufficient to identify the manifestation, record the collective title for the larger resource, followed by the title of the content being described (see [2.3.1.7](#)).