To: Joint Steering Committee for Revision of AACR

From: Sally Strutt, Chair, JSC

Subject: 2004 Annual Report

Attached is the annual report of the Joint Steering Committee for 2004.

2004 ANNUAL REPORT

This document contains the report of the Joint Steering Committee for Revision of AACR (JSC) to the Committee of Principals for AACR (CoP) for the calendar year 2004. The report has been prepared by the Chair, Sally Strutt.

Membership

The membership of the Committee was as follows:

American Library Association:	Matthew Beacom (Yale University) until July Jennifer Bowen (University of Rochester Libraries) from July
Australian Committee on Cataloguing:	Deirdre Kiorgaard (National Library of Australia)
British Library:	Sally Strutt
Canadian Committee on Cataloguing:	Margaret Stewart (Library and Archives Canada)
CILIP: Chartered Institute of Library and Information Professionals:	Robert Atkinson (Birkbeck, University of London) until July Hugh Taylor (Cambridge University Library) from July
Library of Congress:	Barbara Tillett
Chair:	Matthew Beacom until July Sally Strutt from July
Secretary:	Nathalie Schulz

Meetings

Two meetings were held in 2004. The first, hosted by the Canadian Committee on Cataloguing representative, was held in Ottawa, Canada on 19-22 April 2004. The second was held at Cambridge University Library, England on 18-21 October 2004.

During the April 2004 meeting there was a joint meeting with the Committee of Principals. Don Butcher, Chair of the Committee of Principals, attended the October 2004 meeting.

2005 revision package

The following rule revisions were approved by the JSC in 2004 for inclusion in the 2005 rule revision package:

- rule A.40 on German capitalization was revised in line with changes to German orthography;
- rules A.2A, A.4A, and A.30 were revised to cover capitalization of single letters used to represent words, and multiple-letter prefixes in compound terms, in headings for corporate bodies and in titles, e.g. "eBay" and "drkoop.com, Inc.";
- the Turkish word "bir" was removed from Appendix E, Initial Articles;
- the definition of "coloured illustration" in the Glossary was revised;
- minor changes arising from the preparation of *Cartographic Materials : A Manual of Interpretation for AACR2* were made.

The 2005 revision package will be the last for AACR2, to allow the JSC to concentrate on AACR3. As a sign of this change in focus, the decision was made at the October 2004 meeting to move to the "5JSC" numbering sequence for documents relating to AACR3 and general documents from 2005 onwards.

Concise AACR2 - Fourth Edition

During 2004 the national agencies reviewed and commented on the text of the Concise AACR2 (Fourth Edition) prior to publication.

AACR3

At the meeting between the JSC and the Committee of Principals on 20 April 2004, there was discussion of the project plan and timeline for the new edition of AACR. Consequently, the Strategic plan for AACR was revised to reflect a publication date for the new edition in 2007. The provisional title of the new edition is: *AACR3 : Resource Description and Access*.

The CoP agreed with the JSC that a General Editor was required for AACR3, and in August 2004 the CoP appointed Mr. Tom Delsey to the role. Mr. Delsey attended the April 2004 meeting as a consultant, and the October 2004 meeting as Editor of AACR3.

In order to assist with the revision process, JSC decided to create a JSC members-only AACR3 Workspace for mounting of documents before making them available for wider comment.

AACR3 was the major focus of discussion for both JSC meetings in 2004. At the April 2004 meeting the following proposed outline for AACR3 was determined:

- Introductions - General principles
- Part I - Description
- Part II - Choice of access points
- Part III – Form of access points

Below, work towards each of the parts in AACR3 is aligned with tasks from the Strategic Plan for AACR.

Part I of AACR3

In September 2004 the Editor's draft of AACR3 part I was mounted on the AACR3 Workspace. This draft was discussed in detail at the October 2004 meeting. In November 2004 the Editor prepared another version of the draft incorporating decisions made at the meeting. After receiving comments from the JSC, the Editor prepared the version of the draft for constituency review, which was mounted on the JSC document distribution Web site on 17 December 2004. (Access to the document distribution Web site is restricted to members of constituency committees and the ISBD Review Group.) Constituency responses to the draft will be discussed at the April 2005 meeting.

Target 1, Task 6: Terminology will be revised to extend consistency within the chapters of part I, and redundancy will be eliminated.

The ALA Task Force on Consistency across Part I of AACR2 prepared a number of documents for consideration at the April 2004 meeting, including revised proposals on removing redundancy in ISBD areas 2 (Edition), 3 (Material specific details), 4 (Publication, etc.) and 6 (Series). Also submitted was a consolidated "prototype" to illustrate how AACR would look with duplicated rules removed.

JSC discussed the prototype, and alternative outlines for part I at the April meeting. JSC decided that part I would be organized in the following way:

- general rules by ISBD area (only general rules for area 5)
- chapters for content (only supplemental rules, no references back to general rules)
- chapters for medium/technical description (area 5)
- chapter/s on mode of issuance

At the April 2004 meeting, JSC asked the ALA Task Force on Consistency across Part I of AACR2 to work in collaboration with the Editor to develop a prototype for the area 5 rules in AACR3. Responses by the constituencies to this prototype influenced the content of the chapters in the September 2004 draft of AACR3 part I.

The efforts by the Editor in the September 2004 draft of AACR3 part I to remove redundancy in the rules built on the work done by the ALA Task Force. JSC also agreed to further generalization of rules at the October meeting. At the October meeting, JSC decided that the chapters on mode of issuance would be included in the first section of general rules. Also discussed at the October 2004 meeting was a report from the ALCTS/ACRL Task Force on Cataloging Rules for Early Printed Monographs, and constituency responses to the report.

The following is an outline of the sections and chapters in part I in the December 2004 draft:

Introduction

Section A. GENERAL RULES
      A1   General Rules for Description
      A2   Resources Issued in Successive Parts
      A3   Integrating Resources

Section B. Supplementary Rules Applicable to Specific Types of Content
      B1   Text
      B2   Music
      B3   Cartographic Resources
      B4   Graphics
      B5   Three-Dimensional Resources
      B6   Sound
      B7   Moving Images

Section C. Supplementary Rules Applicable to Specific Types of Media
      C1   Print and Graphic Media
      C2   Micrographic Media
      C3   Tactile Media
      C4   Three-Dimensional Media
      C5   Audio Media
      C6   Projected Graphic, Film, and Video Media
      C7   Digital Media

Issued with the draft for constituency review was a background document which included objectives and principles relating to the scope, structure, terminology, etc. of part I as a whole, and objectives and principles relating to the functionality of the descriptions produced through the application of the rules.

Target 1, Task 7: Problems associated with the class of materials concept and the related issue of GMDs will be resolved.

At the October 2004 meeting, JSC discussed a proposal by the Editor for the GMD to contain an indication of the type of content contained in the resource and/or the medium in which the content is conveyed. The relevant rules were included in the draft for constituency review.

Target 1, Task 8: Residual problems associated with cataloguing resources that change over time, including multipart items, will be resolved.

CILIP/BL prepared a discussion paper on the seriality of multipart monographs for the April 2004 meeting, and a follow-up paper was discussed at the October 2004 meeting. As a result, the December 2004 draft of AACR3 part I contained revisions to the rules for resources issued in successive parts, and revisions to the rules for source of information to relate the choice of sources of information to the focus of the description.

Target 1, Task 2: New introductions to part I (description) and part II (access) will also be completed.

The draft of AACR3 part I issued in December 2004 contained a new introduction to part I.

Part II of AACR3

The Editor will draft part II of AACR3 for discussion by the JSC at the April 2005 meeting. From May to September 2005 there will be a period of constituency review, and JSC will discuss the responses with the Editor at the October 2005 meeting.

Target 1, Task 9: Chapter 21 will be revised to address issues associated with the concept of "authorship" as it is currently reflected in the rules, and restrictions imposed by the "rule of three."

At the October 2004 meeting, the Editor discussed two documents with the JSC, a paper on the function of the catalogue, and a strawman proposal for the organization of part II. The paper on the function of the catalogue articulated the objectives underlying the rules in AACR that relate to choice of access points. After the meeting JSC members submitted informal comments that were used to revise the document in preparation for the April 2005 meeting.

In the strawman proposal for the organization of part II, the Editor addressed a number of the key issues raised in *The Logical Structure of the Anglo-American Cataloguing Rules - Part II* that formed the basis for the terms of reference for revising chapter 21. A key element of the strawman proposal was the differentiation between access points for a work, and access points for a resource. The draft to be discussed at the April 2005 meeting will be based on the strawman proposal and JSC comments on the proposal.

Target 1, Task 5: Ambiguous and inconsistent terminology in the rules will be revised, e.g., "main entry," "added entry," and "entry."

At the April 2004 meeting, JSC charged the Editor of AACR3 with examining "entry" and other card catalogue terms throughout the rules and Glossary.

Part III of AACR3

Preliminary discussions on part III of AACR3 are scheduled for the April 2005 meeting.

Target 1, Task 3: The concept of authority control will be incorporated in the rules.

At the April 2004 meeting, JSC discussed a proposal from the Library of Congress on the incorporation of authority control in AACR. JSC agreed that in AACR3, existing AACR2 chapters 22-25 would have authority control principles incorporated, including references. A number of issues for discussion with the Editor were identified.

Target 1, Task 10: Chapter 25 (Uniform Titles) will be revised to incorporate the concept of expression-level citations.

At the April 2004 meeting JSC discussed the sixth interim report of the Format Variation Working Group (FVWG). The FVWG Chair was present at the meeting in her capacity as the incoming ALA representative to the JSC.

The FVWG sixth interim report contained a draft of new rules for chapter 25 (uniform titles) which allowed for the creation of identifiers for works and expressions. At the meeting JSC decided that continuing work on chapter 25 would be folded into the ongoing work on authority control, under the direction of the Editor of AACR3.

JSC decided that the FVWG would be discharged, and all work to date forwarded to the Editor. In discharging the Group, the Chair expressed his appreciation for the work of the FVWG.

General AACR3

Target 1, Task 1: A new introduction will be completed, including a statement of the principles of AACR, a description of the functions of the catalogue, and conceptual information to assist cataloguers in understanding the methods of procedure.

In 2004 the Library of Congress representative prepared a draft outline of the AACR3 General Introduction, which was discussed at the April 2004 meeting.

Target 1, Task 4: Concepts and terminology from Functional Requirements for Bibliographic Records (FRBR) will be incorporated in the rules.

At the April 2004 meeting, JSC discussed a proposal from the Library of Congress on inclusion of FRBR terminology in the Glossary and appendices. At the meeting, JSC charged the Editor of AACR3 with continuing the work to incorporate FRBR terminology, and formulated some general instructions. At the October 2004 meeting, JSC agreed that the term "resource" would be used generically to describe the material being catalogued, and FRBR terminology employed only when reference to a specific FRBR entity is required.

Target 1, Task 11: The examples throughout the rules will be reviewed and updated where necessary.

At the October 2004 meeting, JSC decided to form an AACR3 Examples Group to review all examples. The Group is chaired by Denise Lim (Library and Archives Canada), and will issue its first report, on examples in part I, in August 2005.

AACR3 Outreach

Throughout 2004, JSC made efforts to communicate both within and outwith the constituencies about AACR3. The Library of Congress representative, with the assistance of other JSC members, developed a PowerPoint presentation on AACR3. This presentation has been mounted on the JSC public Web site, and has been used by JSC members and others when speaking on AACR3. The JSC public Web site contains a listing of past and future presentations on AACR3.

The press release announcing the appointment of the Editor of AACR3 was distributed widely on email discussion lists and to relevant publications. The Secretary now also sends announcements of new material on the JSC public Web site to cataloguing discussion lists.

In conjunction with the constituency review of AACR3 part I, a background summary of the draft (derived from a document prepared by ALA CC:DA) was added to the JSC public Web site. This document contained contact information for each of the constituencies, and for those outside the constituencies. In addition, the draft of AACR3 part I was distributed to a limited number of other rule making bodies for comment.

With the discharge of the Format Variation Working Group, the JSC recognized that it was important to continue the outreach efforts begun by the Group. This, combined with an acknowledgement that JSC members will be heavily committed in rule revision, led to the decision to form an AACR3 Outreach Group. The Chair of the AACR3 Outreach Group is Matthew Beacom (Yale University Library).

Program of work

The program of work developed at the October 2004 meeting in Cambridge may be found in the minutes for that meeting (item 648). Constituency review of the parts of AACR3 has been scheduled as follows:

- Part I - December 2004-March 2005
- Part II - May 2005- September 2005
- Part III - November 2005-March 2006
- General Introduction - May 2006-September 2006

JSC Certificates

During 2004, the JSC issued certificates to express its appreciation to a number of individuals who have made a significant contribution to AACR.

For work on the JSC Web site:
John Attig (Pennsylvania State University)
Mary Disipio (Library and Archives Canada)

For contribution to incorporating FRBR terminology in AACR:
Pat Riva (McGill University Libraries)

For ongoing contribution to the revision of AACR:
Robert Ewald (Library of Congress)
Diane Humes (Library of Congress)
Judy Kuhagen (Library of Congress)
Denise Lim (Library and Archives Canada)
David Reser (Library of Congress)

For leadership of the Format Variation Working Group:
Jennifer Bowen (University of Rochester Libraries)

For contribution to the Format Variation Working Group:
Matthew Beacom (Yale University Library)
Allyson Carlyle (University of Washington)
Antony Gordon (British Library)
Sue Lambert (Cambridge University Library)
Christine Oliver (McGill University Libraries)
Mick Ridley (University of Bradford)
Pat Riva (McGill University Libraries)
Paul J. Weiss (UCSD Libraries)

For contribution to the revision of AACR chapter 3:
Mary Larsgaard (University of California, Santa Barbara)

Elizabeth Mangan (Library of Congress, retired)
Velma Parker (Library and Archives Canada)

For contribution to the revision of part I of AACR:
John Attig (Pennsylvania State University)

Acknowledgements

I would like to thank the following:

- The Secretary, Nathalie Schulz, for the hard work and professionalism she has given to the Committee and in particular to supporting the Chairs of JSC.
- All the members of JSC and all those in the constituencies for their continued dedication to bringing users and information together via great catalogues.

Sally Strutt
Chair, Joint Steering Committee for Revision of AACR