



SCI

Attendance

Members: Harriet Aagaard SWEDEN, Elise Conradi NORWAY, Drahomira Cupar CROATIA, Andreas Kempf GERMANY, Jane Makke ESTONIA, Jean Maury FRANCE, Sally McCallum USA, Chris Oliver CANADA, Rahab Ouf EGYPT, George Prager USA, Caroline Saccucci USA, Athena Salaba USA, Aida Slavic NETHERLANDS, Ana Stevanovč SERBIA, Judy Jeng (ALA liaison) USA

Regrets: Stanislav Golubtsov, Jinxia Huang, Ulrike Junger, Seung Jeong Kim, Rosali Fernandez de Souza, Maria Stegaeva

Observers: Daniel Martínez Áilva (incoming member), Christian Aliverti, Renate Behrens, Saeedeh Akbari Daryan, Marja-Liisa Seppälä, Julijana Nadj-Guttandin (incoming member), Iris O'Brien, Olivia Pestana (incoming member), Angela Quiroz, Pat Riva, Amanda Ros, Darija Rozman (incoming member), Ricardo Santos, Richard Sapon-White (incoming member), Anna Slawek (incoming member)

1. Welcome and Introductions
2. Approval of the Agenda

A motion (Chris Oliver / Aida Slavic) to approve agenda, including amendments Athena made to the 5th point, passed.

3. Approval of the 2021 Mid-year Meeting (04 March 2021, Virtual) Minutes
A motion (Caroline Saccucci) to approve the minutes passed.

4. Governance

- 4.1 Division H; new IFLA Structure, <https://www.ifla.org/node/93754>

We are now Division H (previously Division III). Officers of each section within a Division form a committee to discuss Division matters. It was initially communicated that it would be a random assignment, but fortunately, all Metadata groups are within same Division.

- 4.2 Section Officer Elections

Election results:

Athena Salaba reelected as Chair

Caroline Saccucci elected as Secretary

Position of section Information Coordinator is still open.

Harriet briefed about her experience as Information Coordinator. She has found the experience to be very interesting. Updating of website and communication about the group are among the primary responsibilities. Technically the Information Coordinator is an officer (with voting rights), but does not have as much responsibility as Chair and Secretary. It provides good insight into IFLA. The new IFLA website is being launched soon. Additionally, the Information Coordinator is responsible for the blog and twitter account and the joint Metadata Newsletter (with Cataloguing and Bibliography). Responsibility for the newsletter can be split up (as is done in Bibliography). Caroline is currently one of the editors of the newsletter. If anyone is interested in taking this position, please contact Athena or Harriet. It must be a self-nomination.



4.3 Section membership, Co-opting members

Information on new members will be updated on the website at the conclusion of the WLIC conference. The new SC consists of 16 members, 8 continuing and 8 incoming. Each section can have up to 20 members and may co-opt members (add members to the SC), upon review and approval. For example, if the group is lacking technical expertise or regional representation, they may co-opt members to better serve the SC needs. (There are no more corresponding members under the new structure).

Athena thanked the outgoing Secretary, Information Coordinator, and other outgoing members for their service and their contributions.

5. Section Developments (Updates)

5.1 Chair Update

Our section provided feedback to the Wikidata project. It looks like the group is trying to become an interest group. It has not been decided where they will fit within the IFLA structure.

5.2 Working Groups

The Section work is typically achieved through the activities of the working groups. Working group members can be members of the SC or others. Everyone, including observers, is welcome to join our working groups.

5.2.1 Genre/form WG

Ana Stevanovč (co-chair) gave an update. Since the 2021 midyear meeting, the group has met once, and all the necessary changes were made for the website changes. She invited incoming members to look at the new website for an overview of the group's work and to contribute to the bibliography. In May, the first update will be made. The aim is to update documents twice a year. Promotion of updates is included in the Metadata Newsletter. One of the tasks for the next co-chairs will be updating the Mailing Lists. The WG welcomed Richard Sapon-White as new co-chair of the group, with Ricardo Santos (from Cataloguing Section). Ana will continue as member of the WG (as will George Prager).

5.2.2 Subject Access in the Digital Age WG

Caroline gave an update (as co-editor with Athena of special edition of CCQ). Editors have solicited articles, received 15-16 articles, of which 6 or 7 have been selected for the issue. Several submitted articles were reviewed by members of the WG. Accepted articles should be ready by the end of the year (December 2021). The special issue will be published in 2022. Chris Oliver is working on an overview article about special issue, and Harriet will be writing a short history of the SAA section.

Andreas mentioned that WG started with a satellite conference in Thessaloniki and recognized the need to get an overview of what is going on with automatic processes. We tried several different ways to gain an overview, and it has culminated in the special issue. The goal is to be aware of the new challenges and instruments for knowledge organization systems.

Athena said that during the second business meeting, we should discuss/brainstorm the future of this group. Will it continue after publication of the CCQ issue? Should its scope be revised?

5.2.3 Training and Education in Subject Access (TESA) WG

Aida gave an update. She sent an update of the group's work earlier today on Basecamp.



The WG has threefold concerns: there are fewer people with KOS knowledge, fewer educators with this knowledge and experience, and fewer stakeholders. (See attachment for a summary of the group's activities). Aida invited anyone interested to join the WG.

Athena brought up the cooperation the group has with ISKO and mentioned that Olivia Pestana will be joining the WG. Olivia talked about a questionnaire currently being developed at ISKO. It is a simple questionnaire due to different rules globally, but is optimistic that they will receive good feedback about university level classes, workshops, etc.

5.3 Metadata Newsletter

Harriet: The Metadata Newsletter is a joint newsletter with Bibliography and Cataloguing. It has been a good collaboration between the three sections. Harriet was the main editor of the June issue, and feels it was quite successful.

Caroline: It hasn't been too much work. It comes out twice a year. She has enjoyed reading the submissions from all over the world. It is a lot of fun to work on.

Harriet: The main editor has to do most work to put it all together, but this task is shared by three people.

5.4 Section Blog

Harriet: It has not been that successful. Harriet doesn't write a lot of blog posts, but announces events and news on the blog. Occasionally, SAA members send posts that she publishes. There is a lot of room for improvement. We need to decide whether to publish profiles of section members there.

5.5 Section Website

Harriet: It doesn't need updating that often, with the exception of information about the working groups. The new IFLA website is under work right now. Harriet is optimistic that this will be better than the old website. It should be launched by August 25th. Harriet will start to look at what needs to be updated when she is back from vacation, next week. If we find a new Information Coordinator this week, Harriet will be able to assist the new information coordinator with the transition from old site to the new site.

Pat: IFLA has done a lot of work to make sure that information is automatically transferred from the old to the new website. The exception is that documents must be uploaded manually. This allows for creation of standard naming conventions for files and documents. IFLA staff has put together quite a good and helpful list of how-to documents for information coordinators.

Saeedeh Akbari: Athena, does the section maintain a semantic web KOS list, including best practices?

Athena: We have not published this, but this could be a project we can look into as part of a future working group. It relates to issues Andreas has pointed out regarding the Automated Subject Access WG.

5.6 Report on other actions (liaisons, etc.)

Rehab: ISBD Review Group: The first business meeting is scheduled for next week. It will be during an open session at WLIC, parallel to the SAA session, which is very unfortunate scheduling. The session includes a Q&A and three presentations covering three aspects of ISBD in transition, on alignment with LRM, and the relationship with bibliographic models (like



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its role in the semantic web) and with RDA.

Renate: Committee on Standards: Interim phase. We met for last time in person in Athens. Due to the former chair retiring and pandemic/lock-down, there is a gap in the committees' work. Renate will serve as the interim chair until elections. Regular work and reviews have been maintained. There are very heterogeneous standards. We are trying to work on IFLA's guidelines on standards due to a lot of confusion and questions. We are hoping to create the guidelines in the form of a wiki moving forward. We have asked IFLA for wiki space (this spring), but we are still awaiting an answer. A session at WLIC on standards in the digital world is scheduled for the last day of the conference.

Judy: ALA Subject Analysis Committee: There were two online meetings for the committee. There were many interesting reports from the Library of Congress (USA) and music libraries. Judy is planning to write a report for the Metadata Newsletter with a review of the meetings.

Caroline: The vocabulary for children's subject headings: 15000 subject terms for subject headings for children/juveniles moved from catalogue card files to the web environment (Classification Web tool). The decision file cards will be transferred to scope notes. It is also available as linked data (through id.loc.gov).

Saeedeh: Has LoC considered moving from subject headings to thesaurus (with more formal relationships)? (No). Are they published in SKOS/RDF? (Yes).

6. Metadata Session – “New horizons: emerging metadata standards and practices in the 21st century” Webinar, 27 May 2021, <https://www.ifla.org/node/93730>

This is usually an in-person session during the WLIC, but since the session was not held in 2020, we had a virtual session in May 2021. The format was a webinar, instead of mainly informal updates from the three sections and groups.

Chris: It was great to be a part of this webinar. It was an unintended, good consequence of pandemic. There was a fascinating panel discussion (mediated by Athena). Pat did an awesome job of keeping us on track and figuring out the technology. Open session – wonderful opportunity to reach more people and as broadly as we can. It took a lot of time and effort to get going but it was highly successful and worth considering to continue. There is a full write-up in the June Metadata Newsletter. The full recording and slides are also available.

Pat: An unexpected aspect was that the group had to learn about livestreaming via YouTube (to get around the Zoom max 500 registrants). The channel was established within the Bibliography Section, but it is available for all metadata sections.

Athena: Over 600 attendees (of ca 1100 registrants).

Pat: Plus over 500 viewings of recordings after the livestream so far.

SC I adjournment at 17:01 (CEST)

SC I Minutes by Elise Conradi, Secretary



SC II

Attendance:

Members: Drahomira Cupar, Judy Jeng (ALA liaison), Andreas Kempf, Daniel Martínez Álva, Jean Maury, Sally McCallum, Julijana Nadj-Guttandim, Olaf Osterman, Olivia Pestana, Darija Rozman, Caroline Saccucci, Athena Salaba, Richard Sapon-White, Aida Slavič, Anna Slawek, Liubov Zavialova

Regrets: Stansilav Golubtsov

Observers: Harriet Aagaard, Alta van den Berg, Elise Conradi, Mathilde Koskas, Viktoria Lundborg, Iris O'Brien, Rehab Ouf, Priscilla Pun, Angela Quiroz, Pat Riva, Mélanie Roche, Jenny Wright, Ana Stevanovič

Welcome round.

Chair's Announcements: Athena announced the new officers: Athena Salaba, Chair, Caroline Saccucci, Secretary, and Drahomira Cupar, Information Coordinator

7. 2021 WLIC (<https://www.ifla-wlic2021.com/>)

7.1 SAA Open Session, 18 August 2021, Virtual – "Subject to Change"

Athena thanked Pat Riva, Bibliography Section, for the [blog](#) post about the joint open session. The general consensus was that the program was well prepared and moderated, and the Q&A session was lively. Many thanks to the session chair, Elise Conradi. There were about 85 participants at the Q&A. The takeaway was that this was an important topic for SAA to focus on. Caroline noted that the Q&A session seemed heavily focused on LCSH and that these discussions should try not to focus too heavily on only a U.S.-based standard.

7.2 General Assembly, 25 August 2021 in The Hague, Netherlands

HQ will send a message to members with a summary of the General Assembly. The [2020 Annual Report](#) was presented. Scrolls of Appreciation were awarded to Ann Okerson, Massimo Gentili-Tedeschi, Petra Hauke, Raissa Teodori and Stephane Ipert, all of whom were characterised by a strong sense of service, guiding their actions. Massimo was very active in ISBD RG, Cataloguing Section, and BCM RG.

The IFLA's President 2021-23, Barbara Lison, stated the three themes for her agenda: realising the potential of libraries to drive sustainable development within our communities; securing sustainability of institutions, professions, and collections for the benefit of users; and ensuring that IFLA itself can harvest the fruits of the work completed in recent years.

7.3 Other sessions

Caroline mentioned that there were several good sessions related to education and training and that the TESA working group might consider a joint open session with one of those groups. Aida said that she would try to connect with <http://bslise.org/>, in which she was a participant. Harriet mentioned that the Cataloguing Section formed a working group focused on training in metadata creation. Caroline confirmed and said that Susan Morris, chair of that working group, expressed an interest in liaising with TESA. Melanie Roche, observer, said that Bibliographic Conceptual Model (BCM) Review Group would be happy to form a connection although the group composition has not been finalized. Athena mentioned that she is interested in getting connected to some of the



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professional units to have reporting liaisons to keep us all informed and connected in a more formal way since our work is related. The Entity Management program presentation, co-sponsored by Cataloguing and Bibliography, were mentioned as the topic is relevant to SAA.

7.4 General feedback

Anna Slawek said that she enjoyed the General Assembly in the online environment. Others mentioned that there were benefits to the virtual format such as access to the recordings of the sessions for a year, but there is no decision about how and where they will be archived. Harriet mentioned that usually papers and not presentations go into the IFLA Library. IFLA is still determining the difference between the IFLA Library and the IFLA Repository. Harriet also said she would be happy to add the presentation slides to the SAA website; she has asked the webmaster for account information. Other comments were that it was difficult to attend all the sessions and live Q&A because of time zone constraints, and that the Q&A sessions were not recorded. Also, it was difficult to maintain energy for the virtual environment and to divide time between regular work assignments and the virtual conference.

8. SAA 2020-2021 Annual Report – due 1 October 2021

Athena prepared a draft of the annual report. Genre/Form Working Group: Ana Stevanović, former chair, updated the working group information. TESA Working Group: The group will discuss what to include at their meeting on Monday, August 30, 2021. Automated Subject Analysis: Harriet, Andreas, Athena and Caroline will look at it together because its focus and planned outputs changed over time.

9. SAA work

9.1 SAA scope

The new website was launched includes SAA's scope and current projects. The Scope statement was revised to better reflect the work of SAA.

9.2 SAA Projects (continuing, new)

Genre/Form: Richard Sapon-White has volunteered to co-chair this group with Ricardo Santos, Cataloguing Section. The working group has not planned a meeting yet, but there the WG webpage has links to the bibliography and different thesauri. The group needs to decide on next steps. The roster will need to be updated, and it would be good to have few more volunteers. SAA members and observers are welcome to volunteer. Richard's email address is: richard.sapon-white@oregonstate.edu

Training and Education for Subject Analysis (TESA): Aida Slavic is the chair and reporter. She noted that it would be good to have a template for structure and guidelines for the Working Group web pages. Working groups will need to work with Drahomira to get their information added to the webpage. Drahomira said that there is no template yet and no decision for the space to upload documents. She is still fixing links between the repository and the website. Athena said that officers will consider the needs for each WG and how to represent working groups and section work on the website. Harriet mentioned that she, Pat, and Ricardo have asked IFLA HQ many questions about how to organize the website.



Automated Subject Analysis and Access: Athena reported that the current work of this group will be completed at the end of 2021 and asked if we need to continue with a revised plan. It was agreed that automated subject analysis is still relevant, so that working group needs to continue but also add in semantic technologies and Linked Data because they are intrinsically connected.

KOS Data and Change: Based on the SAA Open Session at 2021 WLIC, "Subject to Change," the group discussed the need to focus on change to subject terminology and classification. Discussion followed on the importance of the topic and whether it should be part of the Automated Subject Analysis and Access WG or a separate one. Discussion included a suggestion to focus on change and how to deal with normalized versus everyday language, that the Section needs to be involved in the conversation with change needed in subject thesauri, and that change is a very important topic world-wide. For example, German language groups also talk about "decolonizing" the subject vocabulary. Therefore, we should have two separate working groups. Athena agreed that treating these areas as two separate groups would be the best and suggested that one of the projects could be to revising a previous paper that looked at FRASAD and mapping to SKOS and look at SKOS and LRM or other conceptual models and data structures to determine which data elements are needed to support KOS data (including authority data). Aida also said that linked data is the answer to multilingualism in subject terminology and that TESA needs to look at competencies related to semantic technology and conceptual modeling.

In summary, there are four projects: genre/form, automated subject indexing; TESA, and KOS changes and data structures (including data to support recording of change). Athena will follow-up with a summary description and will ask for volunteers to all four groups. Each group can then meet to select a Chair define the group's scope and outcomes in more detail.

9.3 2021 2023 Action Plan, due 1 November 2021

Athena has asked each working group chair to review the action plan. We will need to update our goals and outcomes. Since we do not yet have the new template or guidance from IFLA, we will revisit the Action Plan prior to the deadline.

10. WLIC 2022, Dublin Ireland, 24-28 July 2022

This conference will be held in person but with an online element. It is still unknown whether satellite conferences will be held. We need to consider an Open Session and potentially we can explore a collaborative Satellite (similar to the collaboration on the Metadata Webinar).

11. Other business

11.1 New IFLA Website (launch August 25) and SAA webpages

The new IFLA Website was launched after the conclusion of the General Assembly (August 25). After Drahomira updates the website, she will ask for feedback. She will look into adding a Facebook and LinkedIn account. SAA already has a Twitter account and will add followers from the Section. SAA members should send her updated profile information. Photos are not a priority yet.

11.2 SAA Standing Committee composition – Co-opted members

The committee can have 20 members, but there are only 16. We can co-opt 4 new members but



IFLA Section Subject Analysis and Access

2021 Standing Committee Business Meetings

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need to keep diversity in mind, co-opting requires prior approval. Athena brought up the idea of having a more formal connections with related groups, which could be achieved by having liaisons reporting to SAA. For instance, the ALA appointee reports about IFLA to the ALA committee but not in reverse, although Judy, the current liaison, sends a report for the IFLA Metadata Newsletter. Other groups to consider include the Committee on Standards, and the BCM Review Group, LIDATEC, other external to IFLA KOS groups, and potentially connect with ISO. The group that organized the Library Carpentry session was also mentioned. Also, currently, the members of BCM RG “are elected by members of the Committee on Standards in consultation with the Chair of the Cataloguing Section Standing Committee.” Athena suggested that since SAA is a contributor to LRM (and its previous FRSAD development), SAA could also have a more formalized connection to BCM RG.

Harriet mentioned that other groups send reports to the IFLA Metadata Newsletter, so adding them as liaisons may be unnecessary. Caroline mentioned that all this reporting could take time away from the regular business meetings, but Athena said we do have the Mid-year meeting, we can streamline our meeting time and can also have additional virtual meetings if needed. She will follow up with groups and liaisons.

Athena will wait to hear more about plans for the meeting in Dublin before scheduling the next SAA meeting so that we better informed about our need to form a program committee or committees and work on them theme.

Adjournment

Meeting adjourned 16.53 (CEST).

SC II Minutes by Caroline Saccucci, Secretary