

Committee on Cataloging: Description & Access

2022 Summer Virtual Meeting

Agenda

Monday, July 18, 1:00-4:00 pm EDT / 10:00 am-1:00 pm PDT

Zoom registration for both days: https://ala-events.zoom.us/meeting/register/tJltduGurzgiH9cFF_Wy-s70X5HmlBqKYSV

Welcome and opening remarks: Chair (1:00, 5 min.)

Amanda Ros (interim chair) welcomed everyone to the meeting

Meeting logistics: Guajardo (1:05, 5 min.)

- A few updates on Zoom which has added some new features since the last time CC:DA meet. For this meeting though it shouldn't change the normal process we follow for the meeting. At some point we may explore these new features and see what they can do. If connectivity is lost when you are talking, please try to get back on and don't worry about it.
- John Myers recommended that for this meeting we only use the chat for logistics issue, and comments be recognized and stated in the meeting proper, which Amanda agreed with.

Introduction of members, liaisons, and representatives: Group (1:10, 10 min.)

- Present: Mary Burns (CC:DA committee member), Brian Clark (CC:DA committee member), Dan Jergovic (CC:DA committee member), Tina Marie Maes (CC:DA committee member), Richard Guajardo (CC:DA webmaster), Bob Maxwell (NARDAC representative), Adam Schiff (NARDAC representative), Melanie Polutta (Ex-officio representative for LC), Hayley Moreno (in lieu of Nathan Putnam) (Ex-Officio for OCLC), Thomas Dousa (Liaison to Catholic Library Association), Peter Fletcher (ALA representative to Continuing Resources Cataloging Committee), Keith Knop (Liaison to Music Library Association), Kelley McGrath (Liaison to Online Audiovisual Catalogers (OLAC)), Ryan Mendenhall (ALA representative to Metadata Interest Group), Diane Napert (liaison for Association for Recorded Sound Collections), Melissa Robohn (Liaison to Art Libraries Society of North America (ARLIS/NA)), Brian Stearns (ALA representative for ACRL Rare Books and Manuscripts (RBMS)), Jia Xu (ALA representative Committee for Cataloging: Asian and African Materials (CC:AAM)), Min Zhang (ALA representative for Map and Geospatial Information Round Table (MAGIRT)), Amber Billey, Donna Wells (Liaison for American Theological Library Association (ATLA)), Kira Barnes (CC:DA committee member), Laura Doublet, John Myers (Liaison MARC Advisory Committee (MAC)), Michelle Urberg (ALA representative for ACRL)

Adoption of agenda: Chair (1:20, 5 min.)

- MAC report will be given tomorrow; Amanda Ros will deliver the PCC liaison's report.
- need for some flexibility. Mary Burns motions, seconded by Daniel Jergovic, to adopt the agenda. Agenda carried by 5 votes.

Approval of minutes of meeting held at 2021 Annual Meeting: Chair (1:25, 5 min.)

- <http://alcts.ala.org/ccdablog/wp-content/uploads/2022/07/MIN-1534-1548.pdf>
- John Myers: noticed four typographical/formatting errors. Tina Maes: noticed an error in numbering of a section. Motion to adopt, with changes noted: Mary Burns motions, seconded by Daniel Jergovic; six votes in favor; motion passes.

Report of the CC:DA webmaster: Guajardo (1:30, 10 min.)

- Few updates on the blog, we do have some additional functionality, one which is a new feature (which is more like an error/bug) that searching is now case sensitive, so when you type a term in the search box of the blog you will have to be careful and to get the best results as everything is now case sensitive. Richard would be investigating how to remove it. Files that have been posted in the last year and even today may continue to have broken links. If you find a bad link, please let him know. The file naming convention default of the blog has changed to a natural language pattern, which is contrary to what has been done in the past where file name have been consistently followed by a pattern which is predictable (this is what causing some broken links).
- At some point it will be migrated to the CORE domain, it was initially planned for last year and ALA wasn't able to get to it and Richard wasn't rushing this so there will be additional options to have URLs mapped from the ALCTs to the CORE side, to try to avoid disruptions and ALA/IT staff will help to prevent issues. Richard will make sure to provide advance notice when this happens.

Report from the Library of Congress Representative: Polutta (1:40, 20 min.) Report can be found here: <http://alcts.ala.org/ccdablog/wp-content/uploads/2022/07/LOC-2022-07.pdf>

- Highlights focused on the RDA and LCSH work being done in the Library of Congress
- RDA policy statements have now added to RDA Toolkit. Corrections for typos and grammatical errors go to one form with be fast tracked for edits. Any feedback on the actual substance of the policy will be sent to the RDA communication board and will go through to see if they are appropriate to make the changes. Others at LC are being trained to deal with policy statement work. Several policy proposals regarding some of the policy statements; one Metadata guidance documentation has been finished and posted, but still in process of revision. Developing processes to track changes.
- Currently there will be a testing process that LC and PCC are going to undertake to see if the documentation created is helpful in accomplishing cataloging work or if the documentation needs to be changed. Testing is expected in the Fall and will determine implementation date: implementation no earlier than Oct. 2023; perhaps later.
- We have had some changes to policy, specialist Janis Young moved to another section and Libby Dechman retired. There is a new e-mail address created for comments regarding tentative subject lists: listcomments@loc.gov. We hope more people can join

us for the editorial meetings we have which are now open and done virtually. We have gotten much more people joining these meetings.

- All multiples related to religion have been cancelled. The most recent multiples tackled by the project are --Study and teaching ([level]), --Influence on [Topic], and --Translating into [language]. Currently, the multiples project is on hold as we incorporate the new policy specialists. However, the intent is to resume the project soon, if at a slightly slower pace.
- To align the controlled vocabularies more closely with the ANSI/NISO standard Z39.19-2005, LC decided to implement the concept of the history note. The first history notes appeared in April 2022. An announcement recently went out about this implementation of the 688 field for this purpose.
- Changes in LCSH headings
 - The heading Illegal aliens was changed to Noncitizens, post-coordinated with Illegal immigration. Aliens was changed to Noncitizens.
 - The headings Blacks was changed to Black people, and the parallel heading Whites to White people.
 - The heading for Law, Primitive has now been cancelled in favor of Customary law. A similar project addressing the use of the term “primitive” in art and architecture headings was on the March 2022 list, and another project to clean out the rest of the uses of the term primitive is on the June 2022 list.
 - The term Marranos, which is considered a pejorative term for crypto-Jews that developed after the Jews were expelled from Spain in 1492, has now been cancelled in favor of Crypto-Jews—Iberian Peninsula. Similar terms for crypto-Jews in specific locations were also cancelled in favor of using the more consistent practice of Crypto-Jews—[Place].
 - Non-insulin dependent diabetes was changed to Type 2 diabetes and Hypochondria was changed to Illness anxiety disorder to align them with current terminology.
 - Assyrian Genocide, 1915-1925 was established in June 2021.
 - Capitol Riot, Washington, D.C., 2021 was established in September 2021.
 - A proposal to change Slaves to Enslaved persons was approved in principle, and a project is in process to handle all the related changes. The work is being undertaken by the African American Funnel.
 - A request came in from the Graphic Novels and Comics Roundtable joint with the Subject Access Committee to request the addition of expanded subject access for comics and graphic novels, following the model for literature. LC put together a team to work on the suggested revisions and agreed to the general approach for expanded access. At approximately the same time, a proposal came in to establish Holocaust, Jewish (1939-1945), in comics. LC discussed the proposal and decided to accept the concept of [Term] in comics headings, in the same way that literature and art are established, recognizing that comics are a distinct genre. As a part of that decision, LC also decided to establish the free-floating subdivision –In comics, also as a parallel to the –In literature instructions. This was incorporated into the H 1430 instruction sheet. These changes were implemented in April 2022.

- For LCC, the N cutters for the term Negroes have been changed, and those captions and Cutter numbers have now been updated to Black people or African Americans, as appropriate to the context.

Break held, 1:40-2:00 pm ET

Update on Romanization Tables: Wiggins and Zoom (2:00, 20 min.)

- Revised procedural guidelines implemented in May 2021; result of the collaboration of LC, CC:DA, and CC:AAM; the goal was to leverage language and subject expertise in the community. Proposals for creating new tables was based on bibliographical warrant and assessments of the proposals took into consideration the impact of file maintenance in legacy records. Review board consists of 7 members (3 from LCC; 2 from CC:DA, 2 from CC:AAM), this board appoints sub-committees for Ongoing Romanization Table Review. The board really wanted to leverage the subject and language expertise of the cataloging community. Macedonian and Armenian tables have been completed. Japanese, Church Slavic, Meetei (Manipuri– the first new table created under this new process) – almost completed. AdLam is currently being worked on which consist of African Western countries dialects.
- For ALA Annul in Washington D.C. last month there was an in-person meeting which covered two main topics –internationalization of romanization tables by Andrew Cunningham on which he advocated for the versioning of Romanization tables (by including year of file name of PDF and doc files; add versioning to older versions of tables; and add changes document for each romanization table). The board considered the importance of adding versioning to the tables and met separately on how it could implement some of Andrews’s recommendations. Another topic of the meeting was the structure of the review board members since the current guidelines are unclear as to membership selection: Members appointed by CC:DA and CC:AAM serving on the Review Board do not need to be committee representatives; appointed members will serve a 2-year term on the Review Board with the possibility of renewal; appointed members should serve on a staggered schedule for the purpose of continuity, and June 2023 concluding term for the current cohort of the Review Board.
- There was also a recommendation from Machine-Friendly Point of View brought up by the board where romanization needs to be included for key bibliographic data and it should harmonize with BIBFRAME development

Report from the PCC liaison: TBD (2:30, 10 min.). Full report can be found here:

<https://alcts.ala.org/ccdablog/wp-content/uploads/2022/07/PCC-2022-01.pdf>

- Amanda Ros gave the report on behalf of J. Everett Allgood and touched on the highlights on his report:
- PCC elections for the Policy Committee (PoC00 will start a 3 year term on October 1st, 2022:
- Nancy Lorimer (Stanford University, re-elected); Melanie Wacker (Columbia University, re-elected); Steven Folsom (Cornell University)

- The PCC made the decision to not record gender in 375 field in authority records. This decision was made on the recommendation of our Advisory Committee on Diversity, Equity, and Inclusion.
- The Task Group to Test the Official RDA Toolkit was charged in February 2022.
- The Task Group on MARC Simplification for BIBFRAME Conversion was also charged in February 2022.
- Adam Baron chair of the SCT RDA Training Task Group discussed that they are developing a training curriculum for PCC participants to catalog print and electronic book monographs using the official RDA Toolkit, LC-PCC Application Profile, LC-PCC Policy Statements, and LC-PCC Metadata Guidance Documents. While the training may include concepts and examples applicable to a variety of formats, it is expected that other groups within PCC or specialized cataloging communities will develop more in-depth training for cataloging serials and other formats. The group has decided that there is no rush in testing; test group is developing documentation and finalizing what the tests and evaluations will be: these documents will be finished in the next few weeks and submitted to be evaluated the hope is that testing will begin before the September 2022 release of the RDA Toolkit (i.e., late September/early October).
- Bob Maxwell asked about the RDA Communications Committee which allows people to provide feedback by giving you a form on the PCC website. Aaron indicated that they are wanting to gather feedback from the community on LC/PCC policy statements and metadata guidance documents; committee meets once a month, at which time feedback is considered; a publicly available spreadsheet records feedback and decisions.

Report of the ALA Representatives to the North American RDA Committee: Maxwell and Schiff (2:40, 20 min.) Full report can be found here: <http://alcts.ala.org/ccdablog/wp-content/uploads/2022/07/NARDAC-2022-02.pdf>

- Adam Schiff began by discussing the activity that NARDAC has undergone for the past couple of months. The group has been meeting monthly since Midwinter. NARDAC held its semi-annual update forum online April 25, 2022. Topics included NARDAC news, RSC training/outreach update, the new Collections Model change, a case study of the possible RDA extension work on place-related relation designators outside RDA, and an MGD (Metadata Guidance Documentation) demonstration with specific cataloging examples.
- NARDAC members and RSC chair Kathy Glennan presented a workshop at ALA Annual, June 24, 2022, with attendance of approximately 45 persons. The workshop had a practical approach, focusing on helping participants learn to interpret “official” RDA and the documentation that is being formed around it, particularly the LC-PCC Policy Statements and Metadata Guidance Documentation.

- NARDAC also held a question-and-answer format forum at ALA Annual, June 25, 2022. A presentation was made on NARDAC activities since April and questions of importance to audience members were fielded.
- NARDAC discussions and RDA-related activities of members included the preparation of NARDAC responses to two RDA revision proposals, both of which were approved (with minor changes) at the RDA Steering Committee meeting July 12, 2022. The proposals were on the correction of the narrower element hierarchy in Manifestation: manufacturer agent (etc.) and its inverses and the proposal to improve consistency in “supertype” elements. Adam indicated he was hoping for more comments by the CC:DA group but did not receive many.
- Bob Maxwell then discussed the importance of outreach for NARDAC.
- RDA Steering Committee (reorganized: divided into regions: Europe, North America, Oceania; Chair: Kathy Glennan; Chair-elect: Renata Behrens, ...)
- RSC held two meetings since last CC:DA. Virtual asynchronous meeting (Zoom portion and a separate meeting in April and June); Q&A webinar in May
- April meeting: had RDA Assessment Group: look at proposals for change: decide whether to fast-track or not; also, a discussion of 2 proposals mentioned by Adam and four task groups which are currently active: Extent Working Group, Official Languages Working Group, Place/Jurisdiction Working Group, and Religions in RDA Working Group.
- The group continues to discuss application profiles, community resources section of the RDA Toolkit, and disposition of Anglo-American legacy materials no longer thought appropriate for the main RDA guidelines.
- Amanda indicated in the meeting that CC:DA needs to be more active in reviewing RDA proposals and providing viewpoints.

Tuesday, July 19, 1:00-4:00 pm EDT / 10:00 am-1:00 pm PDT

1. Welcome and opening remarks: Chair (1:00, 5 min)
 - <https://alcts.ala.org/ccdablog/?cat=33>
2. Introduction of members, liaisons, and representatives: Group (1:05, 10 min.)
3. Continuation of any discussion from previous meeting (1:15, up to 30 minutes)
Start times for remaining agenda items will be adjusted as needed, if necessary, with the break as close to 2:45 as possible
4. Report of the MAC Representative: Myers (1:45, 10 min.)
 - 8 proposals and 11 discussion papers between Midwinter and Annual
 - Data Provenance mostly in subfield \$7
 - Indicators for field 856 for partial resources and for non-functioning URLs in redefined subfields
 - Proposed 857 for web archives

- Unparsed strings for 490 and 264 (will come back as further DPs)
 - <http://alcts.ala.org/ccdablog/wp-content/uploads/2022/07/MAC-2022-1.pdf>
 - <http://alcts.ala.org/ccdablog/wp-content/uploads/2022/07/MAC-2022-2.pdf>
5. Report from the Chair (1:55, 5 min.)
 - No votes since Midwinter
 6. Break (2:00, 10 min.)
 7. Work and plans for CC:DA: Chair (2:10, 90 min.)
 - Many committees in Core are going to Chair-Elect/Chair/Past-Chair structure; might be good for us to move toward that; we've had one-year chair term with possibility of reappointment; past chairs have informally been helpful, but this could make for a more formal structure; Amanda Sprochi is Chair-Elect; experience and continuity help; how it would affect voting membership needs to be discussed and decided, something to be worked toward; Chair has steep learning curve for a complex committee; need flexibility to deal with the unexpected; Amber Billey says that Core is encouraging this structure; Kathy Glennan suggests the MLA structure of two-year terms for Chair and cautions about the constant rotation of membership as possibly disruptive; All positions for upcoming year have been made
 - Need EDI Liaison for the committee, not the chair, but could be the past-chair if this structure is adopted; in the meantime, need a volunteer; new effort from the Diversity Committee of Core, reporting on the work we already do would most likely be sufficient reporting to Core; Core hopes to have liaisons in place by September/October with first reports at the end of the year; Past Chair as liaison is good idea according to Amber
 - John Myers: Procedures TF head John Myers says that the TF can work any changes agreed to into their work with other recommendations about the model; Myers' update on TF: has been on hiatus, as have others, (pandemic, new RDA, etc.); document on committee representation and the communities to be represented was nearly ready before the pandemic; place of CC:DA in development of standards, reviewing process for RDA, working regional NARDAC into the review procedure; orientation document for new members would be a good thing to update; John put out a call in spring, some members would prefer to rotate off, others to continue, new volunteers welcome
 - Richard Guajardo, Virtual Participation TF: rather than a TF, need a team of interns, web keeper, Zoom administrator, etc. to take care of pre-meeting tasks and logistics.; Core support (Jenny Levine) will include Zoom rooms, audio checks, sending links, publicity; Amanda Ros wonders if we might create a calendar of CC:DA meetings to be able to plan; Jenny says just avoid LibLearnX, happy to help with all logistics while committee deals with content; Core doesn't have money for hybrid meetings, would need to rely on conference center wifi for that, which isn't ideal; AR: for the foreseeable future, we'll need either all virtual or all in-person
 - RDA Beta Toolkit Training Investigation TF: was on hiatus during the Policy Statement creation process; CC:DA has mostly been deferring to PCC in the recent period; now that we are going back to usual tasks of CC:DA, do we need to develop training (outside of PCC training, RDA Lab Series); Adam Baron: disband original TF and create a new one that could deal with current needs; all PCC training will be freely available; Ryan Mendenhall: also suggests a new TF more focused on training (such as submitting proposals in the new world; charge is in 2019 or 2020 Midwinter CC:DA meeting, just focused on training for what was then Beta RDA; Maxwell:

focus on needs of non-PCC institutions (including public libraries) implementing Official RDA (creating application profiles); Kathy: proposals would best come through NARDAC, better ties between NARDAC and CC:DA encouraged. Tina Marie Maes moves to dismiss the TF, motion passes, discharging the TF. A possible new TF will be discussed and voted on after this meeting.

- Importance of getting back to CC:DA's responsibilities, dealing with NARDAC proposals, CC:DA must have its own voice, keep engaged, come up with its own proposals to submit to NARDAC; Melanie: CC:DA is the proper venue for submitting proposals outside of PCC for the rest of the "American" cataloging community; four times a year CC:DA must react to the RSC papers (only three weeks for reactions each time – must be timely and quick); There is already one RSC paper out for its October meeting ready for comments; Maxwell and Schiff would prefer a coordinated CC:DA response/summary rather than raw comments (although the raw comments are often a good way to familiarize oneself with an issue in order to form an actual opinion; Kathy Glennan: Because NARDAC is a "light" layer, it doesn't really need the sort of formal response that used to be the norm before the creation of NARDAC when ALA was a formal member of RSC; Adam Schiff: CC:DA can create task forces to consider and comment on specific (especially large) issues, although that can be timeconsuming. Glennan: CC:DA can anticipate issues that are coming by keeping aware of RSC task groups (religions broad or specific, place/jurisdiction, for examples), NARDAC was structured to allow for minority reports and they need to be represented and presented
 - Amanda Ros is working with Core to establish a publicly accessible CC:DA ALA Connect space. CC:DA blog will move to ALA's WordPress installation, which will remain public (there may need to be restrictions because "public" means fully available and subject to bots and other abuses); identification of comments and their sources is necessary for evaluation of their content and context; CC:DA needs to stick with the ALA platforms; Jenny L.: For the committee's Connect space, the official roster determines access to Connect; names remain on the public space until they remove themselves. CC:DA itself communicates on the CC:DA Connect space; Core public space requires ALA account but no one needs to be member of ALA to get account; blog will be on WordPress (it will definitely need spam/bot filters); old ALCTS wiki (https://wikis.ala.org/ccda/index.php/Main_Page)
8. Other new business; reports from the floor; announcement of next meeting, and adjournment: Chair (3:40, 10 min.)
- Dan Jerovich is incoming SAC Liaison to CC:DA, but rolling off CC:DA voting member
 - Michelle Urberg: NISO Video/Audio WG proposed BP for metadata, requesting responses (https://groups.niso.org/higherlogic/ws/public/document?document_id=27512)
 - Core Forum in October 13-15, 2022, in Salt Lake City (<https://coreforum.org/>); EDI, RDA, Artificial Intelligence preconferences