



**INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND
INSTITUTIONS
WORLD LIBRARY AND INFORMATION CONGRESS
73rd IFLA GENERAL CONFERENCE, Durban, 19-23 AUGUST 2007
STANDING COMMITTEE
CATALOGUING SECTION**

Meetings: Standing Committee I Saturday, 18 August 2007, 14:30-17:20
 Standing Committee II Friday, 24 August 2007, 14:00-16:50

Chair: Judith Kuhagen (SC I)
Chairs: Judith Kuhagen and Anders Cato (SC II)
Secretary: Ben Gu

AGENDA

Standing Committee I, Saturday, 18 August 2007, 14:30-17:20

1. Welcome and introductions

The Chair welcomed new and returning members of the Standing Committee, who briefly introduced themselves.

1.1 Permission for Observers to attend

The Chair welcomed observers, who were granted permission to attend.

2. Agenda

All the members approved the agenda.

3. Minutes of 2006 meetings in Seoul

The minutes were approved as written.

4. Elections

4.1 Section Officers: According to the e-mail nominations prior to the Durban conference, Anders Cato, Ben Gu, John Hostage and Bill Garrison were nominated as the candidates respectively for Chair, Secretary, Information Coordinator and Newsletter Editor. All standing committee members agreed on the nomination.

4.2 Review Group Members: All standing committee members agreed on adding Ben Gu, John Hostage and Jaesun Lee as new members of ISBD Review Group, and adding Eeva

Murtomaa and Françoise Leresche as new members and renewing Barbara Tillett as member of FRBR Review Group.

5. Announcements

5.1 Division and Section Open Programmes: The Chair described the papers to be presented at the Division Open Programme. It will be held on August 19 during 13:45-15:45pm, and will include reports on FRAD and FRSAR. It will also include two presentations respectively on IFLA Cataloguing Section Activities (by Judy Kuhagen) and bibliographic control in South Africa (by Ina Fourie and Marlene Burger).

The Chair described the papers to be presented at the Cataloguing Section Open Programme, and expressed thanks to translators of papers. The Open Programme will be held on August 22 during 16:00-18:00. The theme is “Cataloguing partnerships: principles, standards and projects”. The six speakers are Elena Escolano Rodríguez and Dorothy McGarry (“Consolidated ISBD: A Step Forward”), Hester Marais (“Co-operative Cataloguing in South Africa with Special Reference to the Gauteng and Environs Library Consortium (GAELIC)”), Mary Adwoa Arkorful (“Implementing Online Catalogues in African Academic Libraries”), Barbara B. Tillett (on the 5th IFLA Meeting of Experts on an International Cataloguing Code) and Judy Kuhagen (“Cataloguing Section activities”).

5.2 Professional Committee Hearing: The PC Hearing on IFLA’s Professional Structure will be held on August 19 during 11:45-13:30. The change of the structure will affect the operation of the division and the section, as well as some division-level working groups. The Chair briefly explained the future reform of the structure, and asked all SC members to attend the hearing and participate in the discussion.

5.3 “Launch of New IFLA Publications”: “Launch of New IFLA Publications” will be held on August 22 during 8:30-10:30. Because there are two important publications from the Cataloguing Section (IME ICC4 Proceedings and Consolidated ISBD), the Chair asked all SC members to attend the event.

5.4 Division IV Social Hour: A place near the conference venue will be used for the social hour on August 20 during 17:00-18:00. All SC members and observers are welcome to attend, and will meet at the entrance of the conference center.

5.5 Satellite meeting for WLIC 2008: Don Butcher explained the logistics of the satellite meeting on *Resource Description and Access* in Québec city, being sponsored in name only by the Cataloguing Section; it will be organized by the Joint Steering Committee for Development of RDA. Speakers for the meeting are wanted. The meeting will acknowledge the relationship between RDA and ISBD.

5.6 Thanks to Translators: The Chair expressed thanks to translators of papers for the Section Open Programme. She explained the language policy of IFLA; she hoped the new section and division chairs could discuss with IFLA HQ the issue of the inclusion of non-official languages, such as Korean and Portuguese.

5.7 JSC Liaison: The Chair reported that Deirdre Kiorgaard, Chair of JSC (The Joint Steering Committee for the Development of Resource Description and Access), suggested Margaret Stewart to act as liaison between IFLA Cataloguing Section and JSC and as an ex officio member of the ISBD and FRBR Review Groups (see Appendix I; Marg Stewart agreed that the reference to ISBD(G) should be changed to the consolidated edition). All SC members

approved the suggestion. The Section is also interested in establishing official liaisons with other rule-making bodies.

5.8 Other Issues:

- Ulrike Junger has a poster presentation “Cooperative Digitizing of Table of Contents of Books”. SC members are welcome to attend the Poster Session.

6. Reports

6.1 Coordinating Board of the Division of Bibliographic Control

The Chair reported on CB meeting before the conference, including:

- *IFLA Express* will merge some languages and will be released in three versions.
- *IFLA Journal's Policy*: The Chair explained the policy of *IFLA Journal* and the priority of publications for papers presented to the conference.
- IFLA website will be updated in the next year.
- Other issues related to the term of the Secretary General, WLIC 2008, interlibrary loan coupons, etc.

6.2 DAISY Cataloguing Workshop

Eeva Murtomaa reported on the DAISY Cataloguing Workshop (June 2007) at Celia Library for the Visually Impaired, Helsinki. (See Appendix II)

6.3 IFLA Meeting of Experts on an International Cataloguing Code

Barbara Tillett reported on the IME ICC5 meeting held in Pretoria last week (August 14-15, 2007). 53 cataloguing experts were invited from 27 countries. There were no rule making bodies in this part of the world; most of the countries follow the Anglo-American Cataloguing Rules, the French AFNOR rules, or ISBD. If all goes well we are considering a special gathering in Quebec City at the next IFLA to finalize the Principles in a more formal way. (See Appendix III)

6.4 SCATNews

Bill Garrison reported on the work of *SCATNews*. Articles in other IFLA working languages are also welcome, and can be translated by volunteers.

6.5 IFLANET Cataloguing site

John Hostage talked about his idea to reorganize pages for the Cataloguing Section, and hope to make ISBD, FRBR and other pages clearer.

6.6 FRBR Review Group and subgroups

Pat Riva reported on activities of the FRBR Review Group and subgroups (see Appendix IV). Anders Cato gave the FRBR Expression Entity report (see Appendix V).

6.7 ISBD Review Group and subgroups

Elena Escolano Rodríguez reported on activities of the ISBD Review Group and subgroups. One of the highlights is the publication of the Consolidated ISBD, which will be launched during the conference. Examples in multiple languages will appear in a supplement (see Appendix VI). Lynne C. Howarth reported on the activities of the Material Designations Study Group, and proposed five recommendations (see Appendix VII). Dorothy McGarry reported on the activities of the Study Group on Future Directions of the ISBDs (see Appendix VIII).

The Chair gave Certificates of Appreciation to Elena Escolano Rodríguez and Dorothy McGarry for their work for the Consolidated ISBD.

6.8 Working Group on Metadata for Digital Objects

Erik Thorlund Jepsen briefly reported on the activities of the WG, and planned a more detailed report in the second meeting of the standing committee. (See Appendix IX)

6.9 Liaison to American Library Association cataloguing committee

John Hostage reported as the Liaison to the American Library Association cataloguing committee, and focused mainly on recent developments of RDA. (See Appendix X)

6.10 IFLA Working Group on Digital Library Guidelines activities.

Marcia Zeng and Jaesun Lee reported on the activities of the IFLA Working Group on Digital Library Guidelines. The first meeting was held at the Library of Congress on May 4th, 2007. (See Appendix XI)

6.11 FRAD

Glenn Patton reported on the activities of the Division IV Working Group on FRANAR, including the worldwide review of FRAD (Functional Requirements of Authority Data) in April 2007. (See Appendix XII)

6.12 FRSAR

Marcia Zeng briefly reported on the activities of the Division IV Working Group on FRSAR. (See Appendix XIII)

6.13 Other Cataloguing Section projects

The Chair reported the activities of other Cataloguing Section projects:

- *Anonymous Classics*: The Chair will contact the coordinator to publish the parts already completed.

- Names of Persons: The Chair would like to find someone who wants to be the coordinator.
- Multilingual Dictionary of Cataloguing Terms and Concepts (MulDiCat): Earlier in 2007, the Chair had contacted Patrice Landry, Chair of the Classification and Indexing Section, about that section coordinating the MulDiCat project because no one from the Cataloguing SC had agreed to be coordinator. Patrice Landry reported on the discussion at the Classification and Indexing Section SC meeting earlier on 18 August: Because there are database support problems and because there are many important documents to come out in the next year (FRAD, RDA, etc.), it was decided to postpone work within the Classification and Indexing Section for a year.

7. Future Cataloguing Section programmes

7.1 74th WLIC in Québec: August 2008

Theme: “Libraries without borders: Navigating towards global understanding”

Introducing FRBRoo, the result of the harmonization effort between FRBR and CIDOC CRM, and other topics relating to cooperating in standards with other communities, including archives and cataloguing cultural objects, could be considered..

7.2 75th WLIC in Milan: August 2009

Theme: “Libraries create futures: Building our cultural heritage”

8. Reports from other institutions or organizations

There wasn't time for reports.

9. Certificates and thanks to outgoing members of the SC

The Chair gave an IFLA certificate to Marit Vestlie who had completed two terms on the Standing Committee. She expressed thanks on behalf of the Section to Marit and to other members who are leaving the Standing Committee: Natalia Kulygina, Jaesun Lee, Cristina Ramos, and Marcia Zeng.

10. Adjourn

The meeting was adjourned at 17:20.

11. Standing Committee picture

The picture will be published in the next issue of SCATNews.

Standing Committee II, Friday, 24 August 2007, 14:00-16:50

12. Welcome and introductions

The outgoing and incoming Chairs (Judy Kuhagen and Anders Cato) welcomed the members and the observers.

13. Agenda

All the members approved the agenda.

14. Announcements

14.1 Judy Kuhagen:

- CATSMail: There are about 80 CATSMail subscribers now. We welcome others to subscribe, including those who are not Cataloguing Section Standing Committee members.
- New Division Secretary: Congratulations to Anders Cato for becoming Secretary of the Division IV.
- Professional Committee's new decisions on the new structure: The Professional Committee, after the hearing on 19 August, decided that IFLA will have five divisions instead of four and the minimum number of members in a section will be 40.
- RDA and ICC: As some SC members and observers had been asking questions about the relationship between RDA and ICC, Judy Kuhagen clarified that although the not-yet-published RDA may be used by non-English language libraries, it wouldn't be a replacement for the International Cataloguing Code (ICC) proposed by the Cataloguing Section in 2003 when the series of meetings on revising the Paris Principles were being planned. The ICC would be a high-level cataloguing code for rule makers, not for cataloguers. The Cataloguing Section Working Group on an International Cataloguing Code wouldn't be established until August 2008 after the draft statement of principles had been distributed for worldwide review (a working group wouldn't have work to do before that time).

14.2 SCATNews: Bill Garrison reminded all that November 15 is the deadline for submission of articles, and articles in languages other than English are also welcome.

14.3 IFLA language policy: John Hostage reported on the discussion with IFLA HQ at the information coordinators' meeting about the inclusion of papers translated into other languages. However, IFLA HQ still refused to accept papers in languages other than the working languages. Further discussion by the division officers with IFLA HQ is recommended.

15. Current projects - update on Durban meetings

15.1 ISBD Review Group

Elena Escolano Rodríguez presented reports of the business meetings of the ISBD Review Group and its subgroups, including a report of the business meetings of IFLA Material Designations Study Group by Lynne C. Howarth and a report of Study Group on Examples for the Consolidated ISBD by William A. Garrison. The Study Group on Future Direction of the ISBDs and the Study Group on Revision of ISBD(A) are formally disbanded. (See Appendices XIV, XV and XVI)

15.2 FRBR Review Group

Pat Riva reported on the meetings of the FRBR Review Group and its subgroups in Durban. (See Appendix XVII)

Anders Cato announced that Pat Riva's chair position is extended for two more years, and the Working Group on the Expression Entity is finished.

John Hostage and Pat Riva pointed that there is still no Chinese translation of FRBR.

15.3 Working Group on Metadata for Digital Objects

Erik Thorlund Jepsen reported on the meeting of the WG in Durban. It was decided to stick to the project plan that was developed in Copenhagen in February 2007 and to suggest a thorough revision of the draft charge. Also, it was decided that the workgroup would recommend two new members of the workgroup. (See Appendix XVIII)

15.4 FRAD update

Glenn Patton reported on the meetings of the FRANAR Working Group. (See Appendix XII)

15.5 FRSAR

Marcia Zeng reported on the FRSAR group meetings. (See Appendix XIX)

15.6 World Digital Library Working Group on Digital Library Guidelines

Marcia Zeng and Jaesun Lee reported on the IFLA Working Group on Digital Library Guidelines activities. (See Appendix XX)

16. ICABS update

Caroline Brazier reported on the ICABS Advisory Board Meeting, Durban, 21 August 2007 (see Appendix XXI). Members of the SC expressed concerns about lack of emphasis on bibliographic control in the proposed new structure.

17. Strategic plan 2007-2009

The Chair reviewed the old version of the Strategic Plan, described some intended changes, and asked for comments from the Standing Committee members. He would send a draft version to the SC members in September for comments and approval. (See Appendix XXII)

18. Finances

18.1 Financial report, August 2007

Judy Kuhagen explained the financial report (see Appendix XXIII). The SC members approved the reimbursement for Mauro Guerrini's March 2007 travel.

18.2 Budget for 2007/2008

Judy Kuhagen explained the budget proposal for 2007/2008. (See Appendix XXIV)

19. Future Cataloguing Section programmes: more ideas

19.1 74th WLIC in Québec: August 2008

Theme: "Libraries without borders: Navigating towards global understanding"

SC members suggested possible papers on RDA, libraries for the blind, IME ICC, Working Group on Metadata for Digital Objects, etc.

19.1 75th WLIC in Milan: August 2009

Theme: "Libraries create futures: Building our cultural heritage"

The new Italian Library Cataloging Rules is a potential topic.

20. Conference evaluation

21. Adjourn

The Chair adjourned the meeting with thanks to all attendees.

Attendance: SC I

Standing Committee members present (Including outgoing members marked with asterisk)

Caroline Brazier	The British Library, UK
Anders Cato	Kungliga Biblioteket, Sweden
Elena Escolano Rodríguez	Biblioteca Nacional, Spain
William A. Garrison (editor of newsletter)	Syracuse University Library, USA
Ben Gu (secretary)	National Library of China, People's Republic of China
Mauro Guerrini	University of Florence, Italy
Bodil Gustavsson	Stockholm University Library, Sweden
John Hostage (information coordinator)	Harvard Law School Library, USA
Ulrike Junger	Staatsbibliothek zu Berlin, Germany
Judith A. Kuhagen (chair)	Library of Congress, USA
Jaesun Lee *	National Library of Korea
Eeva Murtomaa	National Library of Finland
Erik Oltmans	Koninklijke Bibliotheek, The Netherlands
Cristina Ramos *	Calouste Gulbenkian Foundation Art Library, Portugal
Pat Riva	Bibliothèque et Archives nationales du Québec, Canada
Margaret Stewart	Library and Archives Canada / Bibliothèque et Archives Canada
Erik Thorlund Jepsen	Danish Library Agency, Denmark
Marit Vestlie *	Nasjonalbiblioteket, Norway
Jay Weitz	OCLC Online Computer Library Center, USA
Marcia Zeng *	Kent State University, USA

Standing Committee members absent (Including outgoing member marked with asterisk):

Ana Barbarić	University of Zagreb, Croatia
Renate Gömpel	Deutsche Nationalbibliothek, Germany
Natalia Kulygina *	Russian State Library
Cristina Magliano	Ist. Centrale per il Catalogo Unico delle Biblioteche Ital. (ICCU)
Elena Zagorskaya	National Library of Russia, Russian Federation

Attendance: SC II

Standing Committee members present:

Caroline Brazier	The British Library, UK
Anders Cato	Kungliga Biblioteket, Sweden
Elena Escolano Rodríguez	Biblioteca Nacional, Spain
William A. Garrison (editor of newsletter)	Syracuse University Library, USA
Ben Gu (secretary)	National Library of China, People's Republic of China
Mauro Guerrini	University of Florence, Italy
Bodil Gustavsson	Stockholm University Library, Sweden
John Hostage (information coordinator)	Harvard Law School Library, USA
Ulrike Junger	Staatsbibliothek zu Berlin, Germany
Judith A. Kuhagen (chair)	Library of Congress, USA
Jaesun Lee (corresponding member)	National Library of Korea
Eeva Murtomaa	National Library of Finland
Erik Oltmans	Koninklijke Bibliotheek, The Netherlands
Pat Riva	Bibliothèque et Archives nationales du Québec, Canada
Margaret Stewart	Library and Archives Canada / Bibliothèque et Archives Canada
Erik Thorlund Jepsen	Danish Library Agency, Denmark
Jay Weitz	OCLC Online Computer Library Center, USA

Standing Committee members absent:

Ana Barbarić	University of Zagreb, Croatia
Renate Gömpel	Deutsche Nationalbibliothek, Germany
Cristina Magliano	ICCU, Italy
Elena Zagorskaya	National Library of Russia, Russian Federation

Observers present:

Julianne Beall	Library of Congress, U.S.A.	SC I
Jo-Anne Bélair	Bibliothèque de l'Université Laval, Canada	SC I
Françoise Bourdon	Bibliothèque nationale de France, France	SC I
Don Butcher	Canadian Library Association, Canada	SC I
Maria Inês Cordeiro	Calouste Gulbenkian Foundation, Portugal	SC I and SC II
Jonathan Furner	UCLA-GSEIS, USA	SC I
Rosa Galvão	Biblioteca Nacional de Portugal	SC I and SC II
Aurika Gergeležiū	National Library of Estonia, Estonia	SC II
Elena Gorodiskaya	Russian State Library, Russia	SC I and SC II
Allene Hayes	Library of Congress, USA	SC I
Lynne Howarth	Faculty of Information Studies, Univ. of Toronto, Canada	SC I
Yvonne Jahns	Deutsche Nationalbibliothek, Germany	SC I
Patrice Landry	Swiss National Library, Switzerland	SC I
Dorothy McGarry	University of California, Los Angeles, USA	SC I
David C. McQuillan	Thomas Cooper Library, University of South Carolina, USA	SC II
Filiberto Felipe Martínez	University Center for Library Science Research, UNAM, Mexico	SC II
David Miller	Curry College, U.S.A.	SC I
Luigina Orlandi	Vatican Library	SC II
Federica Paradisi	Biblioteca Nazionale Firenze, Italy	SC I
Glenn Patton	OCLC, USA	SC I and SC II
Cristina Ramos	Calouste Gulbenkian Foundation Art Library, Portugal	SC II
Miriam Säfström	BTJ – Bibliotekstjänst, Sweden	SC II
Mamadon Sène	Bibliothèque Centrale de l'Université Cheikh Anta Diop de Dakar, Sénégal	SC II
Barbara Tillett	Library of Congress, USA	SC I
Marcia Zeng	Kent State University, USA	SC II

Appendix I: Letter from Chair of JSC to Chair of IFLA Cataloguing Section Concerning Liaison between the Two Groups

Deirdre Kiorgaard

Judy Kuhagen
Chair, IFLA Cataloguing Section

Dear Judy,

The Joint Steering Committee for the Development of Resource Description and Access (JSC) would like to acknowledge the contribution of the ISBD to the rules for the description of library materials in AACR. This contribution will also be acknowledged appropriately in Resource Description and Access (RDA) when it is published.

In developing RDA, the JSC continues to aim for compatibility with internationally established principles, models, and standards (Strategic plan for RDA 2005-2008 <http://www.collectionscanada.ca/jsc/docs/5strategic1rev.pdf>). Compatibility between the ISBD and RDA will be maintained in two main ways. In RDA, guidelines and instructions on formatting data elements for the purpose of presentation according to specifications regarding order and punctuation that are set out in the ISBD(G) will continue to be provided in the appendices (RDA Prospectus <http://www.collectionscanada.ca/jsc/docs/5rda-prospectusrev4.pdf>).

Alignment between the elements will be maintained also, and to ensure this, element sub-types will be defined where needed to map more precisely to the elements defined in the ISBD (RDA Scope and Structure <http://www.collectionscanada.ca/jsc/docs/5rda-scoperev.pdf>).

In addition, the JSC acknowledge the substantial contribution that the Statement of International Cataloguing Principles, the Functional Requirements for Bibliographic Records (FRBR) and the Functional Requirements for Authority Data (FRAD) models will make in assisting the JSC to achieve the goals we have set in our Strategic plan for RDA 2005-2008.

The JSC appreciate and wish to maintain the close relationship that has existed between the IFLA Cataloguing Section and the JSC. Margaret Stewart, a member of the JSC, has recently been elected to the IFLA Cataloguing Section. We would like to suggest that we take this opportunity to formalise our relationship. Perhaps we could ask Margaret Stewart to act as liaison between the two groups, or to become an ex officio member of the ISBD and FRBR Review Groups, or use another mechanism the Section might be able to suggest? I look forward to hearing from you how best to maintain the successful relationship between our two groups into the future.

Yours sincerely,
Deirdre

Deirdre Kiorgaard
Chair, JSC
<http://www.collectionscanada.ca/jsc/>

Phone: 61 2 6262 1305

Fax: 61 2 62734322

Email: dkiorgaa@nla.gov.au

Appendix II: Workshop on DAISY Cataloguing June 14.-15. 2007 in Helsinki

Eeva Murtomaa

IFLA Libraries for the Blind Section organized the workshop to look at the problems of cataloguing DAISY (Digital Accessible Information System) books and to identify solutions. The workshop was funded jointly by IFLA and Celia - Library for the Visually Impaired in Finland, and supported by the DAISY consortium and IFLA cataloguing section. There were 29 participants from 12 countries.

The goal of the workshop was to facilitate ongoing cataloguing discussion and try to outline a plan for the coming development of new practice and perhaps new standards. The workshop included individual presentations, small group discussions and plenum discussion.

Beforehand a survey has been made for understanding the current cataloguing situation. It was stated that the recent development of the digital talking book, and the digital environment in general, has created interesting challenges for cataloguers. The question “How cataloguing needs to reflect technological changes in physical formats” was in the air. That’s why there is need for more effective rules to standardize bibliographic metadata for cataloguing on-line resources based on master XML-file and also for common rules to handle PDF and web-published resources.

Presentations treated of some case studies e.g. from different countries. In this connection topics like the Automatic use of metadata in DAISY cataloguing process and How to catalogue dynamic digital material in an efficient way were presented.

Further topics: What is FRBR. The idea of the model and some ideas for the realization of the model were given by means of examples e.g. Celia library’s cataloguing of DAISY books. The current situations concerning the Consolidated ISBD and the Resource Description and Access (RDA) were described. It was stated that for DAISY cataloguing, methods for describing multi-content and multi-carrier resources and the interoperability between publisher and library metadata seem to be important.

MARC 21 and DAISY cataloguing was treated in many presentations. There are limitations and problems in cataloguing on-demand materials in a Z39.86 (DAISY 3) environment. The transformation and the output formats are difficult – or even impossible – to describe in the current cataloguing standards. (e.g. the note field (500) in MARC21 seems to be problematic, because for DAISY cataloguing more hierarchies and - subfields are needed)

In the future LBS and DAISY consortium want it to be easier for visually impaired users to search for materials in a “Global DAISY library”.

In the presentation two alternatives for the creation of a global union catalogue were given. The catalogue may be a virtual one with a search portal combining the results of a multi-database search dynamically or it may be a physical entity.

A lively discussion followed the question of what will be the best solution for a global DAISY library. One of the key questions was how to solve the problem with unique global identifiers? Planning of the Global DAISY library continues here in IFLA.

Some decisions: Outcomes of the plenum discussion and working groups:

Make recommendations about how to catalog DAISY books using existing standards

- the influence of emerging standards
- to make recommendations about optimal cataloguing workflow to reduce duplication, to avoid errors, to use cataloguing expertise
- to participate in IFLA sections (including Blind, Cataloguing, Bibliography, IT, AV etc.), DAISY consortium, national and international initiatives (RDA, MARC, DC, ISBD, FRBR) system suppliers, conferences, journals.
- to identify how to develop a global catalogue, most likely based on a hybrid model using WorldCat plus harvesting.
- to maintain communications with relevant organisations and initiatives and monitor international developments
- to give official proposals from LBS (Libraries for the Blind Section) to IFLA Cataloguing Section to start a working Group (Helen) -I warmly support (Eeva) - DAISY/IFLA collaboration

A steering group was appointed to drive the work forward

- cooperation among DAISY cataloguers is needed
- need a generic metadata tool
- need some kind of automated metadata consolidator
- need to standardize terminology and field use within MARC
- for content description several standards and formats like MARC21, FRBR, RDA, ISBD should be investigated and mapped
- define issues as general connected with multimedia cataloguing -need to think about the level of description
- and how do we globally share DAISY records?
- need standards among cataloguing rules in international cataloguing?
- start a mailing list

Work with DC community and DAISY consortium. Create a working group to speak with one voice.

The meeting, presentations, timetables, discussion results and amusements were successful. We achieved the goal and good results.

Appendix III: IME ICC5 Report to Cataloguing Section – SC1

Barbara Tillett

Tienie de Klerk was the coordinator for the fifth IME ICC meeting (IFLA Meeting of Experts on an International Cataloguing Code) in South Africa, helping me get the meeting organized. She and her colleagues from the National Library of South Africa as well as the other volunteers who agreed to be Working Group Leaders and Recorders for the breakout working group sessions – all did an outstanding job to make for a very successful meeting in Pretoria last week (August 14-15, 2007).

Just as background, IFLA has organized a series of regional meetings around the world since 2003 with a focus on reaching international agreement on cataloguing principles. As you know, cataloguing principles form the foundation of cataloguing codes or cataloguing rules. These IFLA meetings also have produced a glossary of terms used in the principles that have been translated into about 20 languages.

The participants at these meetings have also made recommendations about increasing cooperation in the area of cataloguing in their region and made suggestions for a future international cataloguing code for rule makers.

The fifth and final IME ICC meeting was held last week, August 14-15, 2007 for the sub-Saharan African countries. The National Library of South Africa in Pretoria hosted that meeting. 53 cataloguing experts were invited from 27 countries. There were no rule making bodies in this part of the world, and most of the countries follow the Anglo-American Cataloguing Rules or the French AFNOR rules or ISBD. The Web site for IME ICC5 is available in English, French, and Portuguese and the report will also be published in those languages.

The IME ICC5 participants made several suggestions to improve the draft “Statement of International Cataloguing Principles”, and we only just started the discussion of which the group would agree to recommend as changes to the former IME ICC participants. To give you some highlights of their proposals for making the language easier to understand, they suggested:

- to clarify that the user task of navigating is to navigate within the catalogue
- to change the term “normalized form” to say “authorized form”.

There was a need for further discussion on some suggestions, such as moving a section of the text on the choice and form of names to the authority control section. There is not yet agreement to do that. Another suggestion was to change the caption of section 5.2 to “Forms of authorized headings”. Other suggestions, for example to uniform titles, IME ICC5 participants proposed to use “commonly known title” in place of “conventional titles” – which is a term that came from the Paris Principles.

They offered some clarifying wording to explain that access points are elements of bibliographic records that are used to provide reliable retrieval of bibliographic and authority records and their associated bibliographic resources; and to refine or filter the search results.

They were unanimous in agreeing that the year(s) of publication or issuance element is an indispensable access point and there was a suggestion to add “uniform title of the series” as an indispensable access point. It was also suggested to move classification numbers to additional access points and another suggestion was to move the Appendix up to the front of the statement – perhaps before the Scope.

There were also suggestions for the Glossary terms.

- Discussion and voting to reach agreement on recommended improvements to the draft Statement of International Cataloguing Principles and Glossary
- Consultation and agreement with the former IME ICC participants
- Worldwide review
- Publication 2008? If all goes well we are considering a special gathering in Quebec City at the next IFLA to finalize the Principles in a more formal way.

The participants from all of the meetings have found this to be a very exciting process, and a valuable experience in understanding the state of cataloguing worldwide.

We hope the meetings will result in the simplification of cataloguing rules and practices and improve the user’s experience in finding information they need.

Appendix IV: IFLA Cataloguing Section's FRBR Review Group: Status report of activities, 2006-2007

Pat Riva

Terms of Reference

The following updated terms of reference were approved by the Cataloguing Section in February 2007. The previous terms of reference had remained unchanged since the Review Group was created in 2003.

- Review and maintain the FRBR conceptual model on an ongoing basis, incorporating revisions when needed, in both entity-relationship and object-oriented forms;
- Develop and make available guidelines and interpretative documents to assist those applying FRBR;
- Promote the model and encourage its use in all appropriate information organising communities and maintain links with relevant groups both within IFLA and in other communities.

The revision reordered and reworded the terms of reference putting first reviewing and maintaining FRBR, clarifying that both FRBR(ER) and FRBR(OO) will be maintained, and broadening the scope for outreach/advocacy activities.

Web Site

Most sections of the website were revisited and updated starting in late 2006. Information was rearranged to clearly separate current activities from the record of past activities. Specific pages were added giving details of each of the current working groups. Rosters of the Review Group and working groups are now routinely included. The world-wide review of the proposed amendment to the expression entity led to the creation of a section on the reviewing process. Many thanks to John Hostage for his invaluable assistance and good suggestions.

Reviewing Activities

The work on refining the expression entity revealed a need for a process to approve modifications to FRBR. This was adopted in Seoul and the *Process for the Approval and Publication of Amendments to FRBR* now appears on the website's reviewing section. The process was put into action with the world-wide review of the proposed amendment to the expression entity.

FRBR Bibliography

Patrick Le Bœuf has continued to update the bibliography which is now is 51 pages long. The most recent update at http://infoserv.inist.fr/wwsympa.fcgi/d_read/frbr/FRBR_bibliography.rtf (version 11) is dated March 19th, 2007; the previous version (version 10) is also available as a PDF document from IFLANET (<http://www.ifla.org/VII/s13/wgfrbr/bibliography.htm>), it was last updated on November 11th, 2006.

Discussion List

The frbr@infoserv.inist.fr listserv, hosted by INIST in France, currently has 716 subscribers (another year of slight growth). Pat Riva and Patrick Le Bœuf are co-listowners. The listserv archive is available to subscribers from [<http://infoserv.inist.fr/wwsympa.fcgi/d_read/frbr/FRBR_Listserv_Archive.rtf>](http://infoserv.inist.fr/wwsympa.fcgi/d_read/frbr/FRBR_Listserv_Archive.rtf). The list saw little activity in the early part of the year, with announcements and queries which led to brief exchanges. However, the release of FRAD for world-wide review in April sparked an intense and concentrated discussion on such issues as the nature of identifiers, authorship and work access points, stage names, and implementation issues. Other threads: LibraryThing and FRBR entities, Expressions of musical works.

Working Groups

The **Working Group on the Expression Entity**, chaired by Anders Cato, prepared an amendment proposal for section 3.2.2 of FRBR on the entity *Expression* which was issued for world-wide review from September 29 to December 31, 2006. Responses were received from 14 individuals or groups from a total of 6 countries. Further revisions resulting from the comments received are under consideration.

The **Working Group on Aggregates**, chaired by Ed O'Neill, held its first meeting in Seoul. Alternative views of the modelling of aggregate works were proposed and are to be assessed.

The **Working Group on FRBR/CRM dialogue**, chaired by Patrick Le Bœuf, and co-chaired by Martin Doerr for CIDOC CRM, held three meetings this year: October 25-27, 2006 in Heraklion (Crete, Greece); March 14-16, 2007 in Paris; and July 9-11, 2007 in Edinburgh (Scotland). The October meeting was preceded by a 2-day workshop *Exploring the limits of global models for integration and use of historical and scientific information*. The CRM was adopted as an ISO standard (ISO 21127) in 2006. The latest draft definition of FRBRoo is available from the FRBR website (version 0.8.1c, May 2007). This year work has focussed on extending the modelling to the performing arts.

Further details in each working group's specific activity reports.

Pat Riva
Chair of the FRBR Review Group
July 11, 2007

**Appendix V: IFLA Working Group on the Expression Entity: Report of the activities
August 2006-July 2007**

Anders Cato

During the meeting in Seoul the final version of the draft of a proposal for a revised text of the Chapter on the Expression entity was gone through. It was agreed that the draft be sent out for World Wide Review with deadline set for 31. December 2006.

In the last draft the wording of the existing Chapter 3 had been thoroughly looked into and the wording had generally been made somewhat less strict. This was primarily done to make the expression entity a bit more practical, particularly for older materials and some other materials e.g. music.

Quite a few responses to the draft were received during late 2006, many of them primarily positive, but a few also leaning towards keeping the old text as it is. At the meeting in Durban a decision has to be taken whether to continue and present the draft to the Cataloguing Section as a proposed change or if some more changes should be made first.

It has also been discussed to create a special FAQ site for questions relating to the entity and to FRBR. At last year's meeting with the FRBR Review Group it was decided, however, that this site is better handled within the main FRBR Review Group.

The Working Group on the Expression Entity should be able to abolish itself at the Durban meeting and the work could thereafter be performed within the FRBR Review Group.

Anders Cato
10. July 2007

Appendix VI: IFLA Cataloguing Section's ISBD Review Group: Status report of activities: 2006-2007

Elena Escolano Rodríguez

The seven specialized ISBDs have been consolidated into a single ISBD to provide for greater harmonization in the stipulations for descriptive cataloguing of different types of resources and to make updating of the stipulations easier.

This year all the efforts of the Review Group have been concentrated on this project of elaboration of this consolidated version of the ISBD, which has had as goals:

- To prepare a consolidated, updated ISBD from the specialized published ISBDs in order to meet the needs of cataloguers and other users of bibliographic information.
- To provide consistent stipulations for the description of all types of resources to the extent that uniformity is possible, and specific stipulations for specific types of resources as required to describe those resources.

For this reason all ongoing revisions of the Second General Review Project, initiated in 1998, were postponed. The object of the "Second General Review Project", to remind you, was to bring the ISBDs into conformance with provisions of the Functional Requirements for Bibliographic Records that define the basic-level national bibliographic record. In addition, a more specific revision of some issues concerning the description of the kind of resource involved has been made. Of this project, to date, three ISBDs had been revised and republished, three were revised after world wide revision but not published and two more expected to be revised by the Review Group. The situation is as indicated in the table below:

Name of ISBD:	Status:
ISBD (M)	2002 revision published on IFLANET.
ISBD(CR)	2002 revision published by Saur and on IFLANET.
ISBD(G)	2004 revision published on IFLANET.
ISBD(A)	worldwide review of draft conducted
ISBD(ER)	Worldwide review conducted;
ISBD(NBM)	Preparation of revision postponed while Consolidated ISBD is drafted.
ISBD(CM)	Worldwide review conducted.

ISBD(PM)	Preparation of revision postponed while Consolidated ISBD is drafted.
ISBD(Component Parts)	An electronic version of the 1988 edition was published on IFLANET in Sept. 2003.

The consolidation was made with the published approved texts of different ISBDs, but after the Seoul 2006 Standing Committee meeting it was decided that the texts of the post Standing Committee vote of the ISBD(ER) and the post world-wide review ISBD(CM) and ISBD(A) were used for updating the texts from the published ISBDs, which was made by the Study Group on Future Directions of the ISBDs . In conclusion, the main objective of the Second General Review Project has been achieved, as requirements for the description of all resources have been updated to bring the description of all materials to the same state of conformity with FRBR. In spite of this, an in-depth revision of the stipulations for the types of resources that were covered before by ISBD (PM) and ISBD (NBM) is needed.

The entire ISBD Review Group had one month, January 16 until February 15, 2007, for revising and commenting on the draft prepared and sent by the Study Group on Future Directions of the ISBDs, chaired by Dorothy McGarry. The text was approved by the Review Group, and following consideration of comments received, a revised version was ready to be sent to the Cataloguing Section's Standing Committee on February 23. The approval of the publication by the Standing Committee was announced on the 25th of March.

Following this date work has involved activities concerning the publication by Saur.

The Material Designation Study Group, chaired by Lynne Howarth, has been involved in preparing a draft of a Proposal for a Separate "Content/Carrier" Component in ISBD which was sent to the Review Group on June 25. This proposal must be discussed and commented on by entire Review Group in next Durban meeting, considering implications and implementation in the framework of the Consolidated ISBD.

In addition, the Review Group considered during the 2006 meeting in Seoul that examples are very important to understand and apply the ISBD. The Review Group set up a Study Group on Examples to prepare a publication that can be issued later, as a supplement to the ISBD. This group, chaired by William Garrison and Jaesun Lee, has been collecting examples in different languages and scripts. Now that we have a consolidated edition of ISBD, which replaces the seven specialized ISBDs, it doesn't make sense to organize this Example publication based on the former individual ISBDs. For this reason the Study Group is preparing a proposal of organization of such a publication to be presented to the Review Group at the Durban meeting For specific reports of the Study Groups see attached documents and Issue 27 (June 2007) of SCATNews <http://www.ifla.org/VII/s13/scatn/SCATNews27.pdf>

AACR3/RDA

The Review Group continues to monitor postings to the Joint Steering Committee for the Development of RDA internal Web site to follow the progress of development of RDA, Resource Description and Access.

INVITATION

The ISBD Review Group and two of its Study Groups will meet during the Durban Conference:

ISBD Review Group

Monday, 20 August: 08.30-10.30 (12ab)

Thursday, 23 August: 08.30-10.30 (12ab)

ISBD Study Group on Examples

Monday, 20 August: 12.15-14.15 (12cd)

ISBD Material Designation Study Group

Monday, 20 August: 14.30-17.30 (12cd)

Interested parties are welcome to attend and participate.

Submitted by Elena Escolano, Chair

June 28, 2007

Appendix VII: IFLA Material Designations Study Group (MD SG) Report to the ISBD Review Group, June 22, 2007 (for period August 2006 to June 2007)

Lynne C. Howarth

In its August 16, 2006, status report, the IFLA Material Designations Study Group (MD SG) noted that:

With the issuance of a draft Consolidated ISBD currently under Worldwide Review, and the recent release of version 1.0 of the RDA/ONIX Framework for Resource Categorization, and the subsequent drafts of RDA sections 3.2, 3.3, and 4.2 incorporating the RDA/ONIX Framework, the MD SG now has fully realized ISBD and RDA drafts for comparison. These documents will facilitate immensely the work of the MD SG as it addresses the structure and nomenclature (terminology) of an independent ISBD component for content/carrier, or content/medium, and considers what information should subsequently be recorded in existing ISBD areas 3, 5, and 7.

The MD SG subsequently committed to preparing a draft summary report with recommendations concerning the following:

the structure and nomenclature (terminology) of an independent content/carrier or content/medium component for ISBD;
the provision of additional information to be recorded in areas 3, 5, and 7, as necessary;
an assessment of the RDA/ONIX Framework relative to the ISBD;
the nature of any alignment between RDA and ISBD vis-à-vis content/carrier designations;
the identification of other issues (e.g., opportunities for alignment with other metadata communities), as applicable.

While further work on a proposal for an independent ISBD component for content/carrier or content/medium, was set aside until the final version of the Consolidated ISBD was completed, a report was drafted and circulated June 6, 2007, to members of the MD SG. Based on some minimal feedback, a June 21, 2007, revision was prepared and is being circulated, on the recommendation of the Chair, Elena Escolano, to all members of the ISBD Review Group for their consideration.

The Material Designations Study Group will meet at IFLA 2007 in Durban, South Africa, to review feedback from the ISBD Review Group, to determine necessary revisions to the proposal document, and to schedule future actions. Additional membership on the MD SG will be helpful to broadening discussions and increasingly constituent consultation.

Lynne C. Howarth, Chair

Appendix VIII: Report of the Study Group on Future Directions of the ISBDs

Dorothy McGarry

A report on the work of the Study Group was included in the Review Group report sent to SCATNews, and I am not repeating most of the details in that report. It explains why a consolidated ISBD was decided on, some of the major changes being made, etc.

The text of the consolidated edition was sent for World Wide Review in July of 2006, just prior to the Seoul IFLA conference, for a three months period. The Study Group revised the text as a result of the comments received, and met for four days toward the end of 2006 at the Bibliothèque nationale de France in Paris, considering the comments, incorporating those on which there had been consensus, and setting some aside for future consideration. Suggestions that would result in large changes were, for the most part, put aside for consideration for the first update. The texts of the post Standing Committee vote of the ISBD(ER) and the post world-wide review ISBD(CM) and ISBD(A) were used for updating the texts from the published ISBDs.

The revised text was sent by the Study Group to the entire ISBD Review Group for consideration and comments on January 16, 2007, for responses by February 15. The text was approved by the Review Group, and following consideration of comments received, a revised version was ready to be sent to the Cataloguing Section's Standing Committee on February 23. The approval of the publication by the Standing Committee was announced on the 25th of March.

As had been decided by the Standing Committee at the 2006 Seoul conference, this ISBD Preliminary Consolidated Edition will replace the seven specialized ISBDs.

It is foreseen that revisions will be made more frequently in the future, since the process of revision will be faster: it is anticipated that the first update will be in a couple of years. Changes are expected to be made to the GMD and to stipulations relating to the specialized ISBDs that weren't revised previously. In addition, there will be an attempt to see if other stipulations can be harmonized further for various types of resources.

It was decided that this would be a "preliminary consolidated edition", and on May 24, it went into production. Saur will be publishing it as an updating loose-leaf, and it will also be available on IFLANET.

As chair of this Study Group, I wish to say that the members have been exceptional to work with. They are knowledgeable, conscientious, and good-humoured, worked very well together, and enjoyed working with each other. I also wish to thank John Hostage for all of his work in preparing the ISBD for publication. A chair couldn't wish for a more marvelous group with which to work.

Study Group on Future Directions of the ISBDs:

Françoise Bourdon

Bibliothèque nationale de France

Elena Escolano Rodríguez

Renate Gömpel

Lynne C. Howarth

Agnès Manneheut

Dorothy McGarry (Chair)

Eeva Murtomaa

Mirna Willer

John Hostage (Consultant)

Biblioteca Nacional, Spain

Deutsche Nationalbibliothek, Germany

University of Toronto, Canada

Agence bibliographique de l'Enseignement
supérieur, France

University of California, Los Angeles, USA
(retired)

National Library of Finland

National and University Library, Zagreb, Croatia

Harvard Law School, USA

Appendix IX: Working Group on Metadata for Digital Objects: a Brief Report of Activities to the First Meeting of the Standing Committee, 18 August, 2007

Erik Thorlund Jepsen

The workgroup had their second meeting in Copenhagen in February 2007. We decided to analyze and describe:

- Who creates and uses metadata (actors and roles)?
- What needs for metadata exist for different actors in different roles?
- What tools for the creation of metadata are available (and used) for different actors?

The report should conclude, where there are feasible paths to follow. E.g. recommend on how value chains for metadata could be implemented and used, and what barriers should be overcome to ensure the least effort in the creation of 'sufficient' metadata for different actors.

At the moment, the workgroup are filling out schemes for the above, and we are trying to establish definitions. (Schemes will be used for presentation at our SC-meeting).

The workgroup will meet in Durban and have an final meeting in Paris in late 2007 or early 2008.

Appendix X: Report on the American Library Association's Committee on Cataloging: Description and Access, 2006-2007

John Hostage

For background information on the Committee on Cataloging: Description and Access (CC:DA), please refer to the liaison's report for 2005/2006.

As in the previous year, most of CC:DA's attention has been focused on the development of RDA, the successor to the Anglo-American Cataloguing Rules, 2nd edition (AACR2). The Joint Steering Committee for Revision of Anglo-American Cataloguing Rules has changed its name to Joint Steering Committee for the Development of RDA. In March, a revised draft of chapter 3, "Carrier," and an addendum to chapter 4, "Content," were released for comment. A revised draft of chapter 6, "Persons, Families, and Corporate Bodies associated with a Resource," and chapter 7, "Related Resources," was made public in June. A draft of Part B on access point control is expected in December 2007 (a year later than the previous plan) followed by a complete full draft in July 2008. The expected publication date has now been pushed back to 2009.

At the same time, the JSC has been responding to criticisms that RDA doesn't adhere closely enough to the conceptual models in Functional Requirements for Bibliographic Records (FRBR) and Functional Requirements for Authority Data (FRAD) or that it doesn't follow the standards for well-formed metadata followed by other metadata communities. The JSC has updated its document on the scope and structure of RDA and issued new documents on an RDA element analysis and an RDA to FRBR mapping to show how they plan to go forward. All these documents can be found on the JSC Web site (see below).

Among the decisions made in the past year was that the alternative title (i.e., the second part of the title in a title like *The Hobbit*, or, *There and Back Again*) would no longer be considered part of the title proper. Instead, an element sub-type will be added to the title element in RDA. Also, the phrases "Publisher not identified", "Place of publication not identified", and "Date of publication not identified" will be used instead of Latin abbreviations in the statement of publishing information. In an effort to remove some of the Christian bias in the rules, headings for books of the Bible will be entered directly under "Bible" instead of under "Bible. O.T." and "Bible. N.T." and the names of the Old and New Testaments will no longer be abbreviated when identifying those parts.

Representatives of the RDA community and the Dublin Core Metadata Initiative met at the British Library to examine the fit between RDA and other metadata models. They decided to seek funding to develop an RDA application profile to better integrate RDA into the evolving Semantic Web.

CC:DA takes a strong interest in standards and documents that emanate from IFLA, especially FRBR and the ISBDs. In the past year, CC:DA task forces issued reports and comments on the consolidated ISBD, the Statement of International Cataloguing Principles, and the draft of Functional Requirements for Authority Data.

URLs

ALA Committee on Cataloging: Description and Access

<http://www.ala.org/ala/alctscontent/catalogingsection/catcommittees/ccda/ccda.htm>

Resource Description and Access

<http://www.collectionscanada.ca/jsc/rda.html>

Prototype demonstration of RDA

<http://www.rdaonline.org/>

Data Modeling Meeting between RDA and DCMI

<http://www.bl.uk/services/bibliographic/meeting.html>

Submitted by

John Hostage

Liaison to ALA Committee on Cataloging: Description and Access

13 July 2007

Appendix XI: IFLA Working Group on Digital Library Guidelines activities: Report Presented to the First Meeting

Marcia Zeng and Jaesun Lee

Cataloguing Section members Jaesun Lee (National Library of Korea) and Marcia Zeng (Kent State University), along with the nine members from nine countries of six continents, have been appointed to the IFLA World Digital Library Working Group on Digital Library Guidelines. Claudia Lux, president-elect of IFLA, convened the group and chaired the first meeting held at the Library of Congress on May 4th, 2007. The members of the group organized their work and established subgroups to work in the areas of content selection, metadata (Marcia Zeng and Jaesun Lee), technology, service, and organization. The group is expected to produce a set of recommendations and guidelines by mid-2008.

Appendix XII: FRANAR Report for IFLA Cataloguing Section, August 18-24, 2007

Glenn Patton

At the first Cataloguing Section meeting, Glenn Patton reported that the Working Groups most recent draft had been out for worldwide review from April 15 – July 15, 2007. Comments were received from 14 institutions (including national libraries, national cataloguing committees and universities) and 3 individuals. Comments have been compiled into a comments log that totals more than 130 pages.

The Working Group used its face-to-face meeting time in Durban to consider several general issues derived from the worldwide review comments for which resolution was considered essential before more progress could be made on resolving more detailed comments. In addition, the group reviewed the current draft of the Numbering paper which had been distributed prior to the meeting.

The general issues (and the group's decisions) follow:

Relationship of FRAD to FRSAR: Now that the FRSAR Working Group is progressing, several comments in the worldwide review indicated to need to determine where to draw the line between the two models. It was decided that the Group 3 entities (Concept, Object, Event, Place) would remain in the FRAD model but would not be expanded beyond what appears in FRBR. Specifically, the entities will remain in section 3.4 *Entities Definitions* but the definitions and examples will be limited to what appears in FRBR. The attributes of those entities defined in sections 4.8-4.11 (*Attributes of a Concept, of an Object, of an Event, of a Place*) will be removed with text added to explain the lack of attributes. The attributes in Table 4 *Mapping of Attributes and Relationships to User Tasks* will also be removed. In addition, text in the Introduction and Scope will be expanded to explain this decision.

Part II: The worldwide review generated a variety of comments about part II of the document (*Authority Data: Current Practice*), including the suggestion from the Deutsche Nationalbibliothek that it should be eliminated completely as not relevant any longer. The WG discussed the issue and recognized that, while the description of the current library environment ("current" being the time period 2002/2003 when most of the text was produced) was an essential part of the evolution of the model and the WG's thought process, it should be removed from the model. The WG proposes to retain the text on IFLANET as a working paper related to the creation of the model.

Relationship versus Attribute: A common theme in the review comments questions the WG's decision, in some cases, to model something as an attribute of an entity rather than a relationship between two entities. In the 2nd review, the attention of several commentators was focused on the entity Place and the various attributes such as "Place of birth", "Place of death", "Place associated with the corporate body", etc. The WG had attempted to make the reasons for choosing attribute over entity clearer by additional text that was added to Section 3.1 *Entity-Relationship Methodology* but it is evident that more is needed. So, additional text will be added to that section using "place" as an example.

The WG believes that there is a useful distinction to be made between “place” information that is recorded in authority data for purposes of identification (the place of birth of a person, for example, recorded in a note in the form as found in a reference source) and the name of a Place entity used as the basis for a Controlled Access Point for the place. One could represent “place of birth” as a “was born in” relationship between Person and Place but the risk of doing that is obscuring the essential aspects of the authority data for both entities.

Corporate Body versus Event: As part of the discussion of the relationship between the FRAD and FRSAR models, the WG also discussed some review comments about distinctions between the Corporate Body and Event entities and whether it is appropriate for the model to resolve the differences in treatment across various sets of cataloguing rules. The WG agreed to make changes to the Corporate Body examples and notes in section 3.4 *Entity Definitions* to clarify.

“Name/Title Heading”: Another common theme in both the worldwide reviews has been concern about the WG’s use of the phrase “name/title heading” to represent a controlled access point for a work. That access point embodies the “creator/work” relationship and is built from the controlled access point for a creator and one of the names of the work that has been chosen to represent the work. The WG had attempted to clarify this situation in the text used for the 2nd review but comments still indicated that there is confusion. Part of the problem is the use of the word “name” to refer to something other than the entity Name as defined in the FRAD model. The group has agreed to use the term “creator” as is used in the IME ICC principles document.

Format of Examples: As the FRAD document has moved toward a more conceptual basis, WG members have been increasingly concerned about the continued use of examples that use the formatting prescribed in GARR. A number of worldwide review comments (especially those from the French Working Group of Experts on Authority Data) had confirmed that others shared our concerns. The WG decided to replace the structured examples and GARR formatting with textual statements that describe the situation which the example illustrates. For example, the current example for “Secular name relationship” in section 5.4.1 *Relationship between Persons and Names* will be changed to the phrase “The relationship between the pope known by the name ‘Pope John XXIII’ and that pope’s secular name ‘Angelo Giuseppe Roncalli.’”

Relationship Issues: As a part of the discussion about the format of the examples, the WG also discussed an issue related to the relationships that the examples are intended to illustrate. For example, the French working group has noted that several of the relationships in section 5.4.1 *Relationship between Persons and Names* (particularly the “Earlier name” and “Later name” relationships) are not Person-to-Name relationships but are really Name-to-Name relationships. The Working Group has not fully resolved this issue pending the recasting of examples described above.

Glossary: In response to some continuing comments suggesting that a Glossary should be added, the WG reviewed its previous discussions about a glossary. As had been noted previously, the terms used to identify Entities and Attributes are defined within the model itself and those definitions need to remain where they are. Members noted again that adding a Glossary in addition to those definitions would require replication of a large amount of text. It was also noted that it had previously been decided to include the Index with entries there

pointing to the place in the document in which the term is defined (as is described in the text at the head of the Index and as is consistent with the FRBR document) and reaffirmed that decision.

Resolution of other comments from the worldwide review: Once the changes resulting from the decisions noted above have been incorporated into a new draft, the WG asked that the Chair proceed with incorporating purely editorial comments. In addition, they asked that the Chair recommend decisions on suggestions for clarified wording. Resolution of remaining comments will take place through conference calls over the next months. The WG also agreed to distribute this meeting summary to those who commented in the worldwide review.

Numbering Paper: The WG discussed the most recent draft of the paper distributed prior to the meeting. Several additions and corrections were noted. Once those are incorporated and the WG does a final review of the paper, it will be forwarded to Division IV in fulfilment of the WG's 2nd term of reference and posted on the FRANAR page of IFLANET.

Submitted by
Glenn Patton, Chair
FRANAR Working Group

Appendix XIII: FRSAR update

Marcia Zeng

The FRSAR (Functional Requirements for Subject Authority Records) group members have had several meetings through emails, conference calls, and face-to-face meetings since May 2006. Major outcomes include the defining of user tasks, the proposal of a new model, and a plan for the final report. Details are to be reported at the Division IV program on Sunday, Aug. 19, 2007.

Marcia Zeng

Appendix XIV: IFLA Cataloguing Section's ISBD Review Group: Summary of Meetings held in Durban: Monday, Aug. 20, 2007, 8:30-10:30 and Thursday, Aug. 23, 2007, 8:30-10:30

Elena Escolano Rodríguez

Members present: Françoise Bourdon, Elena Escolano Rodríguez (chair), Bill Garrison, Ben Gu, Mauro Guerrini, John Hostage, Lynne Howarth, Jaesun Lee, Dorothy McGarry, Eeva Murtooma, Glenn Patton, Marg Stewart (ex officio member).

Apologies: Cristina Magliano, Mirna Willer.

Observers: Elena Gorodiskaya, Martha de Waal, Jay Weitz.

The group met twice, on Monday and Thursday for two hours at each meeting. There was good attendance: 12 members of the group and 3 observers.

The conclusions of both meetings are reported together.

Philippe-Corentine Le Pape, Cristina Magliano and John Byrum completed their terms with no possibility of renewal. Ben Gu, John Hostage, and Jaesun Lee were confirmed as new members of the Review Group for a full term with the possibility of renewal for a full term. Agnes Manneheit was accepted as a corresponding member and Marg Stewart as an ex officio member, as liaison with the Joint Steering Committee for the Development of RDA. Elena Escolano was re-elected as chair. All were confirmed at the Cataloguing Section Standing Committee II meeting.

After introductions and reports from the different Study Groups and the report from Mauro Guerrini on the IFLA/IPA Steering Group meeting in Turin, March 9, 2007, it was decided:

To recommend disbanding the Study Group on Future Direction of the ISBDs as all the terms and goals of the Study Group have been successfully carried out. The entire Review Group thanks the Study Group and especially its chair Dorothy McGarry for a job well done. This recommendation was approved by the Standing Committee of the Cataloguing Section with a request to forward the thanks to Dorothy McGarry and the other Study Group members.

To recommend disbanding the Study Group on revision of ISBD(A) as all the work have been successfully carried out. Going further the Study Group has checked various versions of the Consolidated ISBD to make sure the consistency and nothing important was omitted, and made a cross-walk between the ISBD(A) and the Consolidated ISBD. The entire Review Group thanks the Study Group and especially its chair Gunilla Jonsson.

The Review Group, considering it very important to keep a close relationship with the IFLA/IPA Steering Group, decided to present to the Standing Committee the following motion: to appoint Mauro Guerrini as a liaison to the steering group. The motion was seconded and approved in the 2nd meeting of the Standing Committee of the Cataloguing Section.

The Review Group approved the three recommendations from Material Designation Study Group (see attached report from the chair of the Study Group). It was accepted that the future work of this Study Group will include studying and, in case it is recommended, developing an XML schema language (e.g. a W3C XML Schema or a Document Type Definition) for the ISBD.

The Review Group suggested as a possibility of publishing the results from the Material Designations Study Group on Content/Carrier component on IFLANET, as soon as it is approved following the usual steps of revision, and to delay the print publication to the first update of the Consolidated ISBD in 2009.

The Review Group also approved the timeline and procedure proposed by the Study Group on Examples (see attached report from the chairs of the Study Group).

For the future work preparing the next update of the Consolidated ISBD for 2009: the Review Group recommended to contact with the Art Libraries Section and the Audiovisual and Multimedia Section in order to receive suggestions for revision of the description of the types of materials covered by these sections. The Review Group will also contact IAML for further suggestions. In addition, the Review Group will consider further the suggestions remaining from the world-wide review comments and suggestions from the IME ICCs.

For the efficient organization of its work the Review Group considered it important to choose a person as Editor, a charge that will be carried out by John Hostage with the help of Dorothy McGarry.

The meetings, developed in a good atmosphere with many contributions, concluded on time.

Respectfully submitted,

Elena Escolano Rodríguez
ISBD Review Group, Chair
September 4, 2007

Appendix XV: IFLA Material Designations Study Group (MD SG): Report to the ISBD Review Group, August 23, 2007, IFLA World Library and Information Congress, Durban, South Africa

The Material Designations Study Group (MDSG) met Monday, August 20, 2007, from 1430 to 1630 hours, in the Durban ICC, Room 12cd. In attendance were members, Bill Garrison (USA), Elena Escolano (ex-officio; Spain), Françoise Bourdon (France; for Philippe Le Pape), Glenn Patton (USA), and Lynne Howarth (Chair; Canada). They were joined by observers, Judy Kuhagen (USA), Elena Gorodiskaya (Russia), Jaesun Lee (South Korea), Jay Weitz (USA), Rosa Galvão (Portugal), John Hostage (USA), and Maria Ines Cordeiro (Portugal). After a very productive discussion, the MDSG decided to bring forward the following 3 recommendations for ISBD Review Group consideration at its August 23rd meeting.

Recommendations:

1. That the content/carrier component proposed in the June 6, 2007, Report from the MDSG be adopted to replace the current 1.2 in the ISBD Preliminary Consolidated edition. Cataloguing agencies could choose to use the now mandatory content/carrier component terminology in the current GMD location immediately following title proper, or to display the component in a location locally-determined. The MDSG recommends that, when the update containing the new 1.2 is circulated for Worldwide Review in late 2007, specific comment be invited regarding, not only the content/carrier component, but also the location of this mandatory element, including the possibility of an “Area 0” within the ISBD structure.
2. That the term, “Object” be reinstated in the forthcoming update, but as a content type term. The MDSG considered that the term is particularly useful to covering a variety of resources, and, therefore, more inclusive of constituencies additional to the bibliographic community. The term, “Object”, as formerly used in ISBD(A), and ISBD(NBM), is thus being introduced as a Content Type within the mandatory content/carrier component, along with a corresponding definition.
3. That the proposal to move Area 3 for notated music to Area 5 be tabled pending consultation with IML and other music (library) cataloguers. Reaction to the suggested move from Area 3 to Area 5 can also be solicited via the next Worldwide Review of ISBD updates.

As Chair, I would like to thank the members of the MDSG, B. Garrison, F. Bourdon (for P. LePape), G. Patton, M. Willer, and E. Escolano (ex-officio) for their many contributions to the discussions concerning material designations. I also wish to acknowledge the work of Tom Delsey, and members of the JSC-appointed GMD/SMD working group.

Respectfully submitted,

Lynne C. Howarth, Chair, MDSG

**Appendix XVI: ISBD Review Group, Study Group on Examples for the Consolidated ISBD:
Report of the meeting held in Durban, South Africa, 20 August 2007**

William A. Garrison

The Study Group met and had lively discussion about the examples that would be created to accompany the Consolidated ISBD, Preliminary edition.

The following timeline is proposed:

August 2007 Guidelines for submission of examples will be completed and sent to the ISBD Review Group for approval

September 2007 E-mails will be sent to specific individuals asking them to provide examples

December 2007 Deadline for examples to be completed and sent to the study group

January-February 2008 Study group will select and edit examples

March 2008 Confirmation of drafts submitted by creators of examples

April 2008 First draft of examples will be sent to the ISBD Review Group

May 2008 Edit examples and assemble in near final form

June 2008 Submit to ISBD Review Group for approval

June 2008 Submit to Cataloguing Section for approval

July 2008 Submit to IFLA for publication

The study group also proposes that the initial set of examples be published and made available on IFLANet only as the revised edition of the Consolidated ISBD will appear in 2009.

The study group will ask for 2 examples of each type (i.e., each format to be contributed if desired) from each institution.

The proposed form for submission will be revised so that each example will have a label beside it. The labels will be Area 1, Area 2, etc. to facilitate review/editing.

The structural organization of the publication is yet to be determined; however, the group discussed having the examples arranged by language with an index provided for by format. Several other options were also discussed.

The study group will include examples from the official IFLA languages as well as any other languages that are supplied.

Respectfully submitted,

Bill Garrison (co-chair)

Jaesun Lee (co-chair)

Appendix XVII: News from the FRBR Review Group and Working Group meetings as reported to the SC II meeting on Aug. 24, 2007 in Durban

Pat Riva

Highlights of the meetings of the FRBR Review Group, the Working Group on the Expression Entity, and the Working Group on Aggregates of August 21:

1) Membership:

The Review Group welcomed new members Françoise Leresche and Eeva Murtomaa (4-year terms 2007-2011); Barbara Tillett was renewed for a second term (to 2011). Marg Stewart, liaison between the Cataloguing Section and the Joint Steering Committee for the Development of RDA, joined the Review Group as an ex-officio member.

The chair, Pat Riva, was recommended for renewal for another 2-year term as chair.

Action: Confirmed by the Standing Committee.

2) The Working Group on the Expression Entity made final adjustments to its amendment proposal resulting from comments received during world-wide review. After final confirmation by the Review Group members in September, the amendment will be sent to the Cataloguing Section for approval.

Action: The Working Group has concluded its work and can be dissolved. This was confirmed by the Standing Committee.

3) The Working Group on Aggregates considered a discussion paper which presents the potential views of the modeling of different categories of aggregates, the next step is to evaluate these alternatives.

Action: The Working Group on Aggregates needs to be extended for another 2 years. Confirmed by the Standing Committee.

4) Maja Žumer presented an update on the work of the FRBR/CRM Working Group and also the basics of how FRBRoo is structured.

5) At the Data Model meeting held April 30-May 1, 2007 at the British Library, Review Group member Barbara Tillett realized that there is a need for an FRBR namespace in RDF and that it is appropriate that this work be carried out authoritatively under the auspices of the FRBR Review Group. The Review Group agreed and decided to undertake, with the help of appropriate consultants, a project with the specific task being: To define appropriate namespaces for FRBR (entity-relationship) in RDF and other appropriate syntaxes. Ed O'Neill has agreed to be the FRBR Review Group's liaison to the project. Gordon Dunsire, Sam Oh, Eric Childress and Stu Weibel will be serving as consultants.

6) The Review Group continued its ongoing work of considering potential revisions to FRBR, and FAQ texts for the FRBR web pages on IFLANET.

Appendix XVIII: Working Group on Metadata for Digital Objects: Report of the Third Meeting in Durban to the Second Meeting of the SC, 24 August, 2007

Erik Thorlund Jepsen

The workgroup had its third meeting during the conference.

It was decided to stick to the project plan that was developed in Copenhagen in February 2007 and to suggest a thorough revision of the draft charge. Also, it was decided that the workgroup would recommend two new members of the workgroup.

Charge

The new charge was read by Anders Cato to the Standing Committee at the 2nd SC meeting. The SC accepted the new charge.

The primary change is that the workgroup no longer aims at establishing standards. Instead the primary goals are stated as follows:

“To recommend guidelines for those who create, share and manage metadata: elements, tools, formats, protocols”.

The report should conclude where there are feasible paths to follow. E.g. recommend on how value chains for metadata could be implemented and used, and what barriers should be overcome to ensure the least effort in the creation of ‘sufficient’ metadata for different actors.

Project plan

The working group will complete its work (i.e., presenting its final report prior to the 2008 conference in Québec for action by the standing committee at that conference).

For the next meeting (Paris 17-19 March 2008) input will be produced by the WG members on:

- Who creates and uses metadata (actors and roles)?
- What needs for metadata exist for different actors in different roles?
- What tools for the creation of metadata are available (and used) for different actors?

A designated plan for the creation of input on each of the identified roles has been made, and texts on definitions of roles will also be produced before the Paris meeting.

Members

The Workgroup suggested two new members: Miriam Säfström, and Erik Oltmans. The Standing Committee accepted the two new members.

Since the workgroup never heard from the IT-section member, the workgroup consist of the following members (all from the Cataloguing Section):

Anders Cato	Kungliga Biblioteket, Sweden
Françoise Bourdon	BnF, France
Marit Vestlie	Nasjonalbiblioteket, Norway
Miriam Säfström	Bibliotekstjänst, Sweden
Erik Oltmans	Koninklijke Bibliotheek, Netherlands
Erik Thorlund Jepsen	Danish Library Agency, Denmark

Appendix XIX: FRSAR Activities Report for the CAT and CB of Division IV, IFLA 2007, Durban, South Africa

Marcia Zeng

The FRSAR group members have had several meetings through emails, conference calls, and face-to-face meetings since May 2006. Major outcomes include the definitions of user tasks, a proposal of a new model, and a plan for the final report. Details were reported at the Division IV program on Sunday, Aug. 19, 2007.

The group had three meetings during Aug. 20 and 24 at IFLA Durban conference and discussed extensively the proposed model and Group 3 entities. Major outcomes can be summarized as:

1. FRSAR confirms what FRBR has already defined: WORK has-subject THEMA. Here thema is the term used temporarily to refer to anything that can be subject of a work. Thema includes any FRBR entities.
2. FRSAR proposes the new relationship: THEMA has appellation NOMEN. Again, nomen is a term used temporarily to refer to any alpha numeric, sound, visual etc. symbol or combination of symbols by which a thema is known, referred to or addressed.
3. This THEMA-NOMEN relationship is consistent with what FRAD has proposed in its draft report, to separate what a thing is (the concept) from what it is known, referred to or addressed (its name / label).
4. FRSAR group plans to have a draft final report ready for group discussions by the end of 2007. A revised version will be distributed for a world-wide review in early 2008.

Appendix XX: IFLA Working Group on Digital Library Guidelines activities: Report Presented to the Second Meeting

Marcia Zeng and Jaesun Lee

The IFLA Working Group on Digital Library Guidelines was established in early 2007, including Marcia Zeng and Jaesun Lee from Section of Cataloguing and nine members from other IFLA sections. The WG will develop digital library guidelines and best practices for use by libraries and other cultural institutions around the world. The IFLA group is one of four working groups established at the conclusion of the UNESCO experts' meeting on the World Digital Library on December 1, 2006. UNESCO, the Library of Congress, IFLA, and a number of national libraries are cooperating on the development of a plan for a World Digital Library. The guidelines developed by the IFLA working group will be a contribution to this plan. The guidelines also are expected to be of value to all libraries that are creating or that intend to create digital libraries, whether or not they participate in the World Digital Library.

The draft outline of this Guidelines include:

- I. Preamble
 - Acknowledgements
 - Definition digital library
 - Strategy on culture
 - Politics
 - Technological aspects
 - Digital Inclusion in the third world
 - Policy
- II. Content
 - Selection IPM (Intellectual Property Management)
- III. Content
 - Metadata
- IV. Technology (workflow)
 - Encoding
 - Digitisation
 - Minimal requirements
- V. Service
 - Access
 - Preservation
- VI. Organisation/Evaluation
 - Implementation
 - Sustainability
 - Evaluation
 - Marketing
- VII. Annex
 - Glossary
 - Reference
 - Index

- Templates
 - o Advice on consultation
 - o Advice on communities
 - o Licence agreements
 - o Intellectual property

The first draft version of the Guidelines will be presented and discussed at IFLA WLIC 2008 in Québec. The draft is planned to be sent to all sections, early June 2008.

Appendix XXI: ICABS Advisory Board Meeting, Durban, 21 August 2007

Caroline Brazier

ICABS Advisory Board met on Tuesday 21st at the IFLA Conference. The meeting was attended by the Advisory Board members and Directors of some of the National Libraries involved. Peter Lor was also in attendance for a short time. Formal minutes were taken and these will be available in the near future.

The main topic of discussion was the future direction of the Alliance. IFLA is keen that the National Libraries provide a stronger focus to the international library community on the broad area of digital library management. The National Libraries agree that this is the best way they can contribute, as it fits most closely with their own strategic plans and current activities. It was agreed that we would look at a framework for the new scope of ICABS and a model for how best the National Libraries in ICABS can best take this forward collectively. Caroline Brazier of the British Library (BL) and Hans Jensen of the Koninklijke Bibliotheek (KB) will work on an initial draft for discussion by the partners.

It was recognised at the meeting that one aspect of the original ICABS scope does not fit well within the proposed new scope. This is the direct funding and support for some of the core activities of particular interest to Division IV and the Cataloguing Section Committee. All the National Libraries involved already give additional funds to IFLA to support core activities, over and above their membership subscriptions. In addition, the British Library and Deutsche Nationalbibliothek have funded some additional requests directly.

The National Libraries are committed to continuing funding for the core activities, but more discussion needs to be held between IFLA and the National Libraries about the best way to administer and distribute this funding in accordance with IFLA strategy and priorities. Some models were discussed at the meeting e.g. specifying which core activities funding goes to. However, as time was short, no final decision was reached.

Elisabeth Niggemann, Director of the Deutsche Nationalbibliothek, proposed this change in direction for ICABS at the CDNL meeting held on Wednesday 22 August. Peter Lor was in attendance at this meeting. The change in direction was agreed by CDNL, though it was understood that more discussion will be needed on the funding question.

Once discussions have been held between IFLA central administration and the National Library Directors, the ICABS Advisory Board members will keep the Division and Section Committees informed of changes.

Caroline Brazier
British Library
30 August 2007

Appendix XXII: Cataloguing Section. Strategic Plan 2007-2009

Cataloguing Section. Strategic Plan 2007-2009

Mission

The Cataloguing Section of IFLA is the leader of international developments in cataloguing theory, activities, and standards development. The Section analyzes the principles and functions of cataloguing activities for all types of materials and media, including both bibliographic and authority information, for the benefit of all kinds of users. The Section proposes and develops cataloguing rules, guidelines, and standards for bibliographic information, taking into account the developing electronic and networked environment in order to promote universal access to and exchange of bibliographic and authority information.

The Section also provides leadership in the development of various standards and guidelines related to data modeling (e.g. FRBR, FRAD, FRSAR), bibliographic activities, such as corporate name headings, authority entries, OPAC displays, and metadata standards. Co-operation with other sections is in many of these cases needed and desired.

Goals

1. Promote the development of an international cataloguing code for bibliographic description and access.

(Pillar: Profession; Professional priorities: (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines, and best practice)

- 1.1 Share the draft statement of international cataloguing principles of the IFLA Meeting of Experts on an International Cataloguing Code (IME ICC) as updated at Seoul in 2006 and at Pretoria in 2007 with former meeting attendees and with other IFLA sections, especially the Classification and Indexing Section and the Bibliography Section.
- 1.2 Encourage translations of the draft statement of international cataloguing principles and glossary; make those translations and other information available on the meeting Web sites.
- 1.3 Prepare the report in 2007 for IME ICC 5 (Pretoria) to submit to publishers in 2008.

- 1.4 Conduct a worldwide review of the draft statement in 2008 to determine the final statement of cataloguing principles and publish it in 2008; encourage translations of the final statement for posting on IFLA Web sites and possible IFLA publication in the IFLA Bibliographic Control series.
- 1.5 In 2008, begin the work of a Working Group on an International Cataloguing Code for description and access to create a code for rule-makers. Take into account subject cataloguing as relevant. Collaborate with the Bibliography Section, the Classification and Indexing Section, and other sections as appropriate. Include review of existing and recently updated codes.

2. Continue development and use of the Functional Requirements for Bibliographic Records (FRBR) model.

(Pillar: Profession; Professional priorities: (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines, and best practice)

- 2.1 Maintain and develop the FRBR model in entity-relationship formulation by issuing amendments, following world-wide reviews.
 - Issue the amendment to section 3.2.2 (expression entity) by end of 2007;
 - Assess any amendments to be recommended by the Working Group on Aggregates;
 - Assess other reviewing suggestions and follow through as appropriate.
- 2.2 Make plans to adjust the model to reflect the work of the FRANAR and FRSAR groups and the work on the object-oriented formulation of FRBR.
- 2.3 Develop an object-oriented formulation of FRBR jointly with CIDOC-CRM.
 - Complete version 1.0 of FRBRoo and issue it for comment in 2008;
 - Develop a "core" model for implementation;
 - Support the development of an implementation prototype.
- 2.4 Liaise with appropriate bodies in other communities (such as the Dublin Core Resource Description and Access Task Force) and explore opportunities to express FRBR in other conceptual models and applications.
 - Complete a project to create RDF namespaces for FRBR entities in 2008.

- 2.5 Develop, update and make available guidelines and interpretative documents to assist those applying the FRBR model.
 - Update the FRBR Bibliography semi-annually;
 - Prepare new FAQs for the FRBR pages on IFLANET, starting with those on the expression entity;
 - Provide interpretive text on the treatment of aggregates within FRBR.
- 2.6 Continue representation on the IFLA Working Group on Functional Requirements and Numbering for Authority Records (FRANAR) and on the IFLA Working Group on Functional Requirements of Subject Authority Records (FRSAR).
- 2.7 Maintain liaisons between the FRBR Review Group and the ISBD Review Group and with rule-makers in order to have the main principles of FRBR reflected in cataloguing codes.
- 2.8 Liaise with ICABS, other IFLA units, vendor groups (such as the ALA FRBR Implementers' Group), and with other relevant groups to assure widespread awareness and use of FRBR.
- 2.9 Monitor and publicize translations of the FRBR document.

3. Continue ISBD revision.

(Pillar: Profession; Professional priorities: (f) Promoting resource sharing; (i) Promoting standards, guidelines, and best practice)

- 3.1 Develop a policy recommendation on formulation and use of material designators in bibliographic records in 2008 for publication in 2009.
- 3.2 Begin the work on the first revision to the consolidated ISBD for publication in 2009.
- 3.3 Develop a supplement of examples to submit to publishers in 2008.
- 3.4 Provide leadership in encouraging harmonization of existing cataloguing rules with the ISBD through communication with rule-making bodies internationally, with the Joint Steering Committee for Development of RDA, and with the new Working Group on an International Cataloguing Code that is to be formed in 2008.
- 3.5 Liaise with ICABS, the IFLA/IPA Steering Group, with other IFLA units, and with other relevant groups to assure widespread use of the ISBD as a metadata content scheme.

3.6 Encourage translations of the consolidated ISBD.

4. Provide leadership in defining cataloguing processes, the role of cataloguing activities and the cataloguer in particular in the context of digital publishing; develop guidelines for organizing the expanding amount of digital resources.

(Pillar: Profession; Professional priorities: (f) Promoting resource sharing; (i) Promoting standards, guidelines, and best practice; (k) Representing libraries in the technological marketplace)

4.1 Include a paper at Québec open session on the treatment of metadata in DAISY books in co-operation with the Libraries for the Blind Section.

4.2 Include a paper at Québec open session on the sharing of standards within libraries, museums and archives to facilitate cultural heritage discovery.

4.3 Begin developing guidelines for bibliographic data for digital objects.

4.4 Begin identifying appropriate partners in digital publishing and tool-makers for digital publishing for consultation and promotion of bibliographic standards.

5. Develop additional approaches, standards, rules, and lists for information that provide access to bibliographic and authority data in all languages.

(Pillar: Profession; Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (i) Promoting standards, guidelines, and best practice)

5.1 Publish *Anonymous Classics*, Part 3, Africa. Distribute Part 4, Asia, for review. Develop contacts for work on Part 2, Latin America.

5.2 Monitor Unicode activities and keep the Section members informed of new developments via the Section newsletter.

5.3 Support the work on the virtual international authority file (VIAF) project and share information about the project.

5.4 Continue updating *Names of Persons*. Invite comments, additions, and updates. Add Chinese section.

6. Explore opportunities for promoting cataloguing activities, especially for developing countries.

(Pillars : Society, Members, Profession; Professional priorities: (c) Promoting literacy and reading; (f) Promoting resource sharing; (h) Developing library professional; (i) Promoting standards, guidelines, and best practice)

- 6.1 Ensure that the section standards, guidelines, and reports are available in print and/or on IFLANET.
- 6.2 Continue to promote bibliographic standards and information about cataloguing developments around the world via documents from Standing Committee groups, the Section newsletter, and information in *International Cataloguing and Bibliographic Control*.
- 6.3 Provide updated information for the division's listing of standards.

7. Provide information about the work of the Section and Standing Committee.

(Pillars : Members, Profession; Professional priorities: (a) Supporting the role of libraries in society; (d) Providing unrestricted access to information; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines, and best practice)

- 7.1 Assure distribution of all relevant documents to all Section members.
- 7.2 Continue communication of Section and Standing Committee activities through the Section newsletter, the open programme of the Section, IFLANET, *ICBC*, *CATSMAIL* (the Section list) etc.
- 7.3. Post the strategic plan of the Section on IFLANET and encourage translations.
- 7.4. Encourage translations of Section documents and of open programme papers.

8. Promote membership in the Section, emphasizing a broader geographic representation on the Standing Committee.

(Pillars : Members, Profession; Professional priorities: (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines, and best practice)

- 8.1 Involve more representatives from existing institutional members in attending meetings of the Standing Committee and in participating in the various Working Groups of the Section by emphasizing opportunities in the Section newsletter and via CATSMAIL (the Section list).
- 8.2 Send information on the activities of the Section to library associations in underrepresented regions of the world, to IFLA offices for Asia and Latin America, and to chairs of sections in IFLA Division VIII.

Appendix XXIII: IFLA Cataloguing Section 2006/2007 Financial Statement, July 31, 2007/August 10, 2007

Judith Kuhagen

I. Administrative account for 2007

Allotment from IFLA Headquarters/Current balance	€	815
Reimbursement if approved for Guerrini's Mar. 2007 travel	€	294
Balance after approval	€	<u>521</u>

Comments: There were no costs for production of *SCATNews* and no costs for copying at WLIC Seoul. The Mar. 2007 travel was related to a meeting of the IFLA/IPA (International Publishers' Association) Steering Group in Turin, Italy; the Section was asked to send a representative for the discussion of the cooperation between publishers and libraries in the area of bibliographic control; the SC will need to approve this reimbursement request during its meeting in Durban. The balance in the account is to be returned to IFLA at the end of 2007; sections are not allowed to carry balances in administrative accounts into the next budget year.

II. Consolidated ISBD special projects account

Balance, Aug. 14, 2006	€	1838
Reimbursement approved for McGarry's Nov./Dec. 2006 travel	€	925
Balance , July 31, 2007	€	<u>913</u>

Comments: The Nov./Dec. 2006 travel was related to the Paris meeting of the Study Group on the Future Directions of the ISBDs as it revised the draft after the 2006 worldwide review. The balances have been updated to reflect corrections due to currency conversion and bank fees. More reimbursements may be authorized before the end of 2007 when the balance is to be returned to IFLA Headquarters.

III. IFLA Meeting of Experts on an International Cataloguing Code (IME ICC)

These project funds are kept in the Division's account and are handled by the division.

Judith A. Kuhagen, Chair/Treasurer, Cataloguing Section
[Revised 10 August 2007 to adjust ISBD amounts]

**Appendix XXIV: IFLA Cataloguing Section 2007/2008 Budget Proposal July 31,
2007/August 10, 2007**

Judith Kuhagen

Administrative account

Expected amount from IFLA Headquarters	€ 815
Production of <i>SCATNews</i>	€ 0
Copying during WLIC Durban	€ 50
Balance	€ 765

Comments: Because Bill Garrison didn't report any expenses for the production of *SCATNews* in 2007 (his institution supported that activity), an amount for that activity isn't being included for 2008. Amounts may need to be added for other activities related to revision of the Section's strategic plan in Durban.

Consolidated ISBD special projects account

Balance after Nov./Dec. 2006 travel reimbursement € 913

Comment: More reimbursements may be authorized by the Chair (Standing Committee approval not needed for a special projects account) before the end of 2007 when the balance of the original € 3000 is to be returned to IFLA Headquarters.

Judith A. Kuhagen, Chair/Treasurer, Cataloguing Section
[Revised 10 August 2007 to adjust ISBD balance]