



35th Annual Conference
Sheraton Colony Square, Atlanta, Georgia, April 26-May 1

ARLIS/NA Cataloging Advisory Committee
Sunday, Apr. 29, 2007, 1:30 p.m.-3:00 p.m.

Meeting minutes submitted by Kay Teel, Stanford University Libraries

The meeting convened at 1:30 p.m.

The chair of the ARLIS/NA Cataloging Advisory Committee (CAC) introduced the members of the committee who were in attendance, welcomed the many visitors to the meeting, and thanked the outgoing liaisons and incoming liaisons to ALA Committee on Cataloging: Description and Access (CC:DA), ALA Subject Analysis Committee (SAC), and ALA Committee on Machine-Readable Bibliographic Information (MARBI).

CAC Members for 2007/2008:

Lynda Bunting, Museum of Contemporary Art, Los Angeles; Sherman Clarke, New York University; Linda Cuccurullo, Massachusetts Institute of Technology; Elizabeth Lilker, New York University; Elizabeth O'Keefe, Morgan Library and Museum; Maria Oldal, Morgan Library and Museum; Sarah Quimby, Minneapolis Institute of Arts (unable to attend the meeting); Daniel Starr, Metropolitan Museum of Art; and Kay Teel, Stanford University (chairperson).

ARLIS/NA Executive Board liaison: Sue Koskinen (unable to attend the meeting).

Liaisons:

For 2007/2008, the ARLIS/NA liaison to CC:DA will be Elizabeth Lilker. She will work with Daniel Starr, the outgoing liaison, on transferring the duties and responsibilities of this important role in a timely and seamless manner.

Linda Cuccurullo, ARLIS/NA liaison to SAC, will not be able to continue in her role as SAC liaison. Sherman Clarke agreed to take over as SAC liaison unless another ARLIS/NA member is interested in this role.

Liz O'Keefe will continue as MARBI liaison for 2007/2008.

Old business:

Best practices for cataloging exhibition publications is an ongoing project of the committee. The first part, "Titles and Statements of Responsibility," will become an ARLIS/NA online publication with the assistance of the ARLIS/NA Publications Committee. Kraig Binkowski from the Publications Committee requested an introductory document to clarify what the document is, whom it serves, and how it may be used. Liz O'Keefe has begun a draft of an introduction and will share it with the committee for revisions.

Goal: Complete the introductory document and submit it to the Publications Committee along with a revised version of "Titles and Statements of Responsibility" for online publication on the ARLIS/NA web site (AWS).
Deadline: By Sept. 1, 2007. (Strategic Plan objectives II.A., II.C., and IV.C.)

The CAC agreed to begin work on the next part of the best practices, focusing on bibliographic notes.

Goal: Complete the "Notes" part and submit it to the Publications Committee for revision. Deadline: By May 2008. (Strategic Plan objectives II.A., II.C., and IV.C.)

The CAC agreed to proceed with work on the content of the best practices before worrying about the final arrangement of the parts on the AWS, although we will bear in mind the usefulness of the parts both as individual documents and as a unified publication.

Based on ARLIS/NA member feedback, the CAC will include discussion and best practices/guidelines for cataloging exhibition publications issued periodically and/or without distinctive titles in a future document.

As a constituency reporting to CC:DA and to represent the interests and concerns of art library catalogers, the CAC responds to developments in the broader cataloging community such as the development of *Resource Description and Access (RDA)*, a successor code to Anglo-American Cataloging Rules, 2nd edition (AACR2) based on the Functional Requirements of Bibliographic Records (FRBR). Elizabeth Lilker, as incoming CC:DA liaison, discussed the scope and means of receiving feedback on the chapters of RDA as they are released, and the appropriate methods of responding. She stressed that as liaison, she represents ARLIS/NA as a whole, and would like to receive the responses and opinions of all members concerned about RDA, not just the members of the CAC. The CAC agreed that official responses emanating from the committee must be a consensus among the committee members, and Elizabeth pointed out that any individual may respond to RDA on its website.

Goal: Represent ARLIS/NA and art library catalogers in responding to RDA as its chapters are released for public comment. Deadline: Ongoing as drafts of the RDA chapters are released. (Strategic Plan objectives I.A., II.C., and III.)

An issue discussed at the 2006 business meeting in Banff was the problem of how artists' groups (movements as well as groups of individual artists acting and creating works collectively) are treated as subjects in Library of Congress

Subject Headings, and not as name headings which can be traced as author added entries. The CAC did not pursue this problem in 2006/2007, but in the interim, the Functional Requirements for Authority Data (FRAD) has been released and CC:DA will submit its response by June 11, 2007. The committee agreed that this would be an appropriate way to bring the issue of artists' groups to the wider cataloging community, and will draft a response to FRAD.

Goal: Respond to FRAD on the entity types of concern to art catalogers but problematic under current AACR2-based rules, particularly artists' groups. Deadline: By May 31, 2007. (Strategic Plan objectives I.A., II.C., and III.)

New business:

The CAC reviewed the seed questions formulated by ALA SAC for the May 9, 2007, meeting on "Structures and Standards for Bibliographic Data" to be held in Chicago. After some discussion about this series of regional meetings being convened by the Library of Congress, it was agreed that the CAC did not need to respond to or augment SAC's questions, nor draft questions of its own. No members of the committee will be able to attend the May 9th meeting.

The CAC is committed to continuing publication of best practices for cataloging exhibition publications, and it is possible that the committee will embark on new publications in the future. It is desirable that these publications become part of ARLIS/NA's publication program, either online or in print, and to this end the committee will need to work with and respond to the Publications Committee. Kay Teel, who did a portion of the copy-editing of the "Titles and Statements of Responsibility" document, raised the question of assigning a committee member to be responsible for these tasks so that there will be continuity of effort even as the membership of the CAC changes. After some discussion and clarification of what kind of role this would be, the CAC decided that assigning a member to be a "notes editor" would be useful. The CAC will discuss this further in e-mail as it develops the next part of the best practices, and assign a member to this role.

Related to this discussion, the CAC expressed its frustration with the AWS as a publishing venue. The lack of response and difficulty in getting outdated information changed are troubling. The CAC appreciates the hard work of the web site editors and believes that the troubles with the AWS urgently need to be addressed by the Executive Board. If the AWS is to be a benefit of ARLIS/NA membership and a vehicle for timely communication among members, more resources need to be invested in it.

The CAC discussed the ARLIS/NA Assessment Task Force recommendations on the restructuring of ARLIS/NA. The CAC feels it has a clear charge and function within ARLIS/NA and was pleased that the recommendations allowed the CAC to continue. Other cataloging groups within ARLIS/NA, in whatever form, shall continue to interact with the CAC and inform its actions by

highlighting current issues and problems within the art cataloging community.

The CAC does not have its own web page or web presence and conducts its business throughout the year via e-mail and at the annual business meeting. Given the current state of the AWS, the committee decided not to discuss this matter further, but noted that if the web site provided us with such tools as wikis and community blogs, we would make use of them.

There was no call for additional new business for 2007/2008.

The SAC liaison, Linda Cuccurullo, distributed her report on SAC's activities and answered questions. The MARBI liaison, Liz O'Keefe, reported that there was nothing urgently requiring a response. The CC:DA liaison, Elizabeth Lilker, had covered the main points regarding RDA earlier in the meeting.

The meeting adjourned at 3:00 p.m.

Appendix: Subject Analysis Committee Liaison's report, submitted by Linda Cuccurullo, Massachusetts Institute of Technology

CCS Subject Analysis Committee liaison report

Submitted by Linda Cuccurullo 4/29/2007

1. ALA Annual Conference 2006, New Orleans, LA

The minutes of the annual meeting are available on the SAC website:

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

2. ALA Midwinter Meeting 2007, Seattle, WA

The minutes of the meeting will soon be available on the SAC website. I have excerpted and/or summarized below some of the discussion issues that might be particularly relevant to the ARLIS group:

A. Discussion of relevant MARBI proposals and discussion papers

2007-01: "Definition of Subfields \$b and \$j in Field 041." This proposal was passed.

2007-02: "Incorporating Invalid Former Headings in 4XX Fields of the MARC 21 Authority Format." This proposal was passed as amended. Since OCLC has implemented the authority history, anyone can go in and see previous iterations of authority records.

2006-DP02: Preference by straw vote was to use the 520 and the discussion paper was approved.

B. Excerpts from the report of the Liaison from the Cataloging Policy and Support Office of the Library of Congress (Lynn El-Hoshy)

National Audio-visual Conservation Center (NAVCC). The Library's new National Audio-Visual Conservation Center, located near Culpeper, Va., is scheduled for completion in March 2007. Staff of the Motion Picture, Broadcasting, and Recorded Sound Division (MBRS) currently working in Washington and Dayton, Ohio, will begin relocating to the center in late April, with all collections processing and preservation activities ramping up during the summer months. The center has been built for the Library by the Packard Humanities Institute, and when the Institute donates the finished 45-acre property to the government this spring, it will be the largest private-sector gift in the history of the Library of Congress. The facility is opening in two phases. Phase 1, comprised of the Collections and Central Plant, opened in January 2006. To date, nearly 4 million film, video, and sound collection items have been moved into the 140,000 square foot storage building, and nearly 30 Library and facilities operations staff and contractors are already working onsite. Phase 2 includes newly constructed nitrate film vaults, comprised of 124 individual vaults within two storage pods, as well as the new Conservation Building that will house the MBRS Division's administrative,

curatorial, and processing staffs and the preservation laboratories for film, sound, and video. MBRS continues to develop the new workflow, production and archiving systems that will be implemented at the NAVCC and that will integrate and automate all of the center's business procedures.

Working Group on the Future of Bibliographic Control. Associate Librarian for Library Services Deanna Marcum has convened a Working Group on the Future of Bibliographic Control to examine the future of bibliographic description in the 21st century. Composed of leading managers of libraries, library organizations, OCLC, Inc., Google, Inc., and Microsoft, Inc., the working group is chaired by José-Marie Griffiths, dean of the School of Information and Library Science at the University of North Carolina at Chapel Hill. Building on the work and results of the Library's Bicentennial Conference on Bibliographic Control for the New Millennium (2000), the new group will present findings on how bibliographic control and other descriptive practices can effectively support management of and access to library materials in the evolving information and technology environment; recommend ways in which the library community can collectively move toward achieving this vision; and advise the Library of Congress on its role and priorities. The working group met for the first time on November 2-3 at LC. The group has decided to hold three invitational regional meetings during 2007. The venues will be in or near large airports in different regions of the U.S. to make it easier for a broad range of participants to travel to the meetings. Each regional meeting will focus on one of three themes: Uses and Users; Structures and Standards; and Economics and Organization. The meetings will be preceded by distribution of a background paper that gives an overview of the current environment in which bibliographic control takes place. In July or August, after the three meetings have taken place, the Working Group will meet again to draft a report and recommendations by September 1 for public comments, which will be taken into account in the group's final report, to be issued by November 1, 2007. More information on the Library of Congress Working Group on the Future of Bibliographic Control is available at <<http://www.loc.gov/bibliographic-future>>.

Shelf-Ready Projects. The ABA Directorate continued to make use of selected external sources of data for cataloging. The Casalini Shelf-Ready Project, which began as a pilot in FY2004, was in full production and proceeded smoothly throughout the year. For payments totaling \$350,000, the Library's Italian book dealer, Casalini libri, provided core-level cataloging and digital tables of contents for 4,140 books that the Library purchased from Casalini. When the books arrived, they could be processed on receipt by acquisitions staff and sent directly to the Collections Access, Loan, and Management Division or to Binding and Collections Care, as needed. Staff of RCCD, AFAOVOP, and the Asian Division planned and coordinated a successful dealer selection and cataloging experiment with the Japanese vendor Kinokuniya. The experiment may lead to continued provision of material and bibliographic data by Kinokuniya in the future. To address

concerns from the larger community about new uses of commercial data, the director for ABA formed a Vendor Cataloging Task Force consisting of representatives from large research libraries. The task force was to consider pricing and distribution models and the potential for repurposing of cataloging produced by foreign national libraries.

Database Improvement. The database improvement unit in CPSO has updated approximately 875,000 records since the unit was formed on June 28, 2004. The team corrected obsolete subject headings and descriptive access points in bibliographic records as well as name authority records. The team is keeping current with updating subject access points on LC bibliographic records prompted by the weekly lists of subject headings. Approximately 1,000 name headings with open dates have been updated to include the death date of the individual. Other discrepancies for these same headings such as wrong tags, typos, or incorrect dates have also been corrected

Non-roman Data in Authority Records. The Library of Congress has initiated discussions with major authority record exchange partners (OCLC, British Library, National Library of Medicine, Library and Archives Canada) to outline the steps necessary to provide non-Roman data in authority records issued as part of the LC/NAF (LC/NACO Authority File). An early agreement has been reached to use the "regular" MARC 21 tags for including non-Roman data (e.g., 4XX, 7XX) in authority records, rather than paired "regular" and 880 fields that is the current model for bibliographic record exchange. A proposed model for when and how to record non-Roman forms of established headings, and a timeline for including the data in NACO distributions are currently under discussion. LC and the NACO partners will release information on this timeline as it becomes available.

Form/Genre Headings: Moving Images. CPSO continues to work with cataloging staff in the Moving Image Section of the Motion Picture, Broadcast & Recorded Sound Division to analyze the genre/form terms for moving image materials. Although it was hoped that draft proposals would be ready for review prior to ALA Midwinter, more time will be necessary to reach this step.

Classification Proposals. A new automated system for submitting classification proposals and producing the Library of Congress Classification Weekly Lists was implemented on November 13, 2006. The new system is being used by LC catalogers and PCC SACO participants who subscribe to *Classification Web*. Users of LC Classification Weekly Lists will have noticed a change in the appearance of the weekly lists beginning with List 49 (December 6, 2006), with implementation of the new automated system for producing the lists. The most noticeable change is the absence of italicized "anchor" numbers and lines, which formerly served to indicate the location of new numbers and captions. New captions are now accompanied by their full hierarchy, which show the location of the caption in context.

C. IFLA report / David Miller

The papers from the 2006 World Library and Information Congress (WLIC) in Seoul

are available at <http://www.ifla.org/IV/ifla72/Programme2006.htm>,

D. Report on the SACO-At-Large Meeting / John N. Mitchell.

The second edition of the *SACO Participants' Manual* will be available in electronic

form as a PDF document. A spring 2007 publication date is expected.

The development of the "Basic SACO" Web-based course continues to progress and

the course is scheduled to be unveiled at the 2007 ALA Annual Meeting.

There was a discussion of how current Classification Web subscribers may use the online form for classification proposals.

Jimmie Lundgren, a SACO Mentor and Trainer, provided an in-depth look at the University of Florida's proposal to add the 034 field to authority records for geographic coordinates associated with place names. The full text MARBI proposal [Definition of Field 034 for Geographic Coordinates in the MARC 21 Authority Format](#) was jointly sponsored by ALA/MAGERT Cataloging and Classification Committee.

E. Report on the Functional Requirements for Subject Authority Records / Lois Chan, Ed O'Neill

The presentation is available at:

<http://www.slis.kent.edu/%7Emzeng/FRSAR/FRSAR-ifla06.ppt>

F. Report of the SAC Subcommittee on LCC Training Materials

The workshop will be given as a two-day preconference at Annual 2007 in Washington, D.C. The series training workshop being developed by another PCC/CCS group will be presented at the same time.

The timeline for the group's remaining work is:

- Preconference at ALA 2007
- Final revisions to CDS soon after preconference
- Train-the-trainer session Fall 2007 (tentative timing)
- Workshop generally available for hosting late Fall 2007

G. FAST Project update / Ed O'Neill

The FAST team has completed the last three facets: Chronological Periods, Events (Conference and Meeting Names) and Uniform titles. The subcommittee members decided at the meeting that we are going to look at a sample of the three facets to provide the FAST team with some feedback. Ed O'Neill will send the chair of the subcommittee a sample in March 2007. The subcommittee members reviewed the charge and decided to extend the life of the subcommittee until Midwinter 2008.

H. Report of the SAC Form/Genre Subcommittee

Many Library of Congress Subject Headings represent what materials are rather than what they are about, especially in the areas of literature, film, music, and cartographic resources. Authority records for form/genre terms and use of the MARC 21 655 field provide new opportunities for access to form headings in the library catalog. A program at ALA Annual 2007 (Saturday, June 23 from 1:30-3:30) will introduce general form/genre issues and explore how libraries and patrons are managing and using form/genre terms.

I. Report of the SAC Subcommittee on the Future of Subject Headings

The 17 member subcommittee has broken into 4 groups to take on the 4 areas of SWOT, Strengths, Weaknesses, Opportunities and Threats to answer the question: Does Library of Congress Subject Headings (LSCH) provide a vehicle to adequately reflect subject discovery. If it doesn't, where and what are the weaknesses. And the answer will: It does because... or It should change because...

J. Discussion of The Simple Knowledge Organisation System: Bringing Vocabularies to the Web – using the registry for semantic mapping (<http://arxiv.org/abs/cs.DL/0605111>)

Diane Hillman reported on work being done with SKOS. For more information please go to: <http://metadataregistry.org>.