**Committee on Cataloging: Description & Access**

**2015 Annual Conference**

**Agenda**

Note: Links are provided to the documents listed on the agenda. These are working documents and are to be used as part of the RDA revision process. They are not to be copied or distributed without permission from the Chair of CC:DA.

**Saturday, June 27, 1:00-5:00 pm**

**Parc 55 San Francisco, Embarcadero Room**

1. Welcome and opening remarks: Chair (1:00, 5 min.)
2. Introduction of members, liaisons, and representatives: Group (1:05, 5 min.)
3. Adoption of agenda: Chair (1:10, 5 min.)
4. Approval of minutes of meeting held at 2015 Midwinter Meeting: Chair (1:15, 5 min.)

[Minutes of the meeting held at the 2015 ALA Midwinter Meeting in Chicago, Illinois – January 31 and February 2, 2015](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/min201501.pdf) [PDF]

1. Report from the Chair (1:20, 10 min.)

[Chair’s Report on CC:DA Motions and Other Actions January-June 2015](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/CCDAChair2014-201506.pdf) [PDF]

1. Report from the Library of Congress Representative: Reser (1:30, 10 min.)

[Library of Congress Report](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/LC-2015-06.pdf) [PDF]

1. Report of the ALA Representative to the Joint Steering Committee: Glennan (1:40, 20 min.)

[Report on JSC Activities, January-June 2015](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/JSCrep-kpg-2015-6.pdf) [PDF]

1. Proposal from TF on Machine-Actionable Data Elements in RDA Chapter 3: Lapka/Hillmann (2:00, 40 min.)

[Revision Proposal (June, 2015)](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/tf-MADE_RDA-Chap3-rev2015-06.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2032)]

1. Proposal from RBMS: Haugen (2:40, 20 min.)

[Proposal: References to Descriptions](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/RBMS-2015-1.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2073)]

1. Break (3:00, 20 min.)
2. Microphones/CC:DA meeting format: Chair (3:20, 30 min.)
3. Proposals from TF to Investigate the Instructions for Recording Relationships in RDA: Putnam (3:50, 40 min.)

[Revision to 3.1.4, Resources Consisting of More than One Carrier Type](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/tf-relationships-8.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2030)]

[Additional instructions in Chapter 27 for Structured Descriptions of the “Contained in” and “Container of” Relationships](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/tf-relationships-9.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2019)]

1. Proposals from the JSC Representative: Glennan (4:30, 30 min.)

[Create RDA 2.17.14, Note on Identifier for the Manifestation](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/JSCrep-kpg-2015-3.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2040)]

[Create new sub-instructions in RDA 2.17 for: Other Information Relating to Numbering of Serials (RDA 2.17.5.6) and Other Information Relating to a Series Statement (RDA 2.17.11.5)](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/JSCrep-kpg-2015-4.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2038)]

[Clarify Sources of Information instruction for Statement of Responsibility Relating to Title Proper (RDA 2.4.2.2)](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/JSCrep-kpg-2015-5.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2036)]

**Monday, June 29, 8:30-11:30 am**

**Parc 55 San Francisco, Embarcadero Room**

1. Welcome and opening remarks: Chair (8:30, 5 min.)
2. RDA governance and strategy changes: Dunsire (8:35, 30 min.)
3. Report from the PCC liaison: Robare (9:05, 10 min.)

PCC Report [PDF]

1. Report from the MAC Representative: Myers (9:15, 10 min.)

 Report of the MAC Liaison (Preliminary) [PDF]

1. Report of the CC:DA webmaster: Guajardo (9:25, 10 min.)
2. Encouraging feedback, next steps: Rendall, Bourassa (9:35, 10 min.)
3. Report from ALA Publishing Services: Hennelly (9:45, 30 min.)
4. Break (10:15, 20 min.)
5. Proposal from TF on Relationship Designators in RDA Appendix K: Maxwell (10:35, 30 min.)

[RDA Appendix K Revision and Expansion](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/6JSC-ALA-25-2015-06-draft.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2042)]

1. Proposal from OLAC: McGrath (11:05, 20 min.)

[Addition of new Chapter 3 elements for optical disc physical standard, optical disc recording method, and optical disc data type](http://alcts.ala.org/ccdablog/wp-content/uploads/2015/06/OLAC-2015-1.pdf) [PDF] [[Discussion](http://alcts.ala.org/ccdablog/?p=2071)]

1. Other new business; reports from the floor; announcement of next meeting, and adjournment: Chair (11:25, 5 min.)