

Association for Library Collections & Technical Services  
(A division of the American Library Association)  
Cataloging and Metadata Management Section  
Committee on Cataloging: Description and Access

**Minutes of the meeting held at the  
2017 ALA Midwinter Meeting in Atlanta, Georgia  
January 21 and 23, 2017  
Draft**

**Members present:**

Tina Shrader, Chair  
Mary Anne Dyer  
Teresa M. Keenan  
Tim Kiser  
Jennifer A. Liss  
Sandra Macke  
Nancy Mitchell Poehlmann  
Amanda L. Ros  
Beth (Dr. Elizabeth Anne) Shoemaker  
Heather McIntosh, Intern  
Emily Thaisrivongs, Intern  
Richard Guajardo, Webmaster

**Ex-officio representatives:**

Kathy Glennan, ALA Representative to the RSC  
Dave Reser, Library of Congress, ex officio  
Jay Weitz, OCLC, ex officio; IFLA Cataloging Section Liaison

**ALA Liaisons present:**

Andrea Morrison, ALA/GODORT  
Felicity Dykas, ALA/ACRL  
Peter Fletcher, ALCTS/CRS  
Amy Tims, ACRL/RBMS  
Jessica Hayden, ALCTS/MIG  
Yoko Kudo, CC:AAM  
Robert Maxwell, SAC  
Ken Wade, ALA/RUSA  
Min Zhang, ALA/MAGIRT

**Non-ALA Liaisons:**

Robert Bratton, AALL  
Thomas Diszak, CLA  
Diane Hillmann, DCMI

Mary Huisman, MLA  
Armin Siedlecki, ATLA  
Kelley McGrath, OLAC  
John Myers, MAC  
Diane Napert, ARSC  
Weatherly Stephan, SAA  
Lori Robare, PCC  
Karen Stafford, ARLIS/NA  
Amanda K. Sprochi, MedLA

**Notes:**

- I. The minutes do not necessarily record discussion in the order in which it occurred. Material may have been rearranged in order to collocate items related to specific topics for clarity.
- II. While recordings of the CC:DA meetings were made, the process of transcription is laborious. Only in some cases are exact quotes included.
- III. In CC:DA minutes, a “vote of the Committee” indicates a poll of the actual voting members rather than of representatives/liasons of particular agencies or groups. These votes are a formal representation of Committee views. The Chair rarely votes except to break a tie. The term “straw vote” indicates a poll of the ALA and other organizational representatives/liasons to CC:DA who are present. Such votes are advisory and are not binding upon the Committee. Where no vote totals are recorded, and a CC:DA position is stated, the position has been determined by consensus.
- IV. In CC:DA minutes, the term “members” is used to apply to both voting and nonvoting appointees to the Committee. Where a distinction is necessary, the terms “voting members” and “liasons” are used.
- V. Abbreviations and terms used in these minutes include:

**AALL** = American Association of Law Libraries  
**AAP** = Authorized access point  
**ABA** = LC Acquisitions and Bibliographic Access Directorate  
**ACRL** = Association of College and Research Libraries  
**ALA** = American Library Association  
**ALCTS** = Association for Library Collections & Technical Services  
**AP** = Application profile  
**ARLIS/NA** = Art Libraries Society of North America  
**ARSC** = Association for Recorded Sound Collections  
**BIBFRAME** = Bibliographic Framework Initiative

**BSR** = BIBCO Standard Record  
**CaMMS** = ALCTS/Cataloging and Metadata Management Section  
**CC:AAM** = ALCTS/CaMMS/Committee on Cataloging: Asian and African Materials  
**CC:DA** = ALCTS/CaMMS/Committee on Cataloging: Description and Access  
**CCC** = Canadian Committee on Cataloguing  
**CCM** = ALCTS/CaMMS/Cataloging of Children's Materials Committee  
**CRS** = ALCTS/ Continuing Resources Section  
**CSR** = CONSER Standard Record  
**DCMI** = Dublin Core Metadata Initiative  
**DCRM(C)** = Descriptive Cataloging of Rare Materials (Cartographic)  
**EURIG** = European RDA Interest Group  
**FRBR** = IFLA's *Functional Requirements for Bibliographic Records*  
**FRBR-LRM** = IFLA's *FRBR-Library Reference Model*  
**FRBRoo** = FRBR-object oriented  
**GODORT** = ALA/Government Documents Round Table  
**IFLA** = International Federation of Library Associations and Institutions  
**IFLA-LRM** = IFLA-Library Reference Model  
**JSC** = Joint Steering Committee for Development of RDA (up to 2016)  
**LC** = Library of Congress  
**LC-PCC PSs** = Library of Congress Policy Statements  
**MAGIRT** = Map and Geospatial Information Round Table  
**MAC** = MARC Advisory Committee  
**MARC** = Machine-Readable Cataloging  
**MedLA** = Medical Library Association  
**MIG** = ALCTS/Metadata Interest Group  
**MulDiCat** = IFLA's *Multilingual Dictionary of Cataloguing Terms and Concepts*  
**MusLA** = Music Library Association  
**NARDAC** = North American RDA Committee  
**OLAC** = Online Audiovisual Catalogers  
**OMR** = Open Metadata Registry  
**PCC** = Program for Cooperative Cataloging  
**PSD** = Policy and Standards Division of the Library of Congress  
**RBMS** = ACRL/Rare Books and Manuscripts Section  
**RSC** = RDA Steering Committee  
**RDA** = *Resource Description and Access*  
**RDF** = Resource Description Framework  
**RUSA** = Reference and User Services Association  
**SAC** = ALCTS/CaMMS/Subject Analysis Committee  
**SAA** = Society of American Archivists  
**SCA** = PCC Standing Committee on Automation  
**SCS** = PCC Standing Committee on Standards  
**SCT** = PCC Standing Committee on Training  
**SLA** = Special Libraries Association

**URI** = Uniform Resource Identifier

**WEMI** = Work/expression/manifestation/item, the FRBR group 1 entities

*Saturday, January 21, 1:00–5:30 p.m.  
OMNI Hotel, International Ballroom F*

**1375. Welcome and opening remarks: Chair**

Tina Shrader, **Chair**, called the meeting to order at 1:03 p.m., and welcomed voting members, liaisons, representatives, and audience members.

**1376. Introduction of members, liaisons, and representatives: Group**

Committee members, liaisons, and representatives introduced themselves.

The **Chair** invited committee members, liaisons, and representatives to initial a roster sheet and audience members to sign a separate attendance sheet.

**1377. Adoption of agenda: Chair**

The **Chair** invited a motion to adopt the agenda as posted. **Shoemaker** moved, **Dyer** seconded, and the motion passed unanimously.

**1378. Approval of minutes of meeting held at 2016 Annual Conference: Chair** [[Minutes of the meeting held at the 2016 ALA Annual Meeting in Orlando, Florida](#)]

The **Chair** explained that a draft of the minutes had been distributed to CC:DA prior to this meeting. Members' suggestions have been incorporated into the document. The **Chair** asked for additional changes to the minutes. None were posed. The **Chair** invited a motion to accept the minutes as final. **Ros** moved, **Shoemaker** seconded, and the motion passed unanimously.

**1379. Report from the Chair** [[Chair's Report on CC:DA Motions and Other Actions July-December 2016](#)]

The online report lists the votes that CC:DA had taken via e-mail between August 1 and December 31, 2016 to authorize ALA responses based on Committee discussion to 6 groups of proposals and discussion papers from other communities. All motions passed either 8-0 or 7-0. The **Chair** invited a motion from a voting member to confirm the preceding votes. **Kiser** moved; **Liss** seconded. The motion passed 9-0.

**1380. Report from the Library of Congress Representative: Reser** [[Library of Congress Report](#)]

**Reser** discussed highlights from his report posted on the CC:DA website. A fuller report is available at <http://www.loc.gov/ala/>.

Topics included:

- Staffing:
  - Additions: Dr. Carla D. Hayden was sworn in as the 14th Librarian of Congress in September; Yan “Clara” Liao was appointed Head of the Law Section, US Programs, Law and Literature Division (USPRLL) in ABA; Damian Iseminger was appointed Head of the Bibliographic Access Section in the Music Division; Manon Th  roux was appointed Cooperative Programs Specialist in the Cooperative and Instructional Programs Division (COIN).
  - Changes: David S. Mao will continue as Deputy Librarian of Congress; Robert R. Newlen has a new position as an additional Deputy Librarian for Institutional Advancement; Paul Frank was promoted to the position of PCC Program Coordinator in the Cooperative and Instructional Programs Division; Kate James and Melanie Polutta were appointed to Cataloging Policy Specialist positions.
  - Retirements: David Williamson, ABA Cataloging Automation Specialist; Mary Kay Pietris, Senior Cataloging Policy Specialist; Ferolyn Meyer, Head of the Benelux, France, and Italy Section, ALAWE.
- The Library still has not received an appropriation from the federal budget from October 2016 and is operating under continuing resolutions through April 28, 2017. The new initiatives that Dr. Hayden would like to undertake are restricted by the continuing resolutions.
- The PSD and the Cooperative and Instructional Programs Division are being merged and a new management plan is in the works. The new organizational structure will hopefully be completed by the end of FY2017.
- Cataloger’s Desktop development has been focused on enhanced searching. Questions and suggestions should be sent to Bruce Johnson.
- The proposed new Deseret table was approved by CC:DA. All current ALA-LC Romanization Tables are available at [www.loc.gov/catdir/cps/roman.html](http://www.loc.gov/catdir/cps/roman.html), as well as in Cataloger’s Desktop. Questions about romanization table development should also be directed to Bruce Johnson.
- LC-PCC PSs were released with the RDA Toolkit in the August (43 new, revised or deleted mostly related to incorporating new modules of DCRM) and October (6 updates) 2016 releases. About half of the PSs in the February 2017 release will be due to fast track changes.
- The Cataloging Distribution Service (CDS) launched a new initiative in November 2016, MDSConnect, which is an open-access version of the Library’s MARC records in the

cloud. There are currently about 25 million MARC records from 2014 available as an experiment.

- The Library's BIBFRAME work has been mostly on infrastructure components. The BIBFRAME Pilot Phase Two is scheduled to begin in 2017 with a focus on testing BIBFRAME 2.0 Vocabulary.

**1381. Report of the ALA Representative to the RDA Steering Committee: Glennan**  
[[Report on RSC Activities, July-December 2016](#)] [[RDA Developments of Note](#)] [[Synchronizing the Open Metadata Registry and the RDA Toolkit](#)]

Glennan reported on the following topics:

- RSC Membership
  - Linda Barnhart (UC San Diego, retired) was appointed the RSC Secretary Elect and will serve concurrently with the current RSC Secretary, Judy Kuhagen, until Kuhagen's retirement at the end of April 2017.
  - Daniel Paradis (Bibliothèque et Archives nationales du Québec) joined as the Translations Team Liaison Officer.
  - Recruitment for the Wider Community Engagement Officer is coming in 2017.
- RDA Governance
  - European representation has transitioned to a single representative, currently Renate Behrens (DNB). This is an interim arrangement while the European region continues to develop their governance structure. Since the governance structure is based on the United Nations regions, Great Britain is part of the European community.
  - The ACOC (Australian Committee on Cataloging) representative is working with colleagues in New Zealand to form ORDAC (Oceania RDA Community).
  - Efforts to create the basic structural outline, membership, etc. of NARDAC (North American RDA Committee) will resume in 2017, with no implementation planned until after the 2018 RDA Toolkit update. NARDAC must be fully in place by 2019.
    - Requirements from the RDA Board include the following:
      - Represent countries/organizations in the region who have implemented RDA.
      - Serve as a conduit between regional RDA users and RSC regarding RDA development.
      - Identify a single RSC representative who will serve a minimum of 2 years.
      - Develop and provide feedback on proposals.
      - Foster development of supporting structures.
      - Support RSC working groups by suggesting members.
      - Does not have to be a legal entity, but it does need terms of reference or a constitution.
    - Current assumptions for NARDAC include:

- Members will represent ALA (principally ALCTS), CCC, and LC.
- Each organization will identify their own representatives and determine term limits, etc.
- Decision-making will need to accommodate split recommendations instead of working solely on consensus.
- Select RSC representative and a chair, which may or may not be the same person.
- Be responsive to the represented communities and keep the lines of communication open.
- Working principles need to be further developed.
- Under discussion:
  - Membership consisting of 2 representatives from each of the 3 organizations, which will help share the workload and assist with succession planning. Also possible slots for when a particular task needs special attention and subject experts.
  - How closely should the North American structure resemble other structures?
- Opportunities for CC:DA members:
  - Form an unofficial North American working group to take on sections of the 3R project.
  - Attend the day-long RSC-sponsored event in Chicago on May 16
  - A question was raised about who chooses the ALA representatives and whether or not that would be the responsibility of CC:DA. This is another thing that needs to be worked on, but it might come from higher within the ALA structure. No matter what, the representatives will need to draw on the experts within CC:DA and the other groups within ALCTS such as SAC.
- Synchronizing the Open Metadata Registry (OMR) and the RDA Toolkit
  - **Glennan** provided an overview of how RDA is represented in the OMR, and how the information there flows out through RDA Vocabularies to the RDA Toolkit.
  - Changes started this past summer to support more Toolkit content coming directly from the OMR data; this allows for updating to take place in just one location, and it supports the various RDA translations.
  - “RDA” actually means different things to different users (catalogers, trainers, developers, and machine applications), and these users go different places to find the right “flavor” of RDA content.
- **Hillmann** provided a further explanation of how the RDA Registry in GitHub interacts with RDA Reference, contained in the OMR.RDA changes from Aug. and Oct. 2016
  - **Glennan** highlighted the Glossary changes incorporated into RDA in the second half of 2016, which included: deconstructing relationship designator definitions to separate out the scope note; identifying which definitions include instructions; replacing secondary definitions; and limiting the punctuation used. She noted that the see references in the Glossary have been removed.

- She also discussed merging of several vocabularies in Extent, Material, Production method, Generation, and Layout; the creation of separate instructions/elements for numerical ratios and the related vocabulary terms; the complete removal of the value vocabulary for Encoding format (RDA 3.19.3); the creation of a new RDA element for Cartographic data type; clarification of the instructions for Illustrative content; and the revision of the instruction for Sound content so that it is more consistent with the instructions for Colour content.
- The August release contained 29 Fast Track changes, including ALA's new and revised relationship designators for persons associated with music/AV works and expressions.
- The October release contained 21 Fast Track changes, and reciprocal relationships were added to Appendix I.
- Upcoming RDA changes beyond proposals agreed to at the 2016 RSC meeting
  - Wording changes to support LRM include replacing "resource" with the appropriate WEMI term where possible and using "agent" instead of "person, family, or corporate body".
  - Changes will come in relation to the use of definite and indefinite articles in the names of RDA elements and relationship designators. The movement to indefinite articles supports internationalization.
  - "In this order" will be removed from AAP instructions, but the lettering remains, leaving an implied order. The change offers greater flexibility for international adoption of RDA, but no changes are expected to North American practice.
  - The tables for Media type and Content type will be replaced with lists of terms; the definitions will be available in the Glossary.
  - RSC+ (RSC and the chairs of the RSC Working Groups) is evaluating these types of decisions and working on the 3R Project.
- RDA Toolkit Restructure and Redesign (3R) Project
  - **Glennan** summarized the goals and time frame of this project to redesign the underlying structure of the RDA Toolkit and restructure the instructions with an eye toward greater flexibility and internationalization. The Toolkit content will be frozen from April 2017-April 2018 to allow for a stable text while the RSC+ works on a new organization of the instructions, adds new LRM entities, and addresses long-standing problems. Examples of the latter include clarifying the distinction between transcribe and record and finding a new approach to relationship designators.
    - The RSC will not consider formal proposals or fast track proposals during the 3R Project. However, CC:DA may still identify problems with the current instructions, document them, and consider solutions. This work could form the basis of a new proposal in 2018.
    - The changes to RDA will include incorporation of the 4-fold path throughout the instructions; the examples will illustrate all four paths.
    - The RSC has suspended the regular consultation process during the 3R Project; however, the Committee is still seeking broader feedback via the



official RSC Working Groups. CC:DA members will have an opportunity to volunteer to work on one or more specific topics during this time. **Maxwell** expressed concerns about the RSC's plan to limit consultation about the substantive changes planned, especially in relation to aggregates. **Myers** commented that if RDA changes to a point where the US community finds it unacceptable, people will not use it.

- Report on the RSC meeting, Frankfurt, Germany
  - The RSC agreed to implement the IFLA Library Reference Model (formerly known as FRBR LRM). They also discussed the implications of and continuing work on the RDA Toolkit Restructure and Redesign (3R) Project, as well as considering community and working group proposals and discussion papers.
  - IFLA LRM has a final draft, which is awaiting approval by IFLA's Committee on Standards. This draft is considered stable enough for RDA work to proceed.
  - RSC/ALA/1, adding controlled vocabulary for regional encoding, was accepted as revised.
  - RSC/ALA/2, to expand the instructions for laws governing more than one jurisdiction, was accepted in principle, but more work on the final wording is needed.
  - RSC/ALA/3, on expanding the basis for variant access points, was accepted with revisions.
  - RSC/ALA-CCC/Discussion/1, regarding accompanying material in RDA, was well-received by the RSC and will inform the work on aggregates during the 3R Project.
  - Other approved proposals included: RSC/Europe/3, addressing the use of quotations in notes; RSC/LC/1, regarding the treatment of commentaries added to previously existing works; RSC/LC/2, which generalizes instructions for language and script; four proposals from the RSC Music Working Group; and four proposals from the RSC Rare Materials Working Group. The other proposals and discussion papers considered during the meeting will inform work on the 3R Project.

### 1382. Upcoming CC:DA Work: Chair

- Since most of the upcoming CC:DA work is uncertain and rolled into the 3R Project, the **Chair** decided to use this time to continue discussion on **Glennan's** Report on RSC Activities.
- In response to concerns about the 3R Project timeline, **Glennan** stated that the RSC will be discussing at their next meeting what can feasibly be included into the April 2018 release of the Toolkit.
- Discussion included the distinction between collective agents and corporate bodies, and rules for inverting names according to culture and language requirements.

### 1383. Report of the CC:DA webmaster: Guajardo

- The CC:DA blog is hosted on one of the ALCTS platforms. If the blog is down, check another ALCTS site to make sure that the outage is not limited to the CC:DA blog. In cases where it is an ALCTS issue, we will have no good ETA on resolution. This past summer and fall the blog had very good performance and no significant outages.
- Each voting and nonvoting member of CC:DA should have blog accounts. Contact **Guajardo** if you need to set up account or have an issue with your account.
- Existing workflow for posting proposals to the blog seems to be working smoothly. Multiple ways to view/look through proposals are provided in order to accommodate user preferences.
- Coming up in mid-February: **Guajardo** will catch up on updates of plug-ins. Sometimes those updates create problems with permissions, so contact **Guajardo** if issues arise.

**1384. Report from the PCC liaison: Robare** [[PCC Report](#)]

- The PCC is entering the final year of its current strategic plan. The current plan has focused on moving the community forward to a linked data environment.
- The PCC Linked Data Advisory Committee, chaired by Steven Folsom, has been working with various PCC groups to help provide guidance on linked data. The committee may prepare at least one white paper to help set the stage for the PCC's upcoming strategic planning session in November 2017.
- The Task Group on URIs and MARC has been very active and at this conference they have two discussion papers on the MAC agenda and consulted with the British Library on one proposal.
- The Policy Committee has approved, in principle, a proposal for PCC umbrella membership in ISNI (International Standard Name Identifier). There are still many details to be worked out, but this an important step for moving the community into identity management on a very large scale.
- As a result of the RDA vocabulary for gender being deprecated there have been many questions from PCC members about best practices. A task group on coding gender in NACO records was appointed and the task group's recommendations, in the form of guidelines, were approved in November 2016. DCM Z1: 375 is being revised. The guidelines should be available within the next couple of months.
- Standing Committee on Standards
  - Proposal on AAPs for translations was approved by the Policy Committee in November. Existing expression authority records for translations that are qualified only by subfield \$1 will be considered undifferentiated. Catalogers will no longer create those types of authority records. Catalogers may create authority records for specific expressions. If you have a bibliographic record for a translation, a work authority record will now be required in all cases. Adding the language qualifier to the work AAP in the bibliographic will not require a separate authority record.

- Some problems with policy statements regarding supplements and special numbers to serials have been identified. A task group has been tasked to identify and resolve the issues related to the policy statement at RDA 2.12, which instructs to treat a supplement or a special number to a serial as a series.
- **Robare** highlighted two of the changes to policy statements relating to: supplying the place of publication when the name of the place has changed over time; and recording the profession or occupation authority records.
- Standing Committee on Training
  - Still working on a few series policy statements that came out of the series policy task group.
  - Final editing for guidelines on relationship designators in authority records has begun. Unresolved issues will be listed in an appendix so that the bulk of the guidelines can be made available.
  - The Standing Committee on Training has been keeping its Report on Available Linked Data Training Resources up-to-date. They have been collaborating and sharing resources with the Linked Data for Professional Education project which is also doing similar work.
  - A list of freely available RDA special formats training materials will soon be available on the Catalogers Learning Workshop website.
- The charge and future of the Standing Committee on Automation is being revised. The committee will be renamed, and some new members with needed expertise will be brought in.

### 1385. Presentation on IFLA-LRM: Glennan [[IFLA Library Reference Model](#)]

**Glennan** gave an overview of the final version of the IFLA Library Reference Model. While the model in the worldwide review was referred to as the FRBR-Library Reference Model, it will now be referred to as the IFLA Library Reference Model. **Glennan** presented some of the new entities that will be added to RDA (Res, Place, Time-span, Nomen, and Collective agent) and changes to some of the existing entities in RDA (Person, Work, Expression, and Manifestation).

Discussion included:

- The communication and coordination between various stakeholders of the 3R Project. **Glennan** learned this week that the PCC trainers want the final version of the Toolkit available three months before it is published in April 2018 so that they can start preparing training. A protocol for communication between the RSC and a number of external organizations and committees exists, including LC's MARC Standards and Network Development Office.
- The RSC does want to support the implementation of RDA in MARC, but it is not their focus. Any changes would need to be made by those who participate in creating and maintaining MARC.
- The possibility of still having access to the old version of the Toolkit after the April 2018 for a period of time in order to ease the transition. **Glennan** raised this concern at the RDA Forum this morning. An issue is that since the underlying data structure of the

Toolkit will change with the April 2018 release, it might not be possible to keep interactivity of the old version of the Toolkit. There is the potential that a prototype might be released a couple of months before.

- **Glennan** solicited feedback on how she can be an effective representative given that there is now a moratorium on proposals. No feedback was provided.
- The **Chair** returned to the agenda item of Upcoming CC:DA work. CC:DA's work will mostly be guided by what RSC asks of CC:DA. There may be some CC:DA housekeeping opportunities with the CC:DA blog. **Glennan** said that it may be good to form an advisory committee to look into what is working or what could work better in developing the relationship between NARDAC and CC:DA.
- Changes to the policy for submitting proposals after the RSC governance change. **Glennan** said that there will be a greater role for working groups and that there will be more international discussion of proposals before they reach the RSC. The majority of the proposals will be coming from working groups and not from the regional committees.
- **Hillman** said we need to start thinking about what it really means to herd change and use this as an opportunity to think about how we can help individuals both inside this group and outside of this group manage change effectively.

*Monday, January 23, 8:30–11:00 a.m.  
OMNI Hotel, International Ballroom F*

**1386. Welcome and opening remarks: Chair**

Tina Shrader, **Chair**, called the meeting to order at 8:30 a.m., and welcomed committee members, liaisons, representatives, and audience members.

**1387. Report of the MAC Representative: Myers** [[Report of the MAC Liaison \(Final\)](#)]

- There were 7 proposals and 5 discussion papers.
  - All 7 proposals passed.
  - 4 of the 5 discussion papers will likely return as proposals.

**1388. Changes to ALA Annual conference programming: Chair**

The ALA Conference Committee released a proposal regarding a conference remodel beginning with the 2018 Annual Conference in New Orleans. The proposal indicated that no committee meetings would be held in the convention center during certain core hours. The **Chair** has been in communication with the committee and has been assured that CC:DA will be one of the exceptions to this new rule so that CC:DA's meetings will continue during its regular time slots either at the convention center or at one of the adjacent hotels.

**1389. Report from ALA Publishing Services: Hennelly**

**Hennelly** discussed the following:

- Currently 2,600 active subscriptions to the RDA Toolkit. Renewal rate is about 94%, but new subscriptions have slowed down. Part of this is because the trend in Europe—the largest growth area—is to take national or regional approach to subscription (i.e. one subscription may cover an entire country or region). Users are thus up about 5% (8,969) with an average of 3.3 users per subscription.
- Losing renewals at the smaller subscription level (1-2 user subscriptions). Part of the 3R Project will be looking at ways to improve the value of the Toolkit and make it more integrated into the user's daily work to justify the cost.
- Revenues are in line with the budget projections. Number of sessions is on track for the record high 4 million sessions from last year.
- Almost 1.2 million document pageviews. The usage of the Toolkit is steady, but the number of pageviews has gone down significantly suggesting that users are better at knowing where to find things.
- The print edition of RDA has sold 67 units so far this fiscal year.

- *RDA Essentials* has sold 195 units so far this fiscal year.
- International sales represent the growth area: 37% of the total subscriber base and 51% of users are from outside the United States.
- RDA has been adopted by BNE (National Library of Spain). RDA is getting adoptions in Sweden, Denmark, Norway, Catalonia, Slovakia, and Chile. A member of the Chilean National Library will be joining the RDA Board.
- Toolkit translations in Norwegian, Catalan, and Slovak (print translation done) are on the way. Print translation in Portuguese is on the way.
- Interest from Poland and Hungary about Toolkit translations. Ongoing discussion with folks in Saudi Arabia and Egypt about an Arabic translation.
- **McGrath** led a very successful two-session training on cataloging video resources with RDA. The three courses held over the past year sold 77 total units.
- A new print edition of RDA will be released in summer 2018, after the 3R Project is completed. A new edition of *RDA Essentials* will be released by fall 2018. **Hennelly** would like to get Thomas Brenndorfer, the author of *RDA Essentials*, more involved with the RSC in order to avoid releasing a new edition before the updates, as happened in April 2016.
- There were 2 Toolkit releases since Annual: the regular August and October releases. The August release included the introduction of glossary sync—pulling the entire glossary from the RDA Registry. The October release extended that synchronization to include any occurrence of a term and definition in the Toolkit instructions. The sync process and the Registry will continue to play larger roles in terms of how the Toolkit operates.
- Upcoming Toolkit releases in 2017:
  - The February release will include updates to the Italian translation, which will bring all current Toolkit translations up-to-date with the April 2016 release.
  - The August release will not include any changes to the English version RDA. It will only include updates to the translations. All of the translations of the Toolkit will be expected to be completely current with the April 2017 release of the English version of RDA. This is essential for the 3R Project so that all translations are at the same place for the April 2018 rollout. The Catalan and Norwegian translations will be added by the August release.
  - Policy statements will be added from Library and Archives Canada (LAC) and Bibliothèque et Archives nationales du Québec (BAnQ), Sweden, and possibly Denmark.

**1390. Presentation on RDA Toolkit changes and status report on 3R project: Hennelly**  
[[Status Report on 3R project](#)] [[The 3R Project](#)]

**Hennelly** is working on the 3R project with the help of the RSC, development partners (Dakota Systems, GVPi, Metadata Management Associates), and a 3R User Group with 6 members (Thurston Young from the British Library, Mark Ehlert from the University of St. Thomas, Thomas Brenndorfer from Guelph Public Library, Magda El-Sherbini from Ohio State

University, Elizabeth Hille Cribbs from Northern Illinois University, and Lucia Sardo from Università di Bologna).

**Hennelly** covered the bullet points in the status report on the priorities identified for the 3R project. He noted that ALA Publishing is converting the data format of the entire Toolkit to the DITA format, which will introduce modularity to provide greater flexibility and utility in displaying Toolkit instructions and other documents in the Toolkit. Due to this restructure, the old Toolkit will not be updated with the new content. Users have requested that the old Toolkit remain available as a static page to use as reference for at least a year after the new one is posted, while training is underway. Workflows and processes are going to be worked into the redesign and will involve Policy Statement writers so that Policy Statements are rolled out at the same time.

Discussion included:

- A question was raised regarding the convenience of having the AACR2 instructions linked to the new rules, and **Hennelly** explained that the new Toolkit will have better functionality in that regard, although after the content changes are implemented, there might not be exact correlation between rules anymore. Also, the new Toolkit will have better search functionality to help with access. Another question was raised regarding access to previous RDA changes for research purposes, and **Hennelly** noted that researchers can contact ALA Publishing to get the information. A suggestion was made to add marked-up changes to the Toolkit in advance of each release. **Hennelly** noted that documentation goes up as early as possible, but for the most part the editorial team is working up until the last minute on each release, which would make it difficult.
- Another item on the list for future Toolkit development is the inclusion of images, like that of a title page. The idea is to use thumbnails that will open up to the larger image and refer to the same image for multiple examples. This will take some time as it will involve permissions.
- Workflows and links should continue to work in the new Toolkit as long as the instruction has not been removed in the update. There will most likely be a landing page where workflows are organized by institution. The old number links can also remain as part of the workflows below the new numbers.
- Advanced searching in the new Toolkit is still under development. Previous feedback indicated that users do not look the quick search only searching RDA. Basic filtering and contextual search are some ideas under consideration. A suggestion was made to allow advanced searching to be as specific as possible, and **Hennelly** explained that it would take a long time because a lot of the searching tags/markers have to be input manually and kept up to date. The current markers are already out of date because they were input several years ago, plus only 4% of the searches are currently using them. Another suggestion was made that the Toolkit hire an indexer to create an index and keep it updated. Lastly, since there will be no static table of contents on the Toolkit, a request was made for improved “about RDA” and “about the RDA Toolkit” documentation. This would help to explain RDA to non-catalogers.

- The final question regarded how to refer to the new version of RDA featuring LRM. **Glennan** explained that the RDA Board does not want to call it RDA 2.0, but noted that it should have a new name for branding purposes. The small changes are called releases, and the larger changes coming from RSC are called updates, so technically it would be the 2018 update. A comment was made that there should be a differentiation between the new RDA and the last version since they are both going to be available at the same time. RDA Classic and RDAr were mentioned. Following RDA itself, if the Toolkit were to be cataloged, it would be a new expression of an integrating resource and require a new record. **Hennelly** will find out from the RDA Board what the final name will be.

**Hennelly** let everyone know to email him with any questions or suggestions about the Toolkit.

### **1391. Other new business; reports from the floor; announcement of next meeting, and adjournment: Chair**

**Deborah Fritz, RSC Aggregates Working Group Chair**, gave a presentation on the Aggregates Working Group Model for Aggregates. [[CC:DA Update on the Full Aggregates Working Group \(AWG\) Model for Aggregates](#)] [[Discussion Paper](#)]

**Fritz** described the diagram for the full AWG model. She noted that at the Manifestation level, the Manifestation(s) embodies more than one distinct Expression of one or more Works. At the Work level, an Aggregation Work is the concept of selecting and arranging more than one distinct Expression into something. The selecting and arranging of multiple different Expressions remains consistent with the older models (FRBRoo, PRESSoo). The new proposal calls for the ability to describe an aggregation at the level you choose: Aggregation Work/Expression, Distinct Work(s)/Expression(s), or both. To describe distinct Works, you either have to describe it separately (Agent/Work/Expression) and say it is embodied in the Manifestation, or, as a shortcut, say it is incorporated into the Aggregation Expression, assuming you are describing the Aggregation Expression as well (if you feel that there will be many Manifestations).

The AWG is working on creating shortcuts for situations where you decide to describe only a subset of the distinct Works/Expressions but still want to say something about the other distinct Work(s)/Expression(s) that you chose not to describe. One such shortcut would be taking the writer of the introduction (Agent) directly to the Manifestation.

Still under consideration:

- Identifying single Works vs. whole-part Works or Aggregation Works (they need to work out what the implications are of calling the relationship between a serial issue and the entire serial a whole/part relationship vs. an aggregation and can that be mitigated for the public)
- Clear definition of a *distinct Expression* since that is how an aggregate is identified.



Regarding serials, **Fritz** explained that the current thinking comes from PRESSoo. There is a whole/part relationship between each serial and its issues, and each issue can contain either a part or aggregate (distinct) articles (Expressions). Each issue could also be a single Work because there is only one Work in that particular issue. Multi-level MARC description problems will give way to relationships, because a description of Agent/Work/Expression for the Aggregate will display relationships like *incorporate*. And relationships in LRM are applicable at Work, Expression and Manifestation levels. From committee discussion, the main question that arose: is the issue a distinct Work? There are still many things yet to be discussed, but serials could possibly become simpler for non-serials catalogers to understand.

**Glennan** shared the general concept of malleability which is new in LRM regarding what is whole/part and what is an aggregate Work. In the final draft, under LRM-R18, *the relationship Work has part / is part of Work*, the definition is: “This is the relationship between two *works* where the content of one is a component of the other.” Scope notes: “This applies when the component-to-whole relationship is an inherent aspect of the *works* and holds for all the *expressions* and *manifestations* of the larger *work* and of its component *works*, whether the *expression* or *manifestation* comprises the full larger *work* or just one or more (but not all) of the component *works*.” One of the examples given is “The aggregating *work* which is the theme issue *Functional requirements for bibliographic records (FRBR) : hype or cure-all?* which constitutes volume 39, numbers 3/4 (2005) of the serial *Cataloguing & Classification Quarterly* is part of the serial work *Cataloguing & Classification Quarterly*”. The difference between that and LRM-R25, *Expression was aggregated by / aggregated Expression*, is illuminated in the following LRM-R25 scope note: “Unlike the whole-part relationship between *expressions*, the *expressions* selected to appear together in the aggregate *manifestation* do not become components of the aggregating *expression*. Furthermore, the relationship between these *expressions* is not an inherent feature of the *works* that these *expressions* realize, and thus does not hold in other *expressions* of those *works*.”

A comment was made that to the extent possible the outcome of these grey areas should be the same. The current disparate outcome of whether something is treated as a serial vs. an integrating resource causes description (successive/integrative entry) problems, which ultimately confuses the users.

The AWG has just completed a broad overview of serials and is working their way towards dealing with sound recordings and motion pictures. **Fritz** used the example of a CD with different tracks and how granular aggregates will allow us to get. Eventually, systems will allow the display to have multiple options (e.g., created by/in), which provides a lot of options but also room for confusion among catalogers. Aggregation Work Expression can be a new work that incorporates others’ things/contributions (e.g., film, costume designer).

Concerns were expressed about the ability to incorporate the LRM and aggregates into RDA within the next year. The committee has most things sorted out except the language (exact

wording) to describe everything. Finally, a suggestion was made for the definitions to be more functional so that catalogers can understand better.

The next meeting will be held in Chicago, Illinois at the 2017 ALA Annual Conference, on the following dates:

Saturday, June 24  
Monday, June 26

The **Chair** adjourned the meeting at 11:02 a.m.

Respectfully submitted,  
Heather McIntosh, Intern  
Emily Thaisrivongs, Intern