

MINUTES
OLAC CATALOGING POLICY COMMITTEE
ALA MIDWINTER
JANUARY 7, 1988

The meeting began at 8 PM at the Four Seasons Hotel.

1. Ben Tucker of the Library of Congress asked the Committee for an opinion on capitalization in cataloging microcomputer software. Brand names often have capitalization in the middle of strung-together words (e.g. WordPerfect). To use this capitalization in cataloging would be inconsistent with AACR2, where lowercase letters would be used except at the beginning of a title. For 245 (title) entries, LC would like to follow AACR2, using lowercase. LC is trying to follow the piece for subject headings. CAPC concurred that this seems to be the best policy to follow.
2. A report was made on the survey conducted regarding parenthetical qualifiers. Most respondents did not have problems with parenthetical qualifiers. The problems, when reported, seem to be system-specific. CAPC will not take any action on this topic at the present time.
3. Verna Urbanski reported progress on the manual for locally-produced materials. Surrogates and cataloging are still needed for examples. The manual should be revised or updated on an ongoing basis after publication; recommendations and guidelines can be expected to change based on new rule interpretations, There was a discussion as to whether or not the manual should be held until after the new AACR2 revision has been published. Bao, Bernie and Verna will get together and try to have more information out to Committee members in the spring. Comments should be returned within one month.
4. There was discussion concerning the need to prepare a manual on physical processing of non-print. Verna has received many inquiries about physical processing . Sheila Smyth and Karen Driessen will check to see if there are any other manuals or books currently available that will fill this need. There will be further discussion at ALA in New Orleans.
5. Bo-Gay reported the meeting times for the MARBI format integration discussions. Any comments or questions regarding this topic should be sent to Bo-Gay.
6. John Attig announced that CONSER is looking for someone who has worked with non-print serials to serve on a subcommittee discussing format integration. Anyone interested should contact Gary McCone.
7. Martha Yee announced that the broadcast date and time field will be discussed at MARBI on Saturday. This is a discussion paper only, and no action is anticipated at this time.

The meeting adjourned at 10:15 PM.

Submitted by
Dorian Martyn
CAPC Chair