

**ONLINE AUDIOVISUAL CATALOGERS
CATALOGING POLICY COMMITTEE (CAPC)
ALA MIDWINTER CONFERENCE**

San Antonio, Texas
January 14, 2000

Minutes

The meeting was called to order at 7:30 PM. by Cathy Gerhart, CAPC Chair. Members present included: Cathy Gerhart, Marcia Evans, John Felbinger, Brad Eden, Sheryl Homer, Iris Wolley, John DeSantis, and Robert Freeborn (intern). Intern Shelley Zhang was unable to attend.

1. There were 21 guests. Members and guests introduced themselves.

2. The minutes of the CAPC meeting of June 25, 1999, were approved as published in the September 1999 Newsletter.

3. Report of the CAPC Subcommittee on Authority Tools (I. Wolley)

Co-chair Iris Wolley introduced members of the subcommittee including Co-chair David Prochazka, Robert Bratton, Ann Caldwell, Robert Freeborn, and Robert Cummings. The timetable for the project is one year. Iris reviewed the subcommittee's charge, to compile an online, annotated bibliography of sources used by catalogers when creating authority records for personal names and corporate bodies. David is responsible for the overall organization of the bibliography He will prepare a template for the annotations and request sources from OLAC members and various lists. Iris will track the progression of the work, handle organization aspects of the subcommittee, prepare regular reports for the CAPC Chair, and represent the subcommittee at ALA and OLAC. To avoid duplicate submissions, a draft bibliography will be available, linked from the OLAC Web page. John Attig suggested creating a subject and author index. Iris said CAPC would review the document and the OLAC Board would authorize the final version as an official OLAC publication. Iris welcomes comments and suggestions. The CAPC Chair thanked the subcommittee for their efforts.

4. NACO-AV Funnel Update (A. Caldwell)

Since June 1999, 1514 name headings were added and 288 were changed. Many submissions came from the University of Georgia. Illinois State University and Northern Arizona University are newly authorized institutions. Two catalogers from northern New England expressed interest in joining the funnel. Ann received a letter from the Library of Congress expressing concern about former funnel trainees who never contribute records. There was consensus that OLAC should maintain NACO contribution requirements. Ann will review contributions from current funnel members and will develop numerical percentage guidelines for the minimum name submissions needed to maintain authorization. Ann will verify LC's NACO contribution guidelines for funnel projects.

5. MARBI Proposals and Discussion Papers U. Attig)

John Attig reported on selected proposals and discussion papers that are on MARBI's agenda at the conference. (His complete report with an explanation of the documents and MARBI results can be found elsewhere in this issue.)

Diane Boehr inquired about Proposal 2000-02 (Renaming of Subfield \$u to Uniform Resource Identifier (URI) in Field 856 in MARC 21 Formats. She wondered if the \$u were made repeatable how would we know which of the \$u's the indicator was referring to. John will forward the question to MARBI.

Another concern arose about Proposal 2000-6 Defining URL Subfields in Fields 505, 514, 520, 545, 552, and 773. Someone raised a question about the impact of the proposal on URL link checking programs. John will forward the comment to MARBI.

JSCr>

6. Harmonization of ISBD(ER) and AACR2 Update U. Attig)

The CAPC Chair said the purpose of this agenda item was to review the changes and call for comments which could be forwarded to CC:DA, via Marlyn Hackett and Vicki Toy-Smith.

a. All Materials

John reviewed some of the newest proposals to change AACR2. The Joint Steering Committee (USC) tentatively approved reorganization of part 1 AACR, with separate chapters for each ISBD area. There will be general rules for all types of material as well as special rules for particular types of material. The JSC is awaiting a prototype of AACR2 incorporating all the proposed changes.

b. JSC's Decisions on the Report on Revising AACR2 to Accommodate Seriality

The JSC accepted a recommendation to define a general category of continuing resources within chapter 12. Two types of material will be defined 1) successively issued resources (serials) and 2) integrating resources (changes are incorporated into a single item). Loose-leaves are a major category of integrating resources. Electronic journals will be considered serials because they are issued in discrete pieces. Serials no longer need to be numbered. Databases are serials, just as loose-leaves. Anything that is continually updated, with the intention of continuing indefinitely will fall into continuing resources.

There was a recommendation that the concept of chief source be revised to include the entire resource for serials and integrating resources. Catalogers will choose the title from the source with the fullest or most complete information. JSC plans to rewrite all the chapters incorporating this change. John responded to a question about "description based on" information for an integrating resource. He said the descriptive information would be based on the latest version, as with loose-leaves. There are currently rules on how to distinguish between minor and major changes of title in chapter 21. Major changes require successive entry and minor changes do not. The JSC decided this information should be placed in an appendix. An item described note will contain which issue you took the information from or when the Web site was viewed.

c. Chapter 9 Revision

An expanded list of terms in area 3 for computer files was approved but will be placed in an appendix. One area of controversy was the use of a specific material designation (e.g., 1 CD-ROM) in field 300, subfield a, which does not follow in other AACR2 chapters. This will be offered as an option but John believes many institutions will adopt the option. The JSC accepted the distinction between "disk and disc" but will only put "disk" in the glossary. John reminded everyone that the proposed chapter 9 revision is for electronic resources not computer files. This represents a change in terminology as well as a change in scope. Interactive multimedia will be included in chapter 9. The CAPC Chair expressed some reservations about the proposed use of a SMD. She felt very specific terminology that changes over time may confuse future users, unfamiliar with the old technology terms.

7. Subcommittee on Source of Title Notes for Internet Resources (M. Evans)

Chairman Marcia Evans introduced the subcommittee that includes Richard Baumgarten, Rebecca Culberson, Alexa Newman, Louise Rees, Maxine Sherman, with John Attig and

Sue Neumeister, as consultants. The audience briefly reviewed and commented on the report. John Attig added that "title from Web page" was the example given in the proposed rules revision. The CAPC Chair clarified the dual charge of the subcommittee. The group is first to create a list so everyone knows the terms and then to decide on preferred terms. The CAPC Chair thanked the group for their efforts. The Chair extended the June final report deadline. John Attig suggested sharing findings with CC:DA and the JSC groups working with sources of information.

8. New Business

The Chair distributed the December report of the PCC SCS Working Group on the PCC AV Core Task Group that contains potential topics for CAPC projects. CAPC members were encouraged to review the report and share ideas for new projects.

- Report from Library of Congress (G. Kinnaly)

Gene Kinnaly gave a cataloging update from the Computer Files! Microforms Team at LC. Library of Congress will be participating in the OCLC Cooperative Online Resource Cataloging (CORC) Project through BEOnline Plus. BEOnline, originally for business and economic Internet resources, will now expand its subject coverage across disciplines through BEOnline Plus. The team wrote and implemented procedures for Production Level Cataloging (PLC) of computer files. This level of cataloging (encoding level 7) is equivalent to PLC for music or Minimal Level Cataloging (MLC) for books, briefer than full or core level records. It is also used for titles published or copyrighted more than two years before the current year. A general note in the record says "production level cataloging" as a warning. The team is studying guidelines for collection level cataloging for very old material and PCC Core Level Guidelines, and plans to implement Core Level cataloging in the near future. Some collection level cataloging is being done on very old material. The introduction of these new levels should speed the processing of current materials, popular titles, and research materials that will get full level cataloging.

The meeting adjourned at 9:35 PM.

Respectfully submitted,

Meredith Horan
OLAC Secretary