

**ONLINE AUDIOVISUAL CATALOGERS
CATALOGING POLICY COMMITTEE (CAPC)
ALA ANNUAL CONFERENCE
Atlanta, Georgia
June 14, 2002**

Minutes

The meeting was called to order at 7:30 p.m. by Meredith Horan, CAPC Chair. CAPC members present included Meredith Horan, Greta de Groat, Lynnette Fields, Robert Freeborn, Steven Miller, David Reynolds, Iris Wolley, Lisa Bodenheimer (intern) and Rebecca Lubas (intern). Ex officio members John Attig (MARBI Liaison) and Ann Caldwell (NACO-AV Funnel Coordinator) were present. Ex officio member David Procházka (NACO-AV Assistant Coordinator) was unable to attend.

1. Introductions, Announcements

There were 34 guests. Chair Meredith Horan recognized outgoing CAPC members Greta de Groat and David Reynolds, and incoming CAPC Chair Iris Wolley. She introduced new CAPC members Lisa Bodenheimer and Valerie Bross. New interns are Susan Leister and Robert Bratton. Chair Horan read CAPC's purpose from the OLAC Web page. She recognized Verna Urbanski, first CAPC Chair and helpful consultant ever since, John Attig, currently representative to both MARBI and CC:DA, and Ann Caldwell, NACO-AV Funnel Coordinator, for their excellent contributions. Members of CAPC and guests introduced themselves.

2. Minutes

Minutes of the CAPC meeting of January 18, 2002 could not be approved as they have not yet been published.

3. Reports

a. Subcommittee on Source of Title Note for Internet Resources (I. Wolley)

This project investigated what terms should be used for source of title notes for Internet resources, how they are defined, and which ones might be considered prescribed sources. The original subcommittee (Marcia Barrett, Becky Culbertson, and Louise Rees) produced two documents that are now mounted on a Web site. Iris has been looking at what needs to be done to make it a finished product.

Iris has found that six resources used as examples in the original documents are no longer available; 13 resources have undergone design and layout changes, making five of them no longer valid examples. Iris recommends instead of using live URLs in the examples, inserting static representations of the resources into

the document. Although this makes the document longer, it reduces maintenance and makes it more usable. To avoid the increased length, the examples could be placed in a separate file, and links to them inserted in appropriate places in the document. She also recommends including text and rules from AACR2 when appropriate, and using 245 tags in the title examples. Iris solicits feedback from CAPC and would like to finalize this document as soon as possible. A written report was distributed at the meeting.

A question was raised about copyright issues for inserting static pages; Iris will check on this potential problem.

b. NACO-AV Funnel (A. Caldwell)

NACO-AV Funnel training will take place at the OLAC Conference in St. Paul on Sept. 26. Ann reported that she has received a number of responses to messages on the OLAC and MLA listservs, resulting in five training participants so far.

c. MARBI (J. Attig)

John Attig reported on two proposals and a discussion paper on MARBI's agenda at this conference, seeking CAPC's opinion on issues requiring action at MARBI. The first proposal involves field 007/10, type of material for sound recordings. It defines some new codes and redefines some old ones. This affects archival materials more than new ones. CAPC supports this proposal. The other proposal deals with harmonizing UKMARC and MARC21. Three parts of this are of interest to AV catalogers: First, adding new codes for target audience (mainly revisions to existing values rather than new values). Second, defining a position in 008 that identifies musical parts, a revival of an old value in US MARC, using the same position but different codes. If added back into the format, it will be optional. CAPC agreed to this proposal also. Third, adding a new position in 008 to identify whether the work in hand has been transposed and/or arranged. Adding this as a way to accommodate British interests in this matter is also all right with CAPC.

The discussion paper is one of several at this ALA centering around models of bibliographic data, in particular models influenced by the Functional Requirements for Bibliographic Records, developed by an IFLA working group several years ago. Impetus for this MARBI discussion paper is JSC efforts to try to apply some concepts in the functional requirements to cataloging rules, in particular how rules collocate works and expressions. Entities which structure how we might think about bibliographic resources have been developed in a continuum from abstract to concrete (works, expressions, manifestations, items (copies)).

John summarized other MARBI agenda items of possible interest. His [complete report](#), including MARBI results, appears elsewhere in this issue.

d. CC:DA (J. Attig)

John reviewed the items on the CC:DA agenda having to do with functional requirements.

Proposal to change Rule 7.0B, Sources of Information. This proposal was initiated by the ALCTS MRC Standards Subcommittee. A revised version has been received based on discussions at Midwinter. The proposal defines chief source of information for motion pictures and videorecordings as the title frames of the item (including main titles and end titles). It lists what parts of the item are outside the chief source, and what sources can be used if information is not available from the chief source. Glossary definitions for four of these sources are also proposed. Changing the 7.0 rule impacts other rules, and cleanup of some of these is also part of the proposal.

For the outcome of CC:DA discussions, see John Attig's [CC:DA report](#) elsewhere in this issue.

e. CAPC Additions to Personal Names Task Force (Greta de Groat)

AACR2 rule 22.19 mentions that an occupation can be used to break a conflict in otherwise identical names. The Task Force interprets the accompanying LCRI to mean that this applies only to pre-20th century persons, musicians, and Biblical characters. They propose extending this rule to include persons involved in visual media and artists. The more general issue of differentiating or not differentiating among identical personal names was raised. After discussion, John Attig recommended moving ahead with the CAPC Task Force's proposal, and looking for opportunities to make the more general case. CAPC voted to move Greta's proposal on additions to personal names ahead, to LC CPSO.

f. Abstract Writing Task Force (L. Bodenheimer)

This task force is developing a primer on writing abstracts and summaries for multimedia materials. When finished, it will be available on the CAPC Web page. It will provide definitions, an annotated bibliography, specific guidelines, and recommendations for increased use. Sheryl Holmes has had to step down as Chair; Lisa Bodenheimer was appointed Chair in March 2002. A draft document was presented at Midwinter. At that time it was noted that some cleanup was needed so that examples were in line with the guidelines and in a consistent format. Progress has been made since Midwinter. The Task Force plans to have a final report ready for the CAPC meeting at the OLAC conference. A written status report was distributed at the meeting.

g. Integrating Resources Task Force (Steven Miller)

This Task Force is charged with developing a PowerPoint program to present the new category of integrating resources and how to apply AACR2 Chapter 12,

specifically for updating Web sites and updating electronic databases. They are waiting for the revised Chapter 12 to be published, around August. But Steve has done an initial presentation at LC and those slides can form a basis for this work. Steve described the integrating resource category and the latest entry form of cataloging that will be used for them. The bibliographic record will reflect the latest iteration of these changing resources, and aspects of previous iterations can be described in notes. The records will be dynamic as the resources themselves are. Steve will be doing an SCCTP training course on integrating resources, probably around Midwinter 2003.

h. DVD Primer Task Force (R. Freeborn)

Robert Freeborn distributed a written draft of this primer, limited to DVDs covered in AACR2 Chapters 7 and 9. He plans to mount it on the CAPC Web site with hyperlinks among the sections. It is planned that it will be finalized at the OLAC Conference in September.

John Attig offered to do some editorial work and also create a PDF version for printing from the Web.

i. Conventional Terminology Task Force (R. Freeborn)

This task force was charged to work singly or in tandem with the ALCTS Media Resources Committee (MRC) on a revision of AACR 7.5. The proposed revision was inspired by the inclusion of conventional terminology in the revised Chapter 9. Rather than working jointly, both MRC and AMIA preferred to provide feedback to the Task Force after it had produced a draft.

A written report was distributed to CAPC members. David Reynolds compiled a list of possible conventional terms, comprising Appendix A of the report.

Robert Freeborn posed three questions for CAPC to discuss.

1. Should we push for having an optional rule for conventional terminology in Chapter 7 similar to that in Chapter 9? The Task Force recommends this; John Attig said that the proposal to include this option for Chapters 6 and 7 is likely to be made by the Canadian Committee on Cataloging. One problem area is that conventional terminology changes with time, and publishers are inconsistent in using these terms. A straw vote of all those present favored having an option for conventional terminology in Chapter 7.
2. Should we create a preferred list of conventional terminology that would need maintaining over time? John Attig recommended waiting to see whether there will be conventional terminology that we could do guidelines for, or if some additional SMDs will be proposed. CAPC agreed to this.
3. Should we support the option of removing terms such as "video" from the SMD if it appears in the GMD? This is a separate proposal, but we can

wait to see what happens with another group that is looking at consistency among the chapters of *AACR*. Discussion indicated that CAPC would favor removing this option.

j. Chapter 3 Task Force (R. Lubas)

The charge is to prepare a PowerPoint presentation to explain the changes in Chapter 3 that are going to be published in the *AACR2* revision. The goal is to have a version done by the OLAC Conference in September. If the LCRI's are not out in time, a later version will include them.

4. Old Business

Ann Caldwell announced that on June 15, the PCC Standing Committee on Standards would be reviewing an LCRI produced as a result of Greta de Groat's work on uniform titles for motion pictures.

5. New Business

There was no new business.

6. Adjournment

OLAC President Kevin Furniss recognized Meredith Horan for her outstanding work as CAPC Chair.

The meeting adjourned at 9:40 p.m.

Respectfully submitted,

Nancy Holcomb
OLAC Secretary

Recorded attendees: Meredith Horan, Greta de Groat, David Reynolds, Robert Freeborn, John Attig, Nancy Holcomb, Iris Wolley, Rebecca Lubas, Lynnette Fields, Kay Johnson, Lowell Ashley, Kevin Furniss, Ann Caldwell, Jane Cothron, Lisa Bodenheimer, Steven Miller, Sophie Bogdanski, Sueyoung Park, Gene Kinnaly, Maxine Sherman, Bobby Bothmann, Betsy Friesen, Jay Weitz, Jane D. Johnson, Bryan Baldus, Francie Mrkich, Valerie Bross, Jeannette Ho, Linda Behrend, Walt Walker, Brian McCafferty, Stephen Hearn, Virginia Rasbold, Nancy Lorimer, Adolfo R. Tarango, Lisa Zhao, Stephen H. Peters, Jeanne Baker, Louise Rees, Pam Harpel-Burke, Catherine Gerhart, Sheila Smyth, Carolyn Walden, Andrea Leigh, Robert Bratton.