

**ONLINE AUDIOVISUAL CATALOGERS
CATALOGING POLICY COMMITTEE (CAPC)
ALA MIDWINTER CONFERENCE
San Diego, California
Friday, January 9, 2004**

Minutes

Iris Wolley, CAPC Chair, called the meeting to order at 7:30 p.m. *Members present:* Lisa Bodenheimer, Valerie Bross, Greta de Groat, Lynnette Fields, Susan Leister, Steve Miller and Sandy Roe. *Ex officio members present:* John Attig and Sophie Bogdanski.

There were 38 attendees at the meeting in total.

1. Welcome and Introductions

Iris welcomed guests and explained CAPC's purpose for newcomers. CAPC members and guests introduced themselves.

2. Minutes

The [minutes of the June 20, 2003](#) meeting in Toronto were approved as published in the *Newsletter*.

3. Announcements

- ALA Meetings of interest to AV catalogers were posted to the OLAC electronic mailing list.
- Susan Leister, CAPC intern, is now a CAPC member.
- New CAPC interns are Sandy Roe and Linda Seguin.

4. Reports

a. *NACO-AV Funnel*

There was no NACO report.

b. *MARBI Report (J. Attig)*

The MARBI agenda can be found at:

<http://www.loc.gov/marc/marbi/mw2004_age.html>

John discussed the following items:

- 2004-04 Philatelic Issue Data.
- 2004-DP01 Music Incipits.
- 2004-DP02 Place Name Access (field 752).

Please see the full [MARBI report](#) elsewhere in this issue.

c. *CC:DA Report (J. Attig; I. Wolley)*

The CC:DA agenda can be found at:

<<http://www.libraries.psu.edu/tas/jca/ccda/agen0401.html>>

Items of interest:

- Terms in common usage (CC:DA's action and the JSC decisions)
- OLAC application for representation on CC:DA.

John also discussed that CC:DA was beginning work on AACR3. This will be a major reorganization of the present rules.

Please see the full [CC:DA report](#) elsewhere in this issue.

d. *Subcommittee on Source of Title Note for Internet Resources (S. Miller)*

This document needs to be updated as some of the links are broken. The importance of this document in light of the new integrating resources cataloging was noted. A deadline of February 15, 2004 was decided upon for completion of a general outline and a time frame for completion.

Please see: <<http://www.olacinc.org/capc/stnir.html>>

e. *Chapter 3 Task Force (R. Lubas)*

The presentation now includes an appendix with MARC tags for the examples.

Please see the full presentation at: <<http://www.olacinc.org/capc/ch3.html>>

f. *Authority Tools for Audio-Visual and Music Catalogers (I. Wolley for R. Bratton)*

Iris announced that this document has been recently edited and expanded to include 15 additional resources.

Refer to: <<http://www.olacinc.org/capc/authtools.html>>

g. *OLAC/CAPC Task Force on Expert Panel: Discussion (L. Bodenheimer)*

Full report at: <<http://www.olacinc.org/capc/expert.html>>

This report will go forward to the Executive Board.

5. New Business

. *Discussion: Added entries for Non-Human Actors and Other Entities (I. Wolley)*

A Task Force will be formed to draft the specifics of a proposal for added entries for non-human actors, a concept suggested by Nancy Olson. CAPC member Greta de Groat expressed interest in working on this proposal.

- a. *Draft 2 of LCRI 25.5B on Uniform Titles for Motion Pictures, Television Programs and Radio Programs*

See the draft: <http://lcweb.loc.gov/catdir/cps0/25_5b2.html>

A discussion of this draft rule interpretation was led by Greta de Groat. It was generally agreed that the examples in this draft were better than previous versions. As the deadline for comments is January 15th, CAPC will not send a group response but individual members are encouraged to do so.

- b. *Rule Interpretation for 9.5C1 (Other Physical Details for Electronic Resources)*

The CAPC members will discuss proposing a standard for the addition of information regarding colored illustrations in the Other Physical Details area for computer files. This will be discussed via e-mail.

- c. *Best Practices and/or FAQ on CAPC Web Page*

Iris will charge a Task Force with studying the desirability and feasibility of an AV Best Practices resource on the CAPC Web page.

- d. *Reorganizing the CAPC Web Page and Ongoing Editing*

Currently, CAPC's "finished products" such as the Chapters 3, 9, and 12 presentations are not listed clearly or separately but on a page with the list of Task Forces. The overall organization of the Web page needs to be examined so users can easily find documentation. Also, some of the CAPC Web publications require editing or updating on a regular basis. CAPC should consider assigning these duties so that the upkeep occurs on a regular basis rather than haphazardly when there is a volunteer. The Authority Tools document is a good example of a CAPC work that is kept up-to-date. The organization of Web pages and the long-term upkeep of the publications will be discussed by CAPC members via e-mail. Cathy Gerhart suggested that perhaps an editor could be appointed to manage the updating of these resources.

6. Adjournment

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Rebecca L. Lubas
OLAC Secretary

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