

**ONLINE AUDIOVISUAL CATALOGERS
CATALOGING POLICY COMMITTEE (CAPC)
ALA MIDWINTER CONFERENCE
Boston, Massachusetts
Friday, January 14, 2005**

Minutes

Lisa Bodenheimer, CAPC Chair, called the meeting to order at 7:35 p.m. *Members present:* Lisa Bodenheimer, Lynnette Fields, Valerie Bross, Susan Leister, Kelley McGrath, Steven Miller, Linda Seguin. *Ex officio members present:* John Attig, Greta de Groat.

There were 33 attendees in total.

1. Welcome and Introductions

2. Approval of Minutes

The [minutes](#) from the CAPC meeting held on October 2, 2004 at the OLAC Biennial Conference in Montréal, Canada were approved.

3. Announcements

The applicants for the open CAPC positions were thanked. The Committee was happy for the strong response to the call for volunteers. The successful candidates for the open CAPC positions will be selected at the OLAC Executive Board meeting on Saturday, January 15.

4. Reports and Discussions

a. *NACO/AV Funnel*

There was no report.

b. *CC:DA (G. de Groat)*

The draft version of Part 1 of the forthcoming AACR3 was discussed. Please see the full [CC:DA report](#) elsewhere in this issue.

c. *MARBI Report (J. Attig)*

John reports that there are two proposals currently under consideration. One is an old proposal regarding hierarchical geographic names, currently used as the 752 field, which was created for the United States Newspapers Project. A decision was made at ALA Annual in Orlando to create field 662 for subject access to hierarchical geographic names. The subfield codes available for this field need to be defined, and the subfield codes for the 752 need to be broadened to include the

new codes. Since the 752 was created with US places in mind, the Committee is trying to generalize subfields so that they will be usable for all types of places, but without reference to any existing content standard, such as LCSH. This is proving to be challenging.

The other topic under discussion is a proposal from catalogers who deal with graphic material and the ambiguities of pictorial representation. In a graphic work, the subject can be a topic or what is depicted in a resource. A distinction can be drawn between these two perspectives on a visual resource. The functional requirements for doing this are not clear and there is the possibility that headings for what is depicted may need to be held in a separate index from headings that are about the subject of a work. Probably this will require a new set of fields, or the addition of labels (such as a subfield \$4 relator code) but how this will work in catalogs and how it will work for users remains to be seen.

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

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

The Source of Title Note document is currently being revised using screen captures. Feedback from OLAC, Autocat, and PCC members is being sought. The Subcommittee hopes to have a final draft by the time of the ALA Annual meeting in June 2005. Certain problems, such as page numbering of PDF documents, may be fundamentally un-resolvable. Serials also have a high level of complexity in source of title. However, it is still felt that this document can help catalogers to make cataloging decisions faster and in a more uniform manner.

e. *Added Entries for Non-Human Actors and Other Entities (G. de Groat)*

There has been no further action on this proposal. It was sent back to Nancy Olson for comment, since she had originally suggested that this proposal be made, but she has not yet responded. The next step will be to send the proposal to the OLAC-List for wider comment. The proposal will be revised so that the recommendations will be more prominent, with the other information available as discussion points.

f. *OLAC/CAPC Task Force on FAQ/Best Practices (L. Seguin, C. Gerhart)*

Cathy distributed a revised charge for the Task Force. The major issue is the scope of questions and answers, what belongs in a FAQ and what requires a fuller "best practices" document. Also discussed was where these materials belong on the Website. The Task Force hopes to have a first draft ready by ALA Annual in 2005.

Cathy and Linda would also like another member for the Task Force. Volunteers should talk to either Cathy or Linda.

g. *CAPC Resource Maintenance Task Force (L. Bodenheimer for S. Roe)*

There was no report.

- h. *Further Comments on the CAPC Web Page (L. Bodenheimer for S. Roe)*
It was moved that the revised version of the CAPC Web page be made permanent. The motion was seconded and the motion passed by acclamation. The new page needs to be approved by the OLAC Board, who will give final approval for it over e-mail.

It was suggested that there be a section of the OLAC Website labeled "Publications", or something similar, that would accommodate documentation. The OLAC Board would need to approve such a change.

It was noted that the revision of documents, plans for archiving documents, and drawing a distinction between documents which are incomplete versus those which are ongoing are part of the charge of the CAPC Resource Maintenance Task Force.

5. **Continued Discussion Regarding a Proposal on the Use of the 041 Field in DVD Records (K. McGrath)**

Kelley McGrath will work with John Attig to make a proposal to MARBI so that all languages listed in the 041 subfield \$a can also be listed in subfield \$b so that there will be coded access to information on all printed titles available, including closed and open captioning as well as conventional subtitles. There is also an issue with how library systems use this field, since it is not often indexed and is an untapped source of information.

It is assumed that since this will not require a new field or subfield to be defined that an informal proposal will be sufficient. If, however, a formal proposal is requested, other groups such as AMIA will be consulted at that time.

6. **New Business**

- a. *Comments on the Background Document Describing the Draft of AACR3, Part 1*
Refer to: <<http://www.libraries.psu.edu/tas/jca/ccda/docs/chair22.pdf>>

The draft of AACR2 Part 1 is not available for wide distribution. It was noted that there is a very short response time for comment on Part 1. However, individual CAPC members who wish to comment on the draft can be given access to the draft and deliver their comments through Greta de Groat before March 25, 2005 [date later changed to February 11, 2005]. Kelley McGrath has offered to examine the draft from the standpoint of visual materials, and Steven Miller has offered to examine the digital aspect of the draft.

- b. *LC Implementation of Genre Headings*
While OCLC will accept LCSH terms in either 650 or 655 fields, it is not clear what is the correct practice for coding form/genre headings since LC has not

moved to a consistent use of 655, although some records with 655 headings are being created. Lisa will request an update on LC's policies and progress with form/genre headings from David Reser in order to have an update by the ALA Annual Conference in June.

7. Adjournment.

Respectfully submitted,

Amy Weiss
OLAC Secretary

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Last updated: March 31, 2005