

**Association for Library Collections & Technical Services  
(A division of the American Library Association)  
Cataloging and Classification Section**

**Committee on Cataloging: Description and Access**

**Chair's Report on CC:DA Motions and Other Actions  
January 19–June 10, 2005**

**I. The following is a record of motions made and votes taken between  
January 19 and June 10, 2005:**

- A. *CC:DA/TF/ISBD(CM)/1 and 2* [Form a Task Force Force to Review ISBD(CM); February 24, 2005]: 8 votes yes, 0 votes no; the motion passes.
- B. *5JSC/AACR3/I and ALA response to that document [Arrangement of Part I of AACR3; March 8, 2005]*: 5 votes yes, 3 votes no; the motion passes. The motion was: ALA recommends that Part 1 of AACR3 be arranged in a single sequence of rules organized in chapters based on the ISBD areas, with chapters A2 and A3 merged into the general rules for each area, and with each supplementary rules placed following the general rule to which it pertains. (Note that this assumes that there would only be a few short general rules for areas 3 and 5.)

Specifically, ALA recommends the following outline for Part 1:

- Chapter 0: Preliminary rules, sources of information, etc.
- Chapter 1: Title and statement of responsibility area
- Chapter 2: Edition area
- Chapter 3: Material-specific details area, general rules followed by subsections for:
  - Numbering [scope to be determined]
  - Musical presentation statement [notated music]
  - Mathematical data [cartographic material]
  - Digital graphic representation [cartographic material]
- Chapter 4: Publication, distribution, etc., area
- Chapter 5: Technical description, subdivided into sections for each element:
  - Extent [subdivided by type of media]
  - Other details [subdivided by type of media]
  - Dimensions [subdivided by type of media]
  - Accompanying material [general rules, with a few supplementary rules interspersed]
- Chapter 6: Series area

- Chapter 7: Notes area; subdivided by type of note, with supplementary rules based on type of content or media, as needed
- Chapter 8: Standard numbers
- Chapter 9: Other general rules

- C. *5JSC/AACR3/I* and ALA response to that document [Affirm CC:DA support for summary document of ALA's Representative to JSC; March 24, 2005]:** 8 votes yes, 0 votes no; the motion passed. The motion was to authorize an ALA response to *5JSC/AACR3/I*, based on the cover memo drafted by the ALA Representative to the JSC, the Task Force reports dealing with the draft, and comments by members of the cataloging community, said comments as collected in the account- and password-protected Confluence website.
- D. *5JSC/CILIP/1/ALA response* [ALA response to *5JSC/CILIP/1* on abbreviations; April 5, 2005]:** 8 votes yes, 0 votes no; the motion passed. The motion was to authorize an ALA response to *5JSC/CILIP/1*, based on the comments received on the CC:DA discussion list and the comments posted on the Confluence website.
- E. *CC:DA/TF/ISBD(CM)/3* [Motion to accept the report of the Task Force on the Review of ISBD(CM); April 7, 2005]:** 8 votes yes, 0 votes no; the motion passed. There was discussion concerning the point that the report included comments referring to the draft of part I of AACR3 because that was specifically included in the Task Force's charge, and this information was not necessarily of interest to the IFLA group to which CC:DA's review of the document would be sent. The chair pointed out that with cataloging-document reviews, what a task force report contains and what the chair sends to the organization receiving a review of that organization's documents are always two different documents; this is because CC:DA's needs and interests are never exactly the same as the needs and interests of another organization.
- F. *CC:DA/TF/Cataloging Microform Sets/1 and 2* [Formation of the Task Force for the Revision of the ALCTS Online Publication "Guidelines for Cataloging Microform Sets;" April 29, 2005]:** 8 votes yes, 0 votes no; the motion passed. CC:DA has been asked by the ALCTS Publication Committee to revise this document. The revision is to be completed by October 31, 2005.

## II. Other actions during this time period

- A. Draft of Part I of AACR3:** From January through late March, CC:DA was very active in working on the draft of Part I of AACR3 at the Confluence website. CC:DA members, members of cataloging groups with representatives on CC:DA, and members of cataloging departments in which CC:DA members were

employed were all able to make comments on Confluence; in some of the latter two cases, the CC:DA member chose to enter the comments on Confluence rather than explaining the system to persons who would in all likelihood not be using the system again. Comment period on Confluence ended on February 11. From that time until late February, Cheri Folkner, Kristin Lindlan, Kathy Winzer, and the chair worked on summarizing the comments, which were then ready for Jennifer Bowen, the ALA representative to JSC, to use to work on constructing her response to the draft for JSC. Beginning in mid-February, Jennifer led discussions on the CC:DA listserv on major issues (e.g., transcription; arrangement of part I; single-record approach; etc.) where she needed to know CC:DA's stand. Jennifer wrote her report based upon: the discussions on the CC:DA listserv; and the summaries of comments in Confluence. Her report was issued on March 31 (*5JSC/AACR3/I/ALA rep response*). In May, Jennifer issued a report to CC:DA on the JSC meeting in Chicago on April 24-28, 2005, noting as the major matter a change in direction, including a name change from AACR3 to RDA (Resource Description and Access). To solicit feedback on various preliminary rules that will be included in the forthcoming Prospectus to RDA, a JSC document from RDA's editor, Tom Delsey – "Editor's follow-up to constituency responses on focus of the description and sources of information" (*5JSC/AACR3/I/Editor follow-up/1*) – was issued. This required a response from ALA in a timely fashion; CC:DA members had through June 6 to input comments into Confluence, for both the editor's document – and the LC response to the editor's document – and an LC document on basis of description (*5JSC/LC/1/Rev*). Jennifer's responses to each document were issued June 13, 2005 (*5JSC/AACR3/I/Editor follow-up/1/ALA response*; *5JSC/LC/1/Rev/ALA response*). Generally, ALA agreed with LC's thoughts both re the arrangement of these rules and re basis of description, although ALA preferred a more detailed review of rules for sources of information before simplifying these rules to the extent proposed by LC.

- B. ALCTS/CCS Task Force to Review CC:DA Representation report:** During February, CC:DA members had an opportunity to review the CCS Task Force report on membership of CC:DA. In summary, the report recommended that CC:DA have membership from appropriate metadata (generally non-library) groups, and that membership from library groups should be only those groups that had an existing cataloging committee. CC:DA response to the report was favorable. Using the positive comments from CC:DA [see item II. B. above], the chair wrote a report to the chair of CCS (*CC:DA/Chair/2004-2005/7*), noting CC:DAs agreement with the report and expressing an interest in working with CCS on implementing the suggestions in the reports.
- C. CCS final draft of the "Guidelines for Standardized Cataloging for Children":** CC:DA members had a week at the end of March to input comments on this final draft into the Confluence website. The chair issued a document (*CC:DA/Chair/2004-2005/5*; April 12, 2005) summarizing the comments, which

were relatively few and had to do with access points and with typographical errors.

- D. Review of draft of ISBD(CM):** Using as a base the report written by the CC:DA Task Force on the Review of ISBD(CM) [see item I. E. above], the chair constructed a report to send to the appropriate group in IFLA ([CC:DA/Chair/2004-2005/6](#)). The 15-page document concentrated on: relationship of ISBD with AACR in general; issues and problems with text content; and typographical and formatting errors.
- E. ALCTS/CCS Task Force on Identification of CC:DA Representatives:** Marty Kurth (chair), Matthew Beacom, and the CC:DA chair were appointed to a CCS task force in late May, with a report date to CCS of June 13, 2005. The objectives of the task force were to: identify specific generally non-library groups that CCS should approach about having a representative to CC:DA; and identify organizations without cataloging committees currently having representatives on CC:DA. When the CCS Executive Committee has completed their discussions on this report and formally accepted it, the CC:DA chair will send a copy of the report to CC:DA.
- F. ALA Online Communities software:** Charles Wilt, executive director of ALCTS, has identified CC:DA as one of the groups in ALCTS that is very interested in using groupware to carry on its committee work; this would be as a replacement for Confluence groupware, which is hosted by library systems of the library for which the CC:DA chair works – Davidson Library, University of California, Santa Barbara. The software is currently in test by ALA; CC:DA chair will be working with Charles Wilt on trying out the software and eventually having a test by CC:DA members.