MEMBERS MEMBERS PRESENT: Robert Maxwell (Chair), Laurence S. Creider, Emily Epstein, Jane Gillis, Juliet McLaren, Richard Noble, Elizabeth Robinson, Sandra Sider, Bruce Tabb, Jerry Wager.

EXCUSED: Christine Clarke, Russell Martin, Melinda Hayes

VISITORS: John Attig, Deborah J. Leslie, Patrick Russell, Roberta Engleman, Asmique Hulvey, Regan Kladstrup, Larry Heiman, Gregory Pass, Elizabeth O'Keefe, Hope Mayo, Jennifer Cabanero, Maria Oldal, Joel Rudy, Mary Faith Pankin, Anna Bruan, Alexandra Mason, Scott Carlisle, Eric Holzenberg, Jane Siegel, Henry Raine, Him Kuhn, Elaine Shiner, E.C. Schroeder, Sally McCallum, Michael North, Cora Teel, Manon Théroux, Margaret Nichols

1. SETTLEMENT OF AGENDA

After members and guests introduced themselves, the agenda was settled. There was only one item on the agenda that was moved. The rare serials section was moved to the DCRB section of the agenda.

2. APPROVAL OF 1998 MIDWINTER MINUTES

The minutes were approved as submitted.

3. ANNOUNCEMENTS

The Library of Congress has signed a contract for a new ILS. Until the system is installed in the year 1999, no changes to indexing will be made, no new elements or features will be added, with one exception. New elements that are now in the test region, such as subfield v, will be added to the system.

4. COMMITTEE PUBLICATIONS

a) Revision of Examples to Accompany DCRB

ALA will not print a new edition of "Examples to Accompany AACR2" until the old edition has sold out. Noble will put up Web versions. Sider announced she had scanned photocopies but result was not good. Maxwell said he had scanned some images from photographs with better results. The issue of a new cover was brought up. Several people said they liked the old cover. It was originally used to keep publications uniform.

b) BSC Home Page: http://www.lib.byu.edu/~catalog/people/rlm/bsc/home.htm

Maxwell reported on the usage of the various web sites the Committee oversees. The BSC Home Page gets about 110 hits/month. The DCRB Core page, since January gets about 25 hits/month. The Guide to Rare Books in Online Systems usage has gone down since January. Latin place names file has gone from about 300 to about 400 hits/month. The recon survey gets about 50 hits/month. Other sites are now linking to the Resources for the Rare Materials Cataloger page.

c) RBMS/BSC Resources for the Rare Materials Cataloger: http://www.library.upenn.edu/ipc/rarecat.html

Creider reported on the Resources for the Rare Materials Cataloger site. Several items are still needed: Roman calendar, Latin abbreviations, Manuscript abbreviations, Greek abbreviations and ligatures, early printing alphabets, collation formula, pre-1960 calendar of Catholic saints (there is trouble finding one out of copyright). Noble agreed to work on collation formula. Several useful links have been added: Universitaet Frankfurt Internetquellen zu Handschriften, VD-17 -- Das Verzeichnis der im deutschen Sprachraum erschienenen Drucke des 17. Jahrhunderts (German imprints of the 17th century), Istituto centrale per il catalogo unico (limit search to libro antigo), Catalogo colectivo del patrimonio bibliografico espanol, Kommission fuer Schrift- und Buchwesen des Mittelalters der Oesterreichischen Akademie der Wissenschaften (indexes to various Austrian manuscripts). He has had to remove the link to the Hand Press Books database; that is now a trial database on RLIN. Leslie commented that the Table of Contents should be shorter so that one does not have to scroll to see them all. Question was raised as to other links that could be made on this site.

d) DCRB "Core Standards for Rare Books"

Maxwell reported on the status of the DCRB Core. The committee has been working on the DCRB core for 1 ½ years. The committee listened to the comments that were made at the hearing held at midwinter on the core record and made changes to the document. They also talked to the PCC Standards Committee and made some changes. The PCC made encouraging comments. Manon Théroux mounted on the web a good table of core vs. full cataloging. The core only goes through footnote 6. Footnote 6 should be changed to "six" thesauri, not five. Footnote 6 was discussed: should a 655 be mandatory if applicable. Discussion followed that the committee wanted to encourage use of 655 but did not want to make its use mandatory. The consensus was that it should not be required. Footnotes 3, 4, and 6 were changed from the latest web version.

Motion was made:

"Move we accept DCRB Core Standard as amended." Seconded. Passed.

e) "Guide to Rare Books in Online Systems"

Noble reported that several changes had been made but most of them were minor. It still needs something in 9. Special characters. John Attig should be consulted. Question was asked: Have

people used this? Maxwell reported that Brigham Young and Cornell have and Wager reported that LC had.

f) Codex manuscripts standards

Creider reported that Gregory Pass has come up with a draft of the rules. Some of it is sketchy and there are areas that will have to be filled out. It was recommended that more manuscript people look at this draft and make comments. A number of people volunteered to work as a subcommittee on this project: Gregory Pass, Larry Creider, Sandy Mason, Bruce Tabb, Bob Maxwell, Jim Kuhn, Margaret Nichols, Consuelo Dutschke, Roberta Engleman, Patrick Russell, Monique Hulvey, J. Marrow, Elizabeth O'Keefe. Someone from LC would be asked to join the group. The text is mounted on the Vatican Film Site. The subcommittee will examine it, make recommendations and have a draft by early December.

Henry Snyder has two questions from IFLA: First, IFLA needs a definition of manuscript. The subcommittee will do this. Second, should there be an ISBD for this type of manuscript? Yes, and the BSC would like to have input. It was mentioned that there is a European counterpart to this. The Swedes are developing their own set of rules.

g) Relator terms

The list of relator terms was last published in 1987. LC took their list for codes from our list. AACR2 abbreviations were used. McLaren tried to have a new term (Contributor) added. There is a procedure to be followed that is similar to the one used for the thesauri. The codes, following subfield 4, are governed by authority control; the terms, following subfield e, have no authority control. The thesaurus group will evaluate new terms. McLaren will mount and link to home page. Wager will try to have LC change wording of USMARC Codes list. The question was raised as to whether we should use full words instead of abbreviations.

h) DCRB

Maxwell reported that LC would fully support our revision of DCRB. Beacher Wiggins, from LC, had suggested that Jerry Wager be the liaison with this committee. After the committee worked on the revision, Jerry would take it to LC. The consensus of the committee was that we should continue with the revision. Others outside the committee were encouraged to work with us on the revision. Anyone interested should contact Bob Maxwell, who will set up a listserv.

Work on DCRB was divided up as follows:

1. USMARC on DCRB - Russell;

2. Core - Creider, with involvement from Jain Fletcher; this group will examine minimal level and whether core should replace minimal level or be an addition;

3. 19th century/post handpress - Schroeder, with Manon Théroux;

4. Transcription - Robinson

5. Other: Serials - Gillis and McLaren; Music - Jain Fletcher; Maps and cartographic materials - Sider

6. Glossary - Sider; special attention to definition of title page;

7. Principles - Maxwell; comparison of DCRB with British rare book rules; ISBDA, ISBDR; comparison of DCRB and AACR2;

8. Examples - Hayes; how to incorporate them

9. Revisions in the future - McLaren

10. Single sheet publications -

It was suggested that the rare book rules (DCRB) would become one of the volume of a new series, Descriptive Cataloging of Rare Material (DCRM) with other volumes such as Descriptive Cataloging of Rare Serials (DCRS), etc.

Maxwell announced a time table and the committee agreed it was tight but possible: 6 months - preliminary reports 12 months - preliminary draft 18 months - good draft, with possible hearing 24 months - DCRM, with all of its parts, finished

i) RARE SERIALS

Gillis and McLaren reported that they had met with Jean Hirons, CONSER coordinator, and had decided to turn the rare serials module they are writing into two different works: a "descriptive cataloging of rare serials", which will give the rules; and a CONSER rare serials module, which will have a discussion of the how and why of rules application.

5. MARBI DISCUSSION

a) BSC proposal on Recording Incorrect Dates in Field 008/06-14 in the USMARC Bibliographic Format (Proposal No. 98-7) http://lcweb.loc.gov/marc/marbi/1998/98- 07.html

Attig reported that the code for the fixed field will remain the same and that any other dates will go into the 046. This was actually an RLG proposal and they are very interested in implementing this. OCLC has no plans to use the second date. It was pointed out that the new use of the 046 should be added to the Online Guide.

b) Discussion paper on Recording Language of Heading in USMARC Authority Records http://lcweb.loc.gov/marc/marbi/dp/dp108.html

Attig reported that there is movement towards using authority records internationally. IFLA is interested in this because of cost savings.

d) Dates in 752 field

Sally McCallum, from LC, joined us for a discussion of the proposal to add a date (subfield f) to 752. McCallum said that there were two ways of implementing this: the expensive and elegant (use Boolean searching to combine elements from different parts of the record) and the cheap and dirty (adding date to 752). New systems might be able to do this, but what about libraries that might not get a new system for many years or libraries that have recently gotten a new system in which this kind of search is not possible? McCallum asked the group if there were any other kinds of sorting that individuals would like to have: chronological, place and date, date and place? Question was raised whether date sorting was in the Guide to Online Systems. It is not; should it be? No consensus could be reached. Should we depend on new systems to give us what we want? Can they? McCallum said she is willing to put out a discussion paper on ability to do a combined search on place and date.

USMARC is about to implement the 8 bit version of Unicode for those characters in the USMARC character set. Attig asked if we could talk about a USMARC character set for Greek? McCallum asked if it had to be reversible. Attig asked if there was anything this committee could do to move this forward. McCallum said vendors have to know what is mandatory. Raine said that in some cases it is the institution that has to know what is mandatory. Leslie reported that Jackie Dooley has been a very strong advocate for this and that she should be offered the opportunity to do a position paper.

Another question to McCallum was about the USMARC relator codes. The official name is "List of codes". This committee would prefer relator terms. Could the name be changed? To list of codes and terms? McCallum said the committee should contact LC and ask if they really mean just "codes". McCallum pointed out that the codes (subfield 4) have an international advantage and are not limited to one language.

6. SUBCOMMITTEES

a) THESAURI

i) Recomposition of the subcommittee

Leslie talked about the reorganization of the Thesaurus Committee. Martin is leaving and Russell is coming on board. For the next 6-12 months Leslie and Tabb will be co-editors, after which time Tabb will be the sole editor.

ii) Discussion of the terms http://www.library.yale.edu/~jgillis/termdisc.htm

The first term was a change in spelling of the word "catalogue" to "catalog" in all terms and titles. Leslie reported that John Thomas and Sandy Mason had been on the original committee and the thought had been that "catalogue" would have an international use and standard. Since then, though, there has been unforseen use of LCSH and the consequent use of "catalog". Leslie reported that Brian Hilyard, from the National Library of Scotland, had no complaint in the change to "catalog"; that John Thomas was sorry to see the change but sees that consistency with

other thesauri is compelling; and that Sandy Mason also sees consistency as compelling. The change was approved by the committee. The Editorial Team will change "catalogues" to "catalogs" in all terms.

Cruise books was put on hold at midwinter so that Scope Note could be investigated. Sider reported that these were in fact only on naval cruises and not on commercial line cruises. Noble said that the "amateur in nature" should be kept in the Scope Note and the committee agreed with him. The committee accepted the term.

Prospectuses has been used for both publishers' prospectuses and company prospectuses. The current proposal would change "prospectuses" to be the parent term and two new narrower terms under it: publishing prospectuses (for books) and "company prospectuses" (for businesses). Leslie reported that she was not sure if the terms were correct. Leslie reported another option would be to leave 'Prospectuses" for publishing and have just one new term: "Company prospectuses". The committee approved "Company prospectuses".

"Book auction catalogs" was the next term An alternative was suggested: Book auction |x Catalogs. In the discussion, the Committee did not like the suggestion. "Book auction catalogs" was accepted.

"Perpetual calendars" was proposed and accepted.

c) 1998 PRECONFERENCE (Washington, D.C.)

Russell Martin, in his introduction, set the stage for 19th century books. Manon Theroux took six books and cataloged each of them according to DCRB Full, DCRB Core and AACR2. They are at: http://www.library.yale.edu/~mtheroux/19c/ . Unfortunately, there was not enough time for discussion of cataloging 19th century materials and whether DCRB should be revised to take into account the 19th century.

d) 1999 Preconference (Quebec, Canada)

McLaren reported that she and Gillis will be giving a four hour workshop on cataloging rare serials, from 1-5 pm on the last day of the conference (Thursday).

7. RECON SURVEY http://www.lib.byu.edu/~catalog/people/rlm/bsc/survey98.htm

Sider reported that 22 surveys had been sent back with varying degrees of completeness. Three more are promised by September. Most (14) were satisfied. Only three libraries were not satisfied. Cleanup is ongoing. Ten libraries are planning recon in the near future. People want information on vendors, price. Most people thought published guidelines would be helpful. There is a September 1 cutoff for the survey.

8. NEW BUSINESS

a) Widows/heirs of printers

Robinson presented some of the problems with widows printers and heirs of printers. Some widows, heirs use own name, some a "widow of", "heirs of" phrase. Is the heading for the printer a personal name or a corporate body? How does it represent itself? Should we try to get an LCRI or do a study? We will have a report by midwinter on what people are doing.

b) With the revision of DCRB along with other business, the question was raised whether the committee needs more time. No conclusions were made.

Respectfully submitted,

Jane Gillis, Secretary