



## Committee on Cataloging: Description & Access

# 1995 ALA Midwinter Meeting Philadelphia, PA

### *Documents*

Agenda  
Action Summary  
Minutes

CC:DA/A/31

## Committee on Cataloging: Description & Access

### 1995 Midwinter Meeting — Philadelphia, PA

# AGENDA

*Saturday, February 4, 1995 – 2:00-5:30 p.m.  
Philadelphia Convention Center, Room 201CA*

1. Welcome and opening remarks: Chair [Minutes]
2. Introduction of members, liaisons, and representatives: Group [Minutes]  
[CC:DA/Roster/1995 January]
3. Adoption of agenda: Chair [Minutes]  
[CC:DA/A/31]
4. Correction and approval of minutes of meetings held at the 1994 Annual Conference, Miami Beach, FL, June 25 and 27, 1994: Chair [Minutes]  
[CC:DA/M/429-452]
5. Report from the Chair: Chair [Minutes]  
[CC:DA/TF/Conf. Proc./6]

[CC:DA/Z39.41]  
[CC:DA/Z39.14]

- [Action] [Minutes]
6. Old business: Contact with the Text Encoding Initiative about the TEI header: Chair  
[Action] [Minutes]
7. Old business: Cross-references for legal documents and headings: Sitkin  
[CC:DA/3JSC/LC/13/rev./final/2]  
[Action] [Minutes]
8. Report from the ALA Representative to the Joint Steering Committee: Hill  
[Action] [Minutes]
9. Report of the Task Force to Review Proposed American National Standard ANSI/NISO/ISO 3166 (Codes for the Representation of Names of Countries), and Report of the Task Force to Review Proposed NISO Standard Z39.18 (Scientific and technical reports – elements, organization, and design): Johnson  
[CC:DA/TF/ANSI 3166/6 and 6s]  
[CC:DA/TF/Z39.18/4 and 4s]  
[Action] [Minutes]
10. Report from the Task Force on Communication and Outreach: Fiegen  
[CC:DA/TF/Communication and Outreach/6]  
[CC:DA/TF/Communication and Outreach/7]  
[CC:DA/TF/Communication and Outreach/8]  
[Action] [Minutes]
11. New Business: Music Library Association proposal on the cataloging of videorecordings that include musical elements: Schreur  
[CC:DA/MuLA/1995/1]  
[Action] [Minutes]
12. New Business: Committee to Study Serials Cataloging proposal to modify AACR2r 12.3D1: Altschuler  
[CC:DA/Serials Cat./1995/1]  
[Action] [Minutes]
13. Adjournment for the day: Chair  
[Minutes]

***Monday, February 6, 1995 – 9:30 a.m.-12:30 p.m.  
Philadelphia Convention Center, Room 201B***

14. Welcome and opening remarks: Chair  
[Minutes]
15. Report from the Task Force on a Forum on Natural History Cataloging Issues: Jizba  
[Action] [Minutes]
16. Machine-readable AACR: Duke  
[Action] [Minutes]
17. Report from the MARBI Representative: Gerhart  
[Action] [Minutes]
18. Report from the IFLA representative  
[CC:DA/IFLA/16]  
[Minutes]

19. New Business: Recommendations from the Joint ALA/CCS/CC:DA-ACRL/STS Subcommittee to Plan a Preconference on the Bibliographic Control of Conference Proceedings: Sarah Shatford Layne  
[CC:DA/TF/Conf.Proc./7]  
[Action] [Minutes]
20. Report from the Library of Congress representative: Tillett  
[Action] [Minutes]
21. New Business: ALCTS/AV and OLAC/CAPC proposal for improved wording and examples in AACR2r 7.7B2 (closed caption moving image materials and the related categories: open-signed and audio described): Childress  
[CC:DA/AV/7.7B2/1]  
[Action] [Minutes]
22. New Business: CC:DA input into future updates of *Names of Persons*: Tillett/Chair  
[CC:DA/LC/1995/1]  
[Action] [Minutes]
23. Reports from the floor, Announcement of next meeting and Adjournment: Chair  
[Minutes]

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CC:DA/A/Action Summary/1995 February

## **Committee on Cataloging: Description & Access**

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## **Summary of Actions Taken**

1. Heard a report from the Chair indicating that four ANSI/NISO documents were received for CC:DA consideration and votes. Task Forces were formed to address ANSI 3166 and Z39.18, while the Chair voted ABSTAIN on Z39.14 and Z39.41. The Chair also mentioned that there was considerable interest in CC:DA considering how to communicate draft documents to the public for comment; this should be discussed in the near future.
2. Discussed the possible relationship of the TEI Header to AACR2 and MARC. Brad Eden volunteered to write a discussion paper for CC:DA consideration before the 1995 Annual Meeting, at which point this topic will again be discussed, with the possibility of forming a Task force to consider the relationship.
3. Reviewed the American Association of Law Libraries document on Cross-references for Legal Documents and Headings. Unanimously approved the document and forwarded it to the JSC.
4. Heard a report from the JSC Representative. Suggested another example for 3JSC/ALA/23/LC response ..., and voted in favor of adding

*Mode of access:* to the rule.

5. Heard a report from Bruce Johnson on the two ANSI/NISO document Task Forces. Both documents were returned to NISO with the vote of APPROVE, WITH COMMENTS.
6. Heard a report from the Task Force on Communication and Outreach. Discussed the proposed pamphlet, and suggested some additions and changes, which will be submitted to the ALA-CCDA list for Committee approval in the next few months. Discussed the "How to submit a rule change document," and approved it with minor editorial corrections. Approved the extension of the Task Force's charge until after the 1995 Annual Meeting.
7. Discussed the Music Library Association proposal on the cataloging of videorecordings that include musical elements. Decided to form a Task Force to study the broader issues of which this is one example. Brad Young volunteered to write a draft TF charge for the Chair.
8. Heard a brief report from the Task Force on a Forum on Natural History Cataloging Issues. Added three members to the Task Force.
9. Heard the MARBI report.
10. Heard a report from John Duke and David Epstein on the machine-readable AACR2.
11. Heard a report from the Library of Congress representative.
12. [Heard the recommendations from the Joint CC:DA -] ACRL/STS Subcommittee to Plan a Preconference on the Bibliographic Control of Conference Proceedings. Decided to form a Task Force to review the existing information on the rules for the cataloging of conference proceedings and recommend courses of action, including guidelines production, possible rule changes, etc.
13. Discussed the ALCTS/AV-OLAC/CAPC proposal for improved wording and examples in AACR2r 7.7B2 (closed captioning, etc.). Approved the document with changes, and forwarded it to the JSC.
14. Discussed the LC suggestion that CC:DA provide input into future updates of *Names of Persons*. Forwarded the portion on Francophone African names to CC:AAM. Decided that the Chair should contact Lisa Mitten (of the ALA Library Services for American Indians Subcommittee and the American Indian Library Association) about American Indian names.
15. Discussed the SS/Committee to Study Serials Cataloging proposal to change the wording in AACR2r 12.3D1 (serial numbering/designation). Decided not to support the proposal.

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