

JOINT STEERING COMMITTEE FOR DEVELOPMENT OF RDA
MEETING TO BE HELD 15-19 OCTOBER 2007 IN CHICAGO, U.S.A.

DRAFT AGENDA

Note: JSC members are asked to bring documents marked "*" to the meeting.. Documents marked "^" are only available to JSC members. Access to additional listed documents will be available if needed during the meeting.

Note: Executive Sessions (indicated below) are closed to observers.

Monday 15 October a.m. <5 hours>

Executive Session 1

- 1. Session on RDA authoring software (1 hour incl. practice)**
- 2. Liaison with the co-publishers of RDA (1 hour)**

End of Executive Session 1

Executive Session 2

- 3. RDA Project Manager's report (1 ¼ hours)**
 - Update on Glossary editor**
5JSC/Chair/11
5JSC/Policy/3/Rev
 - Outreach**
5JSC/Chair/4
5JSC/Chair/4/Rev
5JSC/Chair/4/Rev/2

5JSC/Chair/8
5JSC/Chair/8/Rev
5JSC/Chair/8/Rev/2
 - Training and implementation of RDA**
 - Risk assessment for RDA content development**
 - CoP update**
5JSC/Restricted/Chair/8*^
- 4. Communication with other resource description communities (1 ½ hours)**
5JSC/Chair/10*

5JSC/Restricted/Chair/9*^
- 5. Formal recognition of individuals and groups contributing to the development of RDA (5 mins.)**

6. Scope of JSC Web sites and document distribution (5 mins.)

End of Executive Session 2

Monday 15 October 2.30 p.m. <3 hours>

- 7. Approval of the agenda (5 mins.)**
- 8. Minutes of the previous meeting held 16-20 April 2007 (5 mins.)**
5JSC/M/129-169
5JSC/M/Restricted/129-169*^
- 9. Actions arising out of the JSC Meeting April 2007 (15 mins.)**

General RDA

- 10. RDA Strategic plan and Scope and structure (20 mins.)**
5JSC/Strategic/1/Rev*
5JSC/RDA/Scope/Rev*
- 11. General Introduction for RDA (45 mins.)**
5JSC/RDA/Prospectus/Rev/4

Part B of RDA

The following documents may be referred to during the discussion of this section of the agenda:

5JSC/Part A/Chapters 6-7
5JSC/RDA/Part A/Chapters 6-7/LC response
5JSC/RDA/Part A/Chapters 6-7/CCC response
5JSC/RDA/Part A/Chapters 6-7/BL response
5JSC/RDA/Part A/Chapters 6-7/ACOC response
5JSC/RDA/Part A/Chapters 6-7/ALA response
5JSC/RDA/Part A/Chapters 6-7/CILIP response

5JSC/Editor/RDA/Part B
5JSC/Editor/RDA/Part B/Chapter 13/13.1 strawman

5JSC/ACOC rep/1*
5JSC/ACOC rep/1/CILIP response*
5JSC/ACOC rep/1/LC response*
5JSC/ACOC rep/1/ACOC response*
5JSC/ACOC rep/1/ALA response*
5JSC/ACOC rep/1/CCC response*
5JSC/ACOC rep/1/BL response*
(Note: these documents are also listed at agenda 34)

5JSC/Restricted/LC rep/2 ^*

5JSC/Editor/2 *

12. **Draft of RDA Introduction to Part B (45 mins.)**
5JSC/Editor/RDA/Part B/Introduction *^
13. **Draft of RDA Part B, chapter 8 – General guidelines on access point control (45 mins.)**
5JSC/Editor/RDA/Part B/Chapter 8 *^

Tuesday 16 October a.m. <3 ¾ hours>

14. **Draft of RDA Part B, chapter 9 – Persons (1 ¼ hours)**
5JSC/Editor/RDA/Part B/Chapter 9 *^
15. **Draft of RDA Part B, chapter 10 – Families (1 ¼ hours)**
5JSC/Editor/RDA/Part B/Chapter 10 *^

Including discussion of:

Family names discussion guide
5JSC/Restricted/ACOC rep-CCC rep/1 *^

16. **Draft of RDA Part B, chapter 11 – Corporate bodies (1 ¼ hours)**
5JSC/Editor/RDA/Part B/Chapter 11 *^

Tuesday 16 October p.m. <3 ¾ hours>

17. **Draft of RDA Part B, chapter 12 – Places (1 hour)**
5JSC/Editor/RDA/Part B/Chapter 12 *^
18. **Draft of RDA Part B, chapter 13 – Works, expressions, manifestations, and items (1 ¾ hours)**
5JSC/Editor/RDA/Part B/Chapter 13 *^

Including discussion of:

IME ICC 5.2.4 Forms of Uniform titles
5JSC/CILIP rep/1*
5JSC/CILIP rep/1/ALA response*
5JSC/CILIP rep/1/BL response*
5JSC/CILIP rep/1/LC response*
5JSC/CILIP rep/1/CILIP response*
5JSC/CILIP rep/1/ACOC response*
5JSC/CILIP rep/1/CCC response*

19. **Draft of RDA Part B, chapter 14 – Musical works and expressions (1 hour.)**
5JSC/Editor/RDA/Part B/Chapter 14 *^

Wednesday 17 October a.m. <3 ½ hours>

20. **Draft of RDA Part B, chapter 15 – Legal works (1 hour.)**
5JSC/Editor/RDA/Part B/Chapter 15 *^

Including discussion of:

Addition to "Other agreements involving jurisdictions"

5JSC/CCC/1
5JSC/CCC/1/LC response
5JSC/CCC/1/BL response
5JSC/CCC/1/ACOC response
5JSC/CCC/1/CILIP response
5JSC/CCC/1/ALA response
5JSC/CCC/1/LC response/LC follow-up*
5JSC/CCC/1/LC response/LC follow-up/ALA follow-up*
5JSC/CCC/1/LC response/LC follow-up/ALA follow-up/CILIP response*
5JSC/CCC/1/LC response/LC follow-up/ALA follow-up/BL response*
5JSC/CCC/1/LC response/LC follow-up/ALA follow-up/LC response*
5JSC/CCC/1/LC response/LC follow-up/ALA follow-up/ACOC response*
5JSC/CCC/1/LC response/LC follow-up/ALA follow-up/CCC response *

21. Draft of RDA Part B, chapter 16 – Religious works (1 hour.)

5JSC/Editor/RDA/Part B/Chapter 16 *^

Including discussion of:

Bible Uniform Titles

5JSC/LC/8
5JSC/LC/8/BL response
5JSC/LC/8/CILIP response
5JSC/LC/8/CCC response
5JSC/LC/8/ALA response
5JSC/LC/8/ACOC response
5JSC/LC/8/Chair follow-up*
5JSC/LC/8/Chair follow-up/CILIP response*
5JSC/LC/8/Chair follow-up/BL response*
5JSC/LC/8/Chair follow-up/LC response*
5JSC/LC/8/Chair follow-up/ALA response*
5JSC/LC/8/Chair follow-up/CCC response*
5JSC/LC/8/Chair follow-up/ACOC response*

22. Draft of RDA Part B, chapter 17 – Official communications (45 mins.)

5JSC/Editor/RDA/Part B/Chapter 17 *^

23. Draft of RDA Part B, chapter 18 – Manuscripts and incunabula (45 mins.)

5JSC/Editor/RDA/Part B/Chapter 18 *^

Wednesday 17 October p.m. <4 hours>

24. Draft of RDA Part B, chapter 19 – Other information used in access point control (45 mins.)

5JSC/Editor/RDA/Part B/Chapter 19 *^

25. Wrap up of Part B issues (30 mins.)

Confirmation of decisions made at agenda items 12 & 13:

Draft of RDA Introduction to Part B

Draft of RDA Part B, chapter 8 – General guidelines on access point control

Including discussion of:

- **Required elements for Part B**

26. **Revised draft statement of objectives and principles for RDA (45 mins.)**
5JSC/Editor/RDA/Objectives and Principles/Rev/3*^

Note: This document will be discussed as appropriate with each of the draft Part B chapters. This agenda item is to discuss plans for revision of the document.

27. **RDA Part B Internationalization (20 mins.)**
5JSC/Restricted/LC rep/2 *^

Note: This document will be discussed as appropriate with each of the draft Part B chapters. This agenda item is to discuss the next steps for the proposal.

28. **Examples in Part B (40 mins.)**

Part A of RDA

The following document will be referred to during discussions on part A:

5JSC/RDA/Element analysis

Chapters 1-2, 4-5

The following documents will be referred to during the discussion of this section of the agenda:

5JSC/RDA/Part I*
5JSC/RDA/Part I/LC response / 5JSC/RDA/Part I/Chapter 3/LC response*
5JSC/RDA/Part I/CCC response*
5JSC/RDA/Part I/ACOC response / 5JSC/RDA/Part I/Chapter 3/ACOC response*
5JSC/RDA/Part 1/ALA response*
5JSC/RDA/Part I/BL response / 5JSC/RDA/Part I/Chapter 3/BL response*
5JSC/RDA/Part I/CILIP response / 5JSC/RDA/Part I/Chapter 3/CILIP response*

29. **Revised draft of RDA - Part A – Introduction (1 hour)**
5JSC/Editor/RDA/Part A/Introduction/Rev *^

Thursday 18 October a.m. <4 hours>

30. **Revised draft of RDA - Part A – Chapter 1 (1 hour)**
5JSC/Editor/RDA/Part A/Chapter 1/Rev *^

Including discussion of:

- **Changes requiring a new description (in particular change in carrier) 5JSC/M/137.2**
- **RDA Part I Internationalization: Decisions on the proposals on recording numbers in sections B, C, D, and E of the LC proposal (instruction 1.7)**
5JSC/LC/5
5JSC/LC/5/BL response
5JSC/LC/5/ALA response

5JSC/LC/5/CCC response
5JSC/LC/5/CILIP response
5JSC/LC/5/ACOC response
5JSC/LC/5/Rev*
5JSC/LC/5/Rev/ACOC response*
5JSC/LC/5/Rev/BL response*
5JSC/LC/5/Rev/CILIP response*
5JSC/LC/5/Rev/CCC response*
5JSC/LC/5/Rev/ALA response*

31. Revised draft of RDA - Part A – Chapter 2 (2 hours)

5JSC/Editor/RDA/Part A/Chapter 2/Rev *^

Including discussion of:

Removal of “Introductory words” instruction

5JSC/CILIP/5*
5JSC/CILIP/5/BL response*
5JSC/CILIP/5/LC response*
5JSC/CILIP/5/ACOC response*
5JSC/CILIP/5/CCC response*
5JSC/CILIP/5/ALA response*

Linking words in alternative titles

Numbering for serials: alternative instruction

5JSC/LC/10*
5JSC/LC/10/ALA response*
5JSC/LC/10/CCC response*
5JSC/LC/10/BL response*
5JSC/LC/10/CILIP response*
5JSC/LC/10/ACOC response*
5JSC/LC/10/LC follow-up*

Analysis of the proposed CONSER standard record vis à vis RDA

5JSC/Editor/1*
5JSC/Editor/1/Chair follow-up *
(Note: These documents are also listed at agenda item 36)

32. Revised draft of RDA - Part A – Chapter 4 (1 hour)

5JSC/Editor/RDA/Part A/Chapter 4/Rev *^

Including discussion of:

- **Placement of instructions on audio narration and captioning (mentioned in the cover letter for the March 2007 draft of chapter 3)**

Thursday 18 October p.m. <4 ¼ hours>

33. Revised draft of RDA - Part A – Chapter 5 (30 mins.)

5JSC/Editor/RDA/Part A/Chapter 5/Rev *^

34. Levels of description, access, and authority control –Part A and general issues (45 mins.)

5JSC/ACOC rep/1*
5JSC/ACOC rep/1/CILIP response*
5JSC/ACOC rep/1/LC response*
5JSC/ACOC rep/1/ACOC response*
5JSC/ACOC rep/1/ALA response*
5JSC/ACOC rep/1/CCC response*
5JSC/ACOC rep/1/BL response*
(Note: these documents are also listed at Part B)

Including discussion of:

- **Subject access in RDA (wording to be supplied by LC rep)**
- **URLs (5JSC/M/134.11.1)**
- **Publication elements (5JSC/M/159.5)**

35. Examples in part A (1 hour)

Chapters 6-7

36. RDA: Resource Description and Access Part A – Constituency Review of June 2007 Draft of Chapters 6-7 (2 hours)

5JSC/RDA/Part A/Chapters 6-7/Rev *
5JSC/RDA/Part A/Chapters 6-7/Rev/LC response*
5JSC/RDA/Part A/Chapters 6-7/Rev/BL response*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/1*
5JSC/RDA/Part A/Chapters 6-7/Rev/ACOC response*
5JSC/RDA/Part A/Chapters 6-7/Rev/CCC response*
5JSC/RDA/Part A/Chapters 6-7/Rev/CILIP response*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/2*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/3*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/4*
5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/5*
5JSC/RDA/Part A/Chapters 6-7/Rev/ALA response*

Including discussion of:

- **015 National bibliography number (5JSC/M/134.23.2)**

Analysis of the proposed CONSER standard record vis à vis RDA

5JSC/Editor/1*
5JSC/Editor/1/Chair follow-up *
(Note: These documents are also listed at agenda item 31)

Friday 19 October – a.m. <3 ¾ hours>

37. Designations of roles and relationships (45 mins.)

5JSC/Restricted/LC Rep/1
5JSC/Restricted/LC Rep/1/CILIP Rep response
5JSC/Restricted/LC Rep/1/ALA Rep response
5JSC/Restricted/LC Rep/1/BL rep response
5JSC/Restricted/LC Rep/1/ACOC Rep response
5JSC/Restricted/LC Rep/1/CCC rep response

5JSC/Restricted/LC Rep/1/Rev *^

5JSC/Restricted/ALA Rep/1
5JSC/Restricted/ALA Rep/1/LC rep response
5JSC/Restricted/ALA Rep/1/CILIP Rep response
5JSC/Restricted/ALA Rep/1/BL rep response
5JSC/Restricted/ALA Rep/1/CCC rep response
5JSC/Restricted/ALA Rep/1/ACOC Rep response
5JSC/Restricted/ALA rep/1/Editor follow-up

Chapter 3

38. RDA: Resource Description and Access Part A – Constituency Review of March 2007 Draft of Chapter 3 (1 hour – to be continued by teleconference and at the April 2008 meeting)

5JSC/RDA/Part A/Chapter 3/Rev*
5JSC/RDA/Part A/Chapter 3/Rev/ACOC response*
5JSC/RDA/Part A/Chapter 3/Rev/CCC response)*
5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/1*
5JSC/RDA/Part A/Chapter 3/Rev/LC response*
5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/2*
5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/3*
5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/4*
5JSC/RDA/Part A/Chapter 3/Rev/CILIP response*
5JSC/RDA/Part A/Chapter 3/Rev/ALA response*
5JSC/RDA/Part A/Chapter 3/Rev/BL response*

Including discussion of:

- **Issues which relate to the MARBI discussion paper**
- **Sources of information for sound resources to see if ALA concerns have been addressed (5JSC/M/141.12.1)**
- **Use of “term” (5JSC/M/156.4.4)**
- **Finding of objects**

Data presentation (2 hours)

39. Punctuation within elements

40. “Data about data”

Including discussion of:

- **How to handle statements such as “title varies”, “publisher not identified” (5JSC/M/160.3.2)**

41. Appendix D (Display of descriptive data)

Including discussion of:

- **Punctuation instructions relating to sources of information (5JSC/M/141.16.2)**

42. Appendix E (Access point data)

Including discussion of:

- **The presentation standard to be used in addition to mapping to the MARC 21 authorities format**

Friday 19 October – p.m. (3 ½ hours)

- 43. Appendices A-C (Capitalization, Abbreviations, Initial Articles) (30 mins.)**
5JSC/Chair/9/Chair follow-up/3*

General Business

- 44. Update on related projects and other resource description communities (5 mins.)**
- 45. Next meeting (5 mins.)**
- 46. Plans for future teleconferences (5 mins.)**
- 47. JSC program of work (1 ½ hours)**
- 48. Statement of policy and procedures for JSC (5 mins.)**
5JSC/Policy/4/Rev
- 49. Outcomes from October 2007 meeting (1 hour)**
Note: will also be discussed at the end of each day
- 50. JSC meetings policy document (5 mins.)**
5JSC/Policy/6
- 51. Any other business**