

To: Joint Steering Committee for Development of RDA
From: Dave Reser, LC Representative
Subject: Clarifying instructions for Sequence of Plates (3.4.5.9)

LC thanks ALA for raising the issue of the gap in instructions for recording a sequence of unnumbered leaves or pages of plates.

Change 1: Re-caption instruction

We do not have strong feelings either way about this. However, we found ourselves slightly more in favor of leaving the instruction with its current name because 1) it seems more consistent with other instructions in 3.4.5; 2) we did not find the existing instruction name confusing; 3) the term “sequence” could be inferred to exclude an extent of 1 page of plates or 1 leaf of plates.

Change 2a: Remove phrase from instruction because it is in the glossary

We disagree with this change. Because the glossary definition is not hyperlinked from the instruction, an RDA user will not necessarily assume that the glossary contains a definition of plate. If he/she does not happen to search the glossary, he/she will miss this important distinction in extent of text. We feel that there is no harm in repeating this phrase for the convenience of the RDA user. If any change were to be made, we suggest changing the definition of plate in the glossary because it reads more like an application instruction than a definition. We note that *Descriptive Cataloging of Rare Materials (Books)* and *Merriam-Webster Collegiate Dictionary* both define plate without that caveat.

Change 2b:

We disagree with this change. Although ALA’s proposal states that the revision “will not substantively change the outcome from applying these instructions,” this small change in the recording instructions they have proposed has actually created a major change in policy. The issue is WHERE the sequence of plates is recorded. Currently, 3.4.5.9 says to “record the number of leaves or pages of plates **at the end** of the sequence or sequences of pagination, etc.” ALA’s proposal changes this to say “Record the sequence or sequences of plates **after the preliminary and main sequences** of leaves, pages or columns...” Many volumes have three sequences of pagination—preliminary, main, and postliminary (aka back matter). The extent for such a volume with plates might look like this according to the current instruction:

xii, 300, 12 pages, **10 pages of plates**

According to ALA’s proposal, the extent would be recorded like this:

xii, 300 pages, 10 pages of plates, 12 pages

We do not believe this change was intentional or desirable and we propose to restore the current wording.

Change 2c: Modify information about preliminary or main sequence

See our alternative revision of 3.4.5.9, which makes this revision unnecessary. We note that columns are not currently excluded from 3.4.5.9 because they are part of the “etc.”

Change 3: Create sub-instructions for numbered and unnumbered plates

While we agree with the idea, we found ALA’s proposed text to be complex while still excluding certain situations, like pages/leaves of plates numbered as letters. See our alternative revision of 3.4.5.9, which refers to existing instructions for recording complex and unnumbered leaves and pages in 3.4.5 rather than repeat those instructions here.

Change 4: Remove exception

We agree

Change 5: Rephrase information about disregarding plates

We agree

Change 6: Add alternative

We agree with the concept but not the wording (see alternate wording below)

Change 7: Add instructions for recording unnumbered sequences

We agree with the concept but not the wording (see alternate wording below)

Change 8: Glossary definition

We do not agree with changes as written. ALA is correct that plates contain content other than illustrative matter. However, we are unsure if it is correct to say that plates must be “printed”. We are also unsure if ALA’s definition says that plates must be on different paper or if they are often on different paper. Plates may be on different paper or the same paper. Plates may also be on vellum or parchment so it is incorrect to limit them to paper.

Suggested revision to original glossary term:

A leaf printed on one or both sides, usually containing illustrative content, ~~with or without explanatory text,~~ that does not form part of either the preliminary or the main sequence of pages or leaves.

LC's Revision for 3.4.5.9

- Add references to new sub-instructions for numbered and unnumbered leaves or pages of plates
- Delete instruction to record sequence in terms of which is predominant if a resource contains both pages and leaves of plates
- Add exception for complex or irregular numbering for plates
- Delete exception for early printed resources
- Delete instruction to disregard unnumbered sequences
- Add new sub-instruction 3.4.1.5.1 (Numbered Leaves or Pages of Plates)
- Add new sub-instruction 3.4.1.5.2 (Unnumbered Leave or Pages of Plates)

All change presented from current RDA instructions.

Mark-up:

3.4.5.9 Leaves or Pages of Plates

If the leaves or pages of plates in a resource are not included in the numbering for a sequence or sequences of pages or leaves of text, etc., record the number of leaves or pages of plates at the end of the sequence or sequences of pagination, etc. Record the number of leaves or pages of plates after the pagination, etc., whether the plates are found together or distributed throughout the resource.

Apply the following additional instructions, as applicable:

numbered leaves or pages of plates (see 3.4.5.9.1)

unnumbered leaves or pages of plates (see 3.4.5.9.2).

EXAMPLE

246 pages, 32 pages of plates

x, 32, 73 pages, 1 leaf of plates

~~If the resource contains both leaves and pages of plates, record the number in terms of whichever is predominant.~~

EXAMPLE

~~323 pages, 19 unnumbered pages of plates
Contains 16 pages and 3 leaves of plates~~

Exception

If the numbering of the leaves or pages of plates is complex or irregular, see 3.4.5.8.

Exception

~~**Early printed resources.** For early printed resources, if the leaves and pages of plates are numbered, or if there are both numbered and unnumbered plates, record each sequence of leaves and pages of plates in the appropriate terms.~~

EXAMPLE

~~246 pages, 38 leaves of plates, 24 pages of plates~~

~~Disregard unnumbered sequences of plates, unless:~~

~~a) an unnumbered sequence of plates forms a substantial part of the resource (see also [3.4.5.8 RDA](#))~~

~~or~~

~~b) an unnumbered sequence includes plates that are referred to in a note.~~

EXAMPLE

~~xii, 24 pages, 212 leaves of plates, 43 unnumbered leaves of plates~~

~~Unnumbered sequence constitutes substantial part~~

~~xvi, 240 pages, 12 unnumbered leaves of plates~~

~~Unnumbered sequence includes a plate referred to in a note~~

3.4.5.9.1 Numbered Leaves or Pages of Plates

Record the sequence or sequences of numbered plates in terms of leaves or pages, according to the type of sequence used in the resource.

Record the number of pages or leaves of plates in terms of the numbered or lettered sequences in the resource. Record the last numbered page, or leaf in each sequence and follow it with the appropriate term.

EXAMPLE

246 pages, 32 pages of plates

x, 32, 73 pages, 1 leaf of plates

xiv, 145 pages, 10 leaves of plates, xiii pages of plates
400 columns, VI pages of plates

For leaves or pages of plates that are lettered inclusively or numbered inclusively, apply the instructions at 3.5.5.2.

If the plates are numbered as leaves but have content on both sides record the extent by:

applying the instructions at 3.4.5.5

or

making an explanatory note (see 3.21.2.11).

3.4.5.9.2 Unnumbered Leaves or Pages of Plates

Record the sequence of unnumbered leaves or pages of plates using the appropriate terms if:

a) an unnumbered sequence forms a substantial part of the resource (see also 3.4.5.8)

or

b) an unnumbered sequence includes plates that are referred to in a note.

Record the sequence of unnumbered leaves or pages of plates by applying the instructions at 3.4.5.3.

EXAMPLE

xii, 24 pages, 212 leaves of plates, 43 unnumbered leaves of plates

Unnumbered sequence constitutes substantial part

xvi, 249 pages, 12 unnumbered leaves of plates

Unnumbered sequence includes a plate referred to in a note

Alternative

Record any sequence of unnumbered leaves or pages of plates by applying the instructions at 3.4.5.3.

EXAMPLE

125 leaves, 5 unnumbered leaves of plates

XV, 504 pages, approximately 500 pages of plates

approximately 300 pages, approximately 100 leaves of plates

Clean copy:

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Apply the following additional instructions, as applicable:

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If the numbering of the leaves or pages of plates is complex or irregular, see 3.4.5.8.

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