MINUTES OF OCTOBER 2020 MEETING
RDA Steering Committee
Virtual Meeting
12-15 October and 20-23 October 2020

This virtual meeting included:
  • two asynchronous meetings held 12-15 October and 20-23 October 2020 using Basecamp software, and
  • four synchronous meetings held 12 October, 14 October, 20 October, and 23 October 2020 at staggered times worldwide, via Zoom.

Only the 14 October synchronous meeting was in Public Session and open to observers; the other three were in Executive Session.

Discussions of topics considered both synchronously and asynchronously are consolidated in the Minutes.

Attending:  Linda Barnhart, RSC Secretary
            Renate Behrens, Europe representative
            Thomas Brenndorfer, North America representative
            Ahava Cohen, Europe back-up representative
            Gordon Dunsire, Technical Team Liaison Officer
            Kathy Glennan, RSC Chair
            James Hennelly, Director, ALA Digital Reference
            Damian Iseminger, Technical Team Liaison Officer-Elect
            Ebe Kartus, Wider Community Engagement Officer
            Honor Moody, RDA Examples Editor
            Chris Oliver, Chair, RDA Board
            Daniel Paradis, Translations Team Liaison Officer
            Melissa Parent, Oceania representative

Observers who attended the 14 October 2020 synchronous call:

            Adam Baron, University of North Texas
            Lizzy Baus, University of Minnesota
            Dominique Bourassa, Yale University
            Deborah Fritz, The MARC of Quality
            Theo Gerontakos, University of Washington
            Stephen Hearn, University of Minnesota
            Reinhold Heuvelmann, Deutsche Nationalbibliothek
Table of Contents

Asynchronous Meeting #1 (12-15 October)
Recent and Current RSC Activity

Executive Session

236 Reports: RSC Chair Report
237 Reports: RDA Board Report
238 Reports: ALA Publishing Report
239 Reports: Core Team
240 Reports: Regional Representatives
241 Reports: Liaisons
242 Reports: Application Profiles Working Group
243 Governance: RDA MARC Alignment Task Force
244 Follow-up: RDA Conformance
245 Briefing paper: Follow-up to Revision of the Resources tab
246 Briefing paper: Follow-up to RSC discussion on Entity boundaries

Public Session

RDA Discussion Topics

247 Briefing paper: Internationalization of RDA Toolkit during the 3R Project
248 Briefing paper: Timespan and units of time
249 Briefing paper: RDA Vocabulary encoding scheme for Manifestation: type of binding
250 Briefing paper: Revisiting the proposal process using NARDAC “curator agent of work” proposal
Asynchronous Meeting #2 (20-23 October)
Planning for Future RSC Activity

Executive Session

251    Switchover date planning
252    Briefing paper: RSC operations post 3R
253    Briefing paper: Towards a governance model for community content in RDA
254    Briefing paper: RSC succession planning for 2021
255    Updating the 2020-2022 action plan
256    Undertaking the 2021 action plan
257    Outcomes document
258    Review of Action Items
259    Other Business
259.1  PCC response to $0/$1 issue
259.2  Shortcuts
259.3  MARC 21 040$e rda
260    Review of Meeting 2020 October

Appendix to the Restricted Minutes

Agenda item 236: RSC Chair Report
Agenda item 237: RDA Board Report
Agenda item 238: ALA Publishing Report
Agenda item 239: Core Team Reports
Agenda item 240: Regional Representatives Reports
Agenda item 241: Liaisons Reports
Agenda item 242: Application Profiles Working Group Report
Agenda item 245: Follow-up to Revision of the Resources tab
Agenda item 246: Follow-up to RSC discussion on Entity boundaries
Agenda item 252: RSC operations post 3R
Agenda item 253: Towards a governance model for community content in RDA
Agenda item 254: RSC succession planning for 2021
Agenda item 255: Updating the 2020-2022 action plan

Appendix to the Public Minutes

The reports for agenda items 236-242 are published on the RSC website as RSC/Reports/2020.

Agenda item 247: Internationalization of RDA Toolkit during the 3R Project
Agenda item 248: Timespan and units of time
Agenda item 249: RDA Vocabulary encoding scheme for Manifestation: type of binding
Agenda item 250: Revisiting the proposal process using NARDAC “curator agent of work” proposal

Asynchronous Meeting #1 (12-15 October)
Recent and Current RSC Activity

Executive Session

236 Reports: RSC Chair Report

237 Reports: RDA Board Report

238 Reports: ALA Publishing Report

239 Reports: Core Team

240 Reports: Regional Representatives

241 Reports: Liaisons

242 Reports: Application Profiles Working Group

243 Governance: RDA MARC Alignment Task Force

244 Follow-up: RDA Conformance

245 Briefing paper: Follow-up to Revision of the Resources tab

246 Briefing paper: Follow-up to RSC discussion on Entity boundaries

Public Session
RDA Discussion Topics

247 Briefing paper: Internationalization of RDA Toolkit during the 3R Project

247.1 This briefing paper is an informational report, prepared by Dunsire, on progress made during the RDA Toolkit Restructure and Redesign (3R) Project to support the internationalization strategy of the RDA Board. This topic was discussed on the October 14 synchronous call as well as asynchronously in Basecamp. The only question asked in the document “Is this information complete?” was not
broadly nor specifically discussed, but the absence of suggestions indicates that the report was sufficiently comprehensive.

247.2 Glennan thanked Dunsire on behalf of the RSC for preparing this report. Oliver commented that the report pulls together the evidence that internationalization is happening and demonstrates the results of embedding the international perspective throughout the governance structure.

247.3 Behrens expressed appreciation for the significant internationalization of RDA during the 3R Project but noted that this needs to be understood as an ongoing process, including a plan for moving ahead. Ahava Cohen emphasized that the RSC needs to acknowledge the regions of Asia, Africa, and South America and be receptive to their input. Glennan observed that ongoing internationalization efforts will be carried out by regional groups and task-and-finish working groups as well as considered in future RSC Action Plans. Thomas Brenndorfer suggested that more context and clarification about localization is needed.

247.4 The RSC agreed that this document should be broadly shared, but only after the RDA Board approves the final version of the principles, expected in December 2020. A narrative version of this document would also be helpful, though no one volunteered to create such a document. Glennan stated that she considered this a “closed” document related to the 3R Project, meaning that it wrapped up a specific period of time. The RSC must be mindful to continue to communicate about progress in internationalization efforts and will discuss specifics in the context of developing the RSC Action Plan.

248 Briefing paper: Timespan and units of time

248.1 This briefing paper, prepared by Dunsire, proposed adjustments to the treatment of the Timespan entity and its associated elements to resolve a conflict with the IFLA LRM and to improve the clarity, coherency, and consistency of RDA guidance and instructions. This topic was discussed on the October 14 synchronous call as well as asynchronously in Basecamp. The paper requested decisions on six recommendations.

248.2 Behrens questioned the need for a cataloguing standard to define these terms and suggested using existing standards instead, such as ISO or EDTF. She also expressed concern that the level of abstractness of these concepts could discourage or exclude participation in RDA development by “ordinary” cataloguers. Glennan posited that Glossary definitions for terms defined by specific calendars (month and year in particular) are unlikely to be helpful to catalogers. Dunsire argued that as an international standard, RDA must define the units of time; otherwise, cataloguers will rely on vernacular understandings of units of time, which makes for poor data exchange. He also noted that Timespan
is entirely new and largely unfamiliar as an entity, and this paper only begins the process of understanding.

248.3 Daniel Paradis suggested defining a month in terms of days rather than weeks, and suggested adjustments to the definitions of century and millennium. Dunsire responded that each level of granularity of a unit of time is defined in terms of the next finer level. This approach is more consistent and reinforces the underlying model discussed in the paper. Paradis also suggested that RDA should include instructions about the type of calendar. Honor Moody recommended the RDA be explicit about the distinction between cultural and astronomical (physical) calendrical units.

248.4 **Recommendation #1:** Add terms for calendrical units of time to the RDA Glossary.  
**Option 1A:** Add calendrical terms to a new RDA vocabulary encoding scheme for units of time.  
**Option 1B:** Add calendrical terms to RDA terms.  
The RSC agreed with this recommendation and preferred Option 1A.

248.5 **Recommendation #2:** Revert Expression: *duration* to be an attribute element.  
The RSC agreed with this recommendation. Observer Kate James asked if Work: *duration of representative expression* would also become an attribute element; Dunsire affirmed this. Dunsire noted that Expression: *duration* becomes a subtype of Expression: *extent of expression*, and that a value of Expression: *duration* becomes a potential value of Work: *extent of representative expression*.

248.6 **Recommendation #3:** Add a list of calendrical units of time to the instructions for Expression: *duration*. The RSC agreed with this recommendation. Brenndorfer commented that this is consistent with the future development of extent elements.

248.7 **Recommendation #4:** Ensure that standard abbreviations for units of time are included in RDA Toolkit. The RSC agreed with this recommendation. Paradis suggested that abbreviations should be part of the Community Resources section and not part of “base” RDA because it is expected that each linguistic community will record that information in their language and use their own set of abbreviations. The RSC agreed. Glennan wondered whether the punctuation associated with recording timespans (such as a colon, full stop, etc.) was in scope for recording values for timespan elements. Dunsire assured the group that this is in scope; punctuation is a way of codifying time and could be used in Timespan: *access point for timespan* as well as in Expression: *duration*.

248.8 **Recommendation #5:** Extend the list of calendrical units of time to include standard scientific terms for concepts narrower than ‘second.’ The RSC agreed with this recommendation. Parent wondered if there was a need for these very
narrow timespan terms. Dunsire responded that RDA needs to cover “non-normal” durations encountered in special collections (e.g., high-speed recordings of physical or chemical reactions, with durations in nanoseconds; time-lapse recordings of astronomical events with durations in years or decades).

248.9 **Recommendation #6:** Add appropriate cross-references between the instructions for Expression: *duration* and Expression: *date of capture*. The RSC agreed with this recommendation.  
**ACTION ITEM:** Dunsire will implement these recommendations in the RDA text and will add a scope note to "month" and "year" to say that the number of sub-units defining them is culturally determined.

249 **Briefing paper: RDA Vocabulary encoding scheme for Manifestation: type of binding**

249.1 This briefing paper, prepared by Dunsire and Kartus, discusses the element Manifestation: *type of binding* and its associated RDA vocabulary encoding scheme (VES), and provides an appendix that is a proposed completion of the VES terms. This topic was discussed on the October 14 synchronous call as well as asynchronously in Basecamp. The paper requested decisions on two recommendations.

249.2 The initial discussion reinforced that the main use case for this element is to distinguish descriptions of manifestations that differ only in how they are bound. The element is not intended to apply to a binding applied to an item after its publication/production or to bespoke bindings, such as “bound-with” items or rare/library bindings. A supporting document submitted by EURIG which addressed other cases was deferred to a separate future discussion.

249.3 Glennan and Brenndorfer each suggested external vocabularies that could be used in lieu of an RDA VES. Moody expressed concern about vocabulary maintenance because binding is dependent on technology that changes and develops. Paradis observed that an RDA VES would be useful because it would provide IRIs and could be translated. Brenndorfer noted that this VES could be a serviceable subset of common terms in binding and not intended to be granular. Iseminger put forward the idea that RDA VESs are not intended to be exhaustive and are a baseline for supplying well-formed data. RDA users may use an additional VES to supplement or supplant the VES provided by RDA or record an unstructured description. Adjustments to VES definitions and terms were suggested. Observer Thurstan Young asked if the terms would be mutually exclusive; Dunsire responded that that the terms are mutually exclusive and usually only one is used.

249.4 Dunsire described recent changes made to how RDA VES lists are displayed on an element page in the Toolkit and how text could be added about “open” or
“closed” vocabularies. Iseminger suggested that text should be added to a guidance chapter to provide further information on RDA VESs. Dunsire recommended that an RSC operations document be updated to include information about the process for proposing a new VES term or a new VES.

249.5 **Recommendation #1:** Resolve the incomplete VES.

**Option 1A:** Remove the incomplete RDA VES and adjust the instructions for the element accordingly.

**Option 1B:** Develop the incomplete RDA VES to add definitions and appropriate scope notes, and terms for basic methods of binding that are missing.

Though initially split, following discussion the RSC unanimously supported Option 1B.

249.6 **Recommendation #2:** Include Manifestation: type of binding in the options for a relative boundary of the Manifestation entity.

The RSC unanimously supported this recommendation.

**ACTION ITEM:** Dunsire and Barnhart will implement these recommendations in the RDA text and will develop content about RDA VESs for inclusion in a Guidance chapter for the December release.

**ACTION ITEM:** Glennan and Barnhart will add clarifying text to the appropriate operations document to describe the process for proposing a new term for an RDA VES or a new RDA VES.

250 **Briefing paper: Revisiting the proposal process using NARDAC “curator agent of work” proposal**

250.1 This agenda item revisited the process for submitting and acting on RDA change proposals, informed by a change proposal prepared by NARDAC. The discussion was an opportunity to shape the structure and process for change proposals and was not intended to address the content of the proposal itself. This topic was discussed on the October 14 synchronous call as well as asynchronously in Basecamp.

250.2 RSC members agreed that this was a good test case for reviewing this process and thanked NARDAC for their significant work in preparing this document. Brenndorfer observed that the original hope was that this would be a test of a straightforward proposal to add a simple element to fill a gap or need. Oliver acknowledged the need to have a clear and robust process that works well for all participants. Parent noted that in its current form the document is partly a discussion paper and partly a proposal. The committee agreed that proposals with this length, complexity, and number of questions are unsustainable at the RSC level and are incompatible with the RSC acting as an executive body. The group cannot go back to long regional responses. Glennan contributed two documents for consideration as a process management aid ("Sample Table-Summary of
Proposals-2015” and “Sample Spreadsheet of Summary of Proposal responses-2015”) but there was no feedback on these from the RSC. Dunsire remarked that the paper exposed some issues, like shortcuts, that must be explored further. Dunsire suggested that the RSC create a clear and public statement of which areas of RDA are under consideration for development at both a tactical and strategic level. A framework for encouraging "bigger picture" participation and coordinating the participation of a wider range of RDA partner communities would also be useful.

250.3 The RSC agreed to the following refinements to the change proposal process:

- Substantial changes to RDA content should come to the RSC as a discussion paper first and not directly as a proposal.
  - Questions should be raised and addressed in discussion papers.
  - Recommendations should be presented in proposals as votable propositions. The RSC should make the decision between multiple viable options.
- The process of how to move from a discussion paper to a formal proposal should be made clear.
- Vetting by the Technical Working Group is important. Update RSC/Operations/4 with this text:
  
  "All papers involving element or entity semantics should be vetted by the Technical Working Group before they get to final draft stage."
- Informal discussion by the RSC is important. The RSC needs to develop a private space for informal discussion of proposals and discussion papers, possibly a “Proposals in Development” area in Basecamp.
- The RSC is committed to transparency and needs to provide a public space to record or transmit brief comments from RSC members on proposals and to show the status and/or timetable.
- Update RSC/Operations/4 to address how the RSC requests and reviews amended proposals. Ensure this document clarifies that final decisions on all matters of wording or style are the responsibility of the RSC Secretary.
- Regions have a gatekeeping role in working with their communities to develop discussion papers and proposals.
- The RSC needs to have solid reasons for creating a new shortcut element.

**ACTION ITEM:** Glennan and Barnhart will update RSC/Operations/4 with these changes. [Follow-up: The RSC approved new wording for RSC/Operations/4 at its January asynchronous meeting which conveyed these ideas but did not use this precise wording.]

**ACTION ITEM:** Barnhart will set up discussion space in Basecamp for Proposals in Development.

**ACTION ITEM:** Glennan and Barnhart will work together to design an appropriate page on the RSC website for public information about underway discussion papers and proposals.

250.4 The RSC also agreed to the following editorial suggestions for future proposals:
• Make element names actionable links. Specific text suggested by Moody for RSC/Operations/5, 2nd paragraph in the contents section:
  "RDA elements, entities, and guidance chapters referenced within the text of proposals and discussion papers should be formatted as actionable links."
More guidance on "how to make a link" could also be added to RSC/Operations/5.
• Proposals need a final review by the submitting group to eliminate:
  o restrictive assertions
  o relying on element labels rather than element definitions for understanding
  o examples quoting MARC 21 encoding practices
  o vague statements about what else needs to be done without articulating next steps.
• Use JSC/RSC conventions for marked up and clean copies of proposed changes (double underscore, strike-through) rather than “track changes.”
• Formulate "use cases" according to well-formed RDA.
  **ACTION ITEM:** Glennan and Barnhart will update RSC/Operations/5 with these changes.

250.5 The RSC agreed to the following changes to be made in the RDA Toolkit:
• Add "how to make a link" to the RDA Registry.
• Add a brief paragraph to the Terminology guidance chapter to clarify the utility of standard dictionaries when a term is not found in the Toolkit Glossary.
• Add guidance for shortcut elements and how a community can add them to the Community Resources section for shared access. Developing accommodation for local content within or in parallel to the CMS has become a higher priority.
  **ACTION ITEM:** Dunsire will add content to the Terminology chapter as well as further information about shortcuts.
  **ACTION ITEM:** Dunsire or Iseminger will add information to the RDA Registry about how to make a link.
  **ACTION ITEM:** The RSC will continue to refine and publicize its ideas about Community Resources to accommodate community extensions to RDA vocabularies and community shortcuts.

250.6 Further discussion of shortcuts, using the example of “screenwriter,” is recorded in agenda item 259.2 (Other Business).
Asynchronous Meeting #2 (20-23 October)
Planning for Future RSC Activity

Executive Session

| 251 | Switchover date planning |
| 252 | Briefing paper: RSC operations post 3R |
| 253 | Briefing paper: Towards a governance model for community content in RDA |
| 254 | Briefing paper: RSC succession planning for 2021 |
| 255 | Updating the 2020-2022 action plan |
| 256 | Undertaking the 2021 action plan |
| 257 | Outcomes document |
| 258 | Review of Action Items |
| 259 | Other Business |
| 260 | Review of Meeting 2020 October |

Approved by the RSC
31 March 2021

Appendix to the Restricted Minutes

Appendix to the Public Minutes

Agenda item 247: Internationalization of RDA Toolkit during the 3R Project
Internationalization of RDA Toolkit during the 3R Project
Gordon Dunsire, Technical Team Liaison Officer, 21 Sep 2020

Introduction
This is an informational report on progress made during the RDA Toolkit Restructure and Redesign (3R) Project to support the internationalization strategy of the RDA Board.

The 3R Project started at the end of 2016 and is now scheduled to finish at the end of 2020.

Internationalization has been one of the main drivers of the project, along with the need for a more modern and responsive design, and implementation of the IFLA Library Reference Model (LRM) that consolidates the international conceptual models on which RDA was originally based.

Principles of internationalization
The RDA Board has recently codified the principles on which the continuing internationalization of RDA is based.

**Principle 1**
The design and development of the standard should support international adoption.

**Principle 2**
Developing and maintaining the standard should provide opportunities to involve a wide range of individuals and communities.

**Principle 3**
The standard should recognise, respect and be informed by local knowledge, values, and practices.

**Principle 4**
Including global perspectives in the standard should benefit all parties involved.

**Principle 5**
The practice of integrating global viewpoints into the standards should be sustainable.

Achievements of the 3R Project
The following table lists general and specific changes to RDA Toolkit that were applied during the 3R Project. Each entry gives an indication of which internationalization principles are supported by the new feature. This is somewhat arbitrary; most features support all the principles to some degree.
<table>
<thead>
<tr>
<th>Feature</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>The DITA standard for markup in the CMS is widely used for structured and codified applications and is supported by documentation aimed at a wide range of users.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>The CMS uses a specified sub-set of DITA elements to support consistency, problem-solving, the development of scripts for automated processes, and oversight by the publishers.</td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Instructions and guidance use a high degree of reusable content driven by a file of marked-up boilerplate text. A single piece of boilerplate may be reused in thousands of files; over a thousand element files contain only the basic structure and boilerplate. The boilerplate file is translated separately from the bespoke content and populates a significant portion of the content of a translation. Policy statement agencies are encouraged to take a similar approach and use boilerplate for consistency and ease of maintenance.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>The CMS makes extensive use of keys to represent pathways to link to specific content. The keys are independent of language, and preserve navigation links between sections of content across all translations.</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>All logical components of RDA Toolkit content are identified separately for flexibility in linking and re-use.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The modular design of the CMS supports flexible maintenance processes for translation teams and policy statement agencies.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructions for each element are in separate files, grouped within a separate folder for each entity. Contents of guidance chapters are in separate files, grouped within a single folder.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The instructions for each element are laid out in a basic common structure with standard labels. This allows machine-generation of the basic structure for translations and policy statements.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The RDA element sets and value vocabularies are made available as ‘RDA Reference’ under an open licence that allows commercial reuse.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>The underlying RDA data model is an implementation of the IFLA Library Reference Model.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Translations of RDA Reference and mappings to related standards are included in the open license.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RDA Reference content is encoded as linked data in several RDF serializations, and in comma-separated variable spreadsheets.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The RDA data model is extensible because it is based on established principles and good practice recommendations for the Semantic Web.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The new Toolkit has a neutral focus on entities and elements. The same basic layout is applied to guidance and instructions for each entity and for each element.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Element hierarchies are encapsulated in the semantics of the element set and are displayed in appropriate contexts. Elements are otherwise listed in alphabetical order of label.</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The instructions support four distinct methods of recording metadata values, covering a wide range of applications and implementation scenarios.</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The requirements for conformance with well-formed RDA metadata are as minimal as possible.

The mandatory requirements for recording an entity are minimized to the provision of at least one appellation (name, title, access point, or identifier). Resource entities (Work, Expression, Manifestation, and Item) additionally require at least one or two primary relationships to maintain the integrity of the underlying data model (LRM).

Where possible, specific instructions are optional and cover a range of application requirements.

Guidance on well-formed RDA metadata and conformance to RDA is included in the Toolkit.

The Toolkit provides contextual mappings and alignments between RDA elements and related standards. Related standards currently comprise Dublin Core, IFLA-LRM, MARC 21 Authority, and MARC 21 Bibliographic. The information is presented in the standard section for ‘Element reference’ of each element. A legacy mapping to ISBD is available in the RDA Registry and is awaiting update following the current revision of ISBD. The relationship between RDA carrier, content, and media types with the RDA/ONIX Framework for Resource Categorization is explained in guidance chapters. Plans are in development for mappings to BIBFRAME 2.0, the ISSN Manual, and UNIMARC.

The Toolkit provides value vocabularies for some elements as part of RDA Reference; these are translated as appropriate, but retain language-neutral codes, identifiers, and IRIs.

The Toolkit provides accommodation for local value vocabularies for all relevant elements.

Guidance and instructions for manipulating text strings during transcription and for the creation of access points and other structured descriptions are moved to an area of the Toolkit that can be managed and developed by local RDA communities.

The Anglophone focus on the manipulation of text strings is de-emphasized; guidance and instructions for strings in English are presented equally with other languages.

The arrangement of local guidance and instructions is based on language, and brings together content such as abbreviations and capitalization rules for over 60 languages that was previously scattered.

All non-English content is identified by an XML language code from the IANA/ISO standard. This content is not intended for translation. A file-wide language code is applied to English content that is intended for translation, and is amended during translation to the code for the translation language.

Language codes and other mark-up follow standards for supporting access to content via screen-reader software.

The prominence of guidance and instructions in the Anglo-American cataloguing tradition for legal, musical, official, and religious resources is reduced.
| Glossary terms, definitions, scope notes, and cross-references are more consistent and cover a wider range of specialist and professional terminology used in the guidance and instructions. | ✓ | ✓ | ✓ |
| Translations of the Glossary can use include synonyms that are appropriate for a specific language community. Translations of definitions and scope notes preserve the meaning, but are not required to be literal translations of the original English. | ✓ | ✓ | ✓ |
| The Translations Working Group has processes for proposing amendments to Glossary entries to improve clarity, consistency, and ease of translation. | ✓ | ✓ | ✓ |
| The infrastructure of the CMS for maintaining examples is designed to improve context and scalability, and to allow translations to use local and appropriate examples for different language communities. | ✓ | ✓ | ✓ |
| Local examples can be added to policy statements. | ✓ | ✓ | ✓ |
| Policy statements are maintained using the same infrastructure as other Toolkit content. This allows the sharing of documentation, special processes such as scripts for automatic updating of content, exchange of expertise, and transfer of skills between content editors. | ✓ | ✓ | ✓ | ✓ |
| The infrastructure is scalable and extensible to accommodate a larger number and wider range of policy agencies, including agencies for special kinds of collections and end-users, and in different sectors of library and other cultural heritage domains. | ✓ | ✓ | ✓ | ✓ |
| The Toolkit provides tools and accommodation for user-contributed content such as workflows and documentation localized to specific organizations and individuals. Tools include a text editor and documentation templates. | ✓ | ✓ | ✓ |
| User-contributed content can be shared with all Toolkit users as well as ‘local’ users. | ✓ | ✓ | ✓ |
| The structure and markup of RDA content is optimized for use with application profiles. This allows a profile to specify what elements to use and their mandatory and repeatability status. The recording method and specific options, vocabulary or string encoding schemes can also be specified. | ✓ | ✓ | ✓ |
| The Toolkit offers a user-friendly online form for submitting feedback. Feedback is monitored at regular intervals and appropriate action is taken to improve the Toolkit. | ✓ | ✓ | ✓ |

**Utility**

The internationalization of RDA Toolkit during the 3R Project has been comprehensive, although it is by no means complete. The latent Anglo-American focus of the guidance and instructions has been deemphasized but coverage beyond this focus remains relatively shallow or does not yet exist.

For example, the treatment of religious materials associated with Christianity is more detailed that that of other ‘major’ religions, and there are no specific instructions for indigenous religions.
The restructuring of the Toolkit has created a burden for users who expect focused guidance and instructions relevant to local cataloguing traditions, processes, and applications. It will take time and effort to ‘redesign and restructure’ local interfaces to Toolkit content, and the long-term benefit of doing so may not be apparent to individuals who create and maintain library metadata at a local level. The information in this paper may be useful for making the case for internationalization and to help Toolkit users understand the bigger picture.

**Question: Is this information complete?**

The 3R Project has been ambitious and complex, and has involved reviewing and reformatting every piece of content of the original Toolkit. It is inevitable that some features associated with internationalization have been inadvertently omitted from this paper.

The paper does not cover internationalization of RSC governance, such as regional representation and international membership of working groups.

**Agenda item 248: Timespan and units of time**

**Timespan and units of time**

Gordon Dunsire, Technical Team Liaison Officer, 19 Sep 2020

**Introduction**

This paper proposes adjustments to treatment of the entity Timespan and associated elements in the beta RDA Toolkit to resolve a conflict with the IFLA Library Reference Model and to improve clarity, coherency, and consistency of the guidance and instructions.

**Background**

The IFLA Library Reference Model (LRM) introduces an entity for specified periods of time:

- **LRM-E11 Time-span**: A temporal extent having a beginning, an end and a duration. A *time-span* is a period of time that can be identified by specifying its beginning and end. The resulting duration can be associated with actions or occurrences that happened during that period of time. Even a very precise *time-span* has a measurable duration, however brief it may be.

This was implemented in RDA during the 3R Project as the entity Timespan:

- **RDA Timespan**: A finite period of time.

RDA removes the hyphen from the entity label to improve searchability within the RDA Toolkit.

The LRM provides attributes for Time-span beginning and end:

- **LRM-E11-A1 Time-span Beginning**: A value for the time at which the time-span started, expressed in a precise way in an authoritative external system to allow temporal positioning of events.
• LRM-E11-A2 Time-span Ending. A value for the time at which the time-span ended, expressed in a precise way in an authoritative external system to allow temporal positioning of events.

These were initially implemented in RDA as attribute elements, following the LRM, but are now treated as relationship elements between two timespans:
• RDA Timespan: beginning. A timespan that is the time at which a timespan starts.
• RDA Timespan: ending. A timespan that is the time at which a timespan finishes.

The LRM refers to ‘duration’ in its definition of Time-span. The same concept is given as a ‘type of extent’ in the LRM Expression attribute:
• LRM-E3-A2 Expression: extent. A quantification of the extent of the expression. The value of the extent attribute consists of three elements:
  - a type of extent (e.g., length of text, envisioned duration of performance of musical notation, actual duration of recorded performance, etc.),
  - a number,
  - and a measurement unit (words, minutes, etc.).

The LRM does not provide an attribute for ‘duration’.
RDA has a specific element for duration. It was included in RDA before the LRM was published, and before the 3R Project. The original definition was:
• A playing time, performance time, running time, etc., of the content of an expression.

It is a subtype of RDA Expression: extent of expression.
The definition was amended during the 3R Project to:
• RDA Expression: duration. An extent of expression that is a playing time, performance time, running time, or other timespan.

Discussion

Timespan granularity
The treatment of the beginning and end of a timespan as timespans in themselves is implicit in the LRM. The LRM notes that “The level of precision used can vary according to the context”.

RDA provides specific options for the level of precision. For example, a Manifestation: date of publication is usually recorded as a year, for example ‘1964’. This is clearly a timespan, with a conventional beginning of ‘1 Jan 1964’ and ending of ‘31 Dec 1964’ (in the Gregorian calendar).

But the day ‘1 Jan 1964’ is also clearly a timespan, with a conventional beginning of ‘0.00 hours on 1 Jan 1964’ and ending of ‘24.00 hours on 1 Jan 1964’. In turn, the beginning of the beginning hours timespan can be expressed in minutes, and its beginning can be expressed in seconds, and so on. In principal, the iteration of beginning or ending timespans can be carried out down to the finest level of granularity of units of time, with each timespan being recorded in terms of the next finer unit. In theory, iteration terminates at the quantum level of physics, but this level of ‘precision’\(^1\) is unlikely to be relevant to the scope of RDA.

\(^1\) Expressed as an uncertainty relationship. This model also applies to the entity Place, which is an “extent of space” that is usually collapsed to a surface that is defined with two measurement dimensions.
The RDA treatment of beginning and ending as relationship elements requires inverse elements:

- RDA Timespan: **beginning**. A timespan that starts at the time that is a timespan.
- RDA Timespan: **ending**. A timespan that finishes at the time that is a timespan.

These elements were added to RDA in the September 2020 release of RDA Toolkit.

It is apparent that the RDA treatment of beginning and ending as timespans implies that RDA Timespan: **beginning** and RDA Timespan: **ending** are element subtypes of RDA Timespan: **part** of timespan, and that RDA Timespan: **beginning of** and RDA Timespan: **ending of** are element subtypes of RDA Timespan: **part** of timespan.

The definitions reinforce the concept that ‘the time’ is a timespan. The definite article indicates a cardinality of one and one only beginning and ending per timespan; apparent differences can only be a result of granularity.

This supports rich associations between dates and other timespans. For example:

- Jane Doe has date of birth 1 Jan 1964
- 1 Jan 1964 is date of birth of Jane Doe
- 1 Jan 1964 is beginning of 1964
  - 1 Jan 1964 is part of timespan 1964
- 1964 is date of publication of The book of Janes

**Calendrical units**

RDA guidance and instructions make frequent use of terms for calendrical units of time to specify the level of precision in an unstructured or structured description. For example:

- Date of birth may also include the **month** or month and **day** of a person's birth.
- Record a value for a **year** that is known from another source of information.

These terms are not defined in RDA.

The RDA Glossary omits terms that are used in the vernacular of the language of RDA Toolkit. It is safe to assume that the concepts of ‘year’ and ‘day’ are universal in the real world because their definitions are based on the observation of physical phenomena: a complete orbit of the Sun, and a complete rotation of the Earth. The intermediary concept of ‘month’ is based on physical phenomena, the complete orbit of the Moon, and cultural resolutions of the problems of fractional numbers of ‘days’ needed to specify accurately the larger calendrical unit ‘month’, as well as fractional numbers of ‘months’ to specify ‘year’.

Concepts broader than ‘year’ are governed by choice of hierarchies of whole numbers of ‘years’.

For example, ‘decade’, ‘century’, and ‘millennium’ are exponential decimal numbers of years: 10, 100, and 1000 respectively. Different cultural numbering systems result in distinct hierarchical concepts that are also broader or narrower than concepts in other systems. Concepts narrower than ‘day’ are defined by clocks (time-measuring devices) influenced by culture as well as mechanics. Concepts narrower than

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2 Wikipedia article: https://en.wikipedia.org/wiki/Month
‘hour’ are usually confined to scientific definitions, including ‘second’ which is a ‘base’ unit in this context.\(^3\)

The assumption of vernacular use of calendrical terms in RDA guidance and instructions is not justified in a context of internationalization within the scope of RDA. RDA is intended for the description of ‘recorded memory’ in the form of items found in the collections of libraries and other cultural heritage organizations. RDA excludes detailed coverage of ‘subject’ metadata. The instructions for recording values of dates of resource production events, from work to item, and dates of agent lifecycle events, are better prepared for further internationalization if calendrical terms are defined within the RDA Glossary.

**Recommendation 1: Add terms for calendrical units of time to the RDA Glossary.**

The RDA Glossary is generated from the labels of concepts in RDA vocabulary encoding schemes. RDA Terms is a catch-all VES for terms that require Glossary entries but are not in a VES associated with an RDA element.

A draft set of terms and definitions is given in the Appendix.

**Option 1A: Add calendrical terms to a new RDA vocabulary encoding scheme for units of time.**

This option provides better utility with RDA Toolkit. A structured list of terms is inserted in relevant instructions as part of an automated process and links to definitions and notations use standard templates and boilerplate.

**Option 1B: Add calendrical terms to RDA terms.**

This option is lower cost. Terms used within guidance and instructions are marked in the Content Management System, although actionable links to the Glossary are not yet developed. This utility also applies to Option 1A.

**Duration**

The LRM mentions ‘duration’ as a characteristic of Time-span and of Expression (via extent of expression).

The 3R Project accommodated the existing element for ‘duration’ as a relationship element between Expression and Timespan. The LRM suggests that ‘a beginning, an end, and a duration’ are the defining characteristics of a timespan, but hints that duration is derived from the values of beginning and end.

This is reinforced by the definition in the most recent version of the CIDOC Conceptual Reference Model with which the LRM is ultimately aligned.\(^4\) The scope note for CRM E5 Time-span says it does “not convey any meaning other than a positioning on the ‘time-line’ of chronology”. It is the beginning and end that effectively define a timespan.

This suggests that duration of itself should not be modeled as a timespan. Instead, it should be an attribute element with values that are unstructured or structured descriptions that use units of time.

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\(^3\) Wikipedia article: https://en.wikipedia.org/wiki/Second

\(^4\) http://cidoc-crm.org/sites/default/files/CIDOC%20CRM%20v.7.0%202020-6-2020.docx
This fits with the aspect-quantity-unit model to be incorporated into RDA extent elements as a post-3R Project development.

**Recommendation 2: Revert Expression: duration to be an attribute element.**
This involves deprecating the inverse element Timespan: duration of and removing it from RDA Toolkit. The definition of Expression: duration should be amended to remove the phrase ‘or other timespan’ and should be rephrased for clarity and consistency:

Expression: duration. An extent of expression that is a number of units of time for playing, performing, or running the content.

**Recommendation 3: Add a list of calendrical units of time to the instructions for Expression: duration.**
This can be a list generated from the VES if option 1A is chosen, or an editorial list if option 1B is chosen. The context is a structured description that uses controlled terms for units and an associated quantity, for example ‘5 hours 45 minutes’. The content will replace the current instructions for Structured description that refer to Timespan.

**Recommendation 4: Ensure that standard abbreviations for units of time are included in RDA Toolkit.**
Standard abbreviations and symbols for units of time should also be accommodated. This activity can be included in the ongoing development of Community resources and string encoding schemes.

**Recommendation 5: Extend the list of calendrical units of time to include standard scientific terms for concepts narrower than ‘second’.**
Concepts down to the granularity of ‘microsecond’ will be of use for describing the duration of resources in special collections.

The list name should be generalized to ‘units of time’ and the wording of guidance and instructions amended accordingly. The is an editorial task.

**Recommendation 6: Add appropriate cross-references between the instructions for Expression: duration and Expression: date of capture.**
This will clarify the difference between the duration of a recorded performance expression and the timespan during which the recording was made. The phrasing of the references will follow the standard editorial template used in Prerecording sections.

**Impact**
Recommendations 1 and 2 require changes to RDA Reference. It is unlikely that Timespan: duration of has been used in RDA applications.

All recommendations improve the clarity and consistency of the guidance and instructions for dates and other timespans, and for duration as an extent element.

Changes to RDA instructions fall within established templates and phrasing and do not require special development.

There is no impact on Expression: details of duration, which is soft-deprecated in favour of the unstructured description method of Expression: duration.
Recommendations and options

Recommendation 1: Add terms for calendrical units of time to the RDA Glossary.
Option 1A: Add calendrical terms to a new RDA vocabulary encoding scheme for units of time.
Option 1B: Add calendrical terms to RDA terms.

Recommendation 2: Revert Expression: duration to be an attribute element.

Recommendation 3: Add a list of calendrical units of time to the instructions for Expression: duration.

Recommendation 4: Ensure that standard abbreviations for units of time are included in RDA Toolkit.

Recommendation 5: Extend the list of calendrical units of time to include standard scientific terms for concepts narrower than ‘second’.

Recommendation 6: Add appropriate cross-references between the instructions for Expression: duration and Expression: date of capture.

Appendix: Units of time

The following table gives proposed terms and definitions for calendrical units of time covered by the original RDA Toolkit.

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>second</td>
<td>A unit of time that is 9,192,631,770 periods of the radiation corresponding to the transition between the two hyperfine levels of the ground state of the caesium-133 atom.</td>
<td></td>
</tr>
<tr>
<td>minute</td>
<td>A unit of time that is 60 seconds in duration.</td>
<td></td>
</tr>
<tr>
<td>hour</td>
<td>A unit of time that is 60 minutes in duration.</td>
<td></td>
</tr>
<tr>
<td>day</td>
<td>A unit of time that is 24 hours in duration.</td>
<td></td>
</tr>
<tr>
<td>week</td>
<td>A unit of time that is 7 days in duration.</td>
<td></td>
</tr>
<tr>
<td>month</td>
<td>A unit of time that is approximately 4-5 weeks in duration.</td>
<td></td>
</tr>
<tr>
<td>year</td>
<td>A unit of time that is approximately 12-13 months in duration.</td>
<td>A Julian year is 31,557,600 seconds. A year is also approximately 365-366 days in duration.</td>
</tr>
<tr>
<td>decade</td>
<td>A unit of time that is 10 years in duration.</td>
<td></td>
</tr>
<tr>
<td>century</td>
<td>A unit of time that is 10 decades in duration.</td>
<td></td>
</tr>
</tbody>
</table>
millennium | A unit of time that is 10 centuries in duration.

Agenda item 249: RDA Vocabulary encoding scheme for Manifestation: type of binding

RDA vocabulary encoding scheme for Manifestation: type of binding
Gordon Dunsire, Technical Team Liaison Officer; Ebe Kartus, Wider Community Engagement Officer. 17 September 2020

Introduction

The element Manifestation: type of binding was added to the RDA element set during the 3R Project, with the definition “A method used to bind a published or unpublished manifestation”.

The element is intended for recording a standard method of binding of a manifestation with a value of Manifestation: carrier type of “volume”; defined as “A carrier type that consists of one or more sheets bound or fastened together to form a single unit”.

The main use case for this element is to distinguish descriptions of manifestations that differ only in how they are bound. This most commonly occurs with published manifestations exemplified by many items. Unpublished manifestations tend to have low numbers of items, and tend not to use more than one type of binding. The element supports the user task “select” in cases where the method of binding impacts on the portability or accessibility of a manifestation.

Although the element may be important for conservation processes, this use case is at the edge of RDA’s scope; use cases for item shelving and circulation are out of scope.

If more detail than the general type of binding is required, it can be recorded as a Manifestation: note on manifestation or described as a related work using Manifestation: binding of manifestation.

The element is not intended to apply to a binding applied to an item after its publication or production.

An item “bound with” another item is recorded as a new manifestation with a single exemplar, in accordance with the IFLA Library Reference Model (LRM). Items “bound” together are recorded using the relationship element Item: bound with. The new manifestation is treated as an unpublished manifestation which may not have the carrier type “volume” and therefore no value for the type of binding.

The application of a binding by an owner of a manifestation that is issued as unbound sheets is recorded as a modification of the specific item using Item: modification of item, again in accordance with the LRM. The application of a re-binding by a collector or conservator is also recorded as a modification of the specific item.
The binding of a manifestation exemplified by only one item is described as a characteristic of the manifestation of the item because it applies to all exemplars of the manifestation.

The binding of a specific item is described as a related work using Item: binding of item. This accommodates detailed description of materials, artistic content, binder agents, and other aspects of the binding.

The element has an associated RDA vocabulary encoding scheme (VES). This is based on references to types of binding in the content of the old RDA Toolkit, including examples, and relevant information from the ONIX for Books codelists. The VES is incomplete: there are no definitions or scope notes for the terms, and the terms do not cover all of the standard methods for binding or attaching sheets to form a volume.

The MARC/RDA Working Group submitted MARC Discussion Paper No. 2020-DP17 (Recording the Type of Binding for Manifestations in the MARC 21 Bibliographic Format) to the MARC Advisory Committee in May 2020.

Discussion

Large-scale publishers may include a statement of the type of binding in a manifestation. The statement is often used to qualify a Manifestation: manifestation identifier statement in cases where a manifestation gives multiple identifiers such as ISBNs for different ‘binding editions’ of the same content that are published simultaneously.

The statement may be abbreviated, for example “pb” or “pbk” for “paperback” (in English).

The statement may use different terms for what is basically the same method of binding. For example, a “library binding” is similar to the “hardback” type of binding.

Small-scale publishers and producers do not usually state what binding is used, although it may be easy to determine by an agent who creates the metadata.

This suggests that it would be helpful to use a VES as a source of values for a structured description, identifier, or IRI recording method for the element.

There does not appear to be an external VES that is suitable to support the user task “select”. For example, the ONIX codelists are aimed at publishers and distributors. The Wikipedia coverage of binding methods is focussed on publishers and the contexts of library conservation and circulation. Nonetheless, there are many websites offering terms and definitions associated with bindings and their manufacture, although the terminology varies.

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5 Available at: https://www.editeur.org/files/ONIX%20for%20books%20-%20code%20lists/ONIX_BookProduct_Codelists_Current.html
6 Available at: https://www.loc.gov/marc/mac/2020/2020-dp17.html
The basic approaches for the new RDA Toolkit are to remove the partial RDA VES and leave the instructions to use any suitable VES, or to complete the RDA VES with definitions, scope notes, and additional terms.

**Recommendation 1: Resolve the incomplete VES.**

- **Option 1A:** Remove the incomplete RDA VES and adjust the instructions for the element accordingly.
- **Option 1B:** Develop the incomplete RDA VES to add definitions and appropriate scope notes, and terms for basic methods of binding that are missing.

A proposal for a complete RDA VES is given in the Appendix.

**Manifestation entity boundary**

The new instructions for the entity boundary of a manifestation do not yet specify which elements may be used to determine if a new instance of a manifestation should be described.

The LRM indicates that changes in the physical form of a manifestation, including “changes in the container” are evidence of a new manifestation, but type of binding is not specifically mentioned as an example.

Discussion about the MARC/RDA Working Group paper for type of binding indicates that some communities do not wish to distinguish between bindings of manifestations that are published simultaneously and not treated as reprints or reproductions.

However, other communities have historically treated manifestations with different types of binding as distinct manifestations in the context of national bibliographies and bibliographic history, and to support the selection of an appropriate binding for portability and accessibility by end-users.

This suggests that Manifestation: *type of binding* should be added as a relative boundary for Manifestation, allowing the distinction to be optional.

**Recommendation 2: Include Manifestation: type of binding in the options for a relative boundary of the Manifestation entity.**

**Impact**

This development of RDA will resolve the inconsistent and incomplete use of the vocabulary encoding scheme and improve the clarity of instructions for recording type of binding.

**Recommendations and options**

**Recommendation 1: Resolve the incomplete VES.**
- **Option 1A:** Remove the incomplete RDA VES and adjust the instructions for the element accordingly.
- **Option 1B:** Develop the incomplete RDA VES to add definitions and appropriate scope notes, and terms for basic methods of binding that are missing.
Recommendation 2: Include Manifestation: type of binding in the options for a relative boundary of the Manifestation entity

Appendix: Proposed completion of RDA Type of binding vocabulary encoding scheme

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
<th>Scope note</th>
<th>Synonyms</th>
</tr>
</thead>
<tbody>
<tr>
<td>board book binding</td>
<td>A type of binding for sheets of thick paperboard with covers that are folded and bound to form a spine</td>
<td>The binding is durable and often used for children’s books. Outer covers are of the same thickness of paperboard as the sheets.</td>
<td></td>
</tr>
<tr>
<td>closed ring binding</td>
<td>A type of binding that uses two or more rings of metal or plastic that are threaded through holes along the edge of each sheet.</td>
<td>The rings are widely spaced and require a spine to maintain the spacing. Outer covers may be attached directly to the spine, or threaded by the rings.</td>
<td></td>
</tr>
<tr>
<td>comb binding</td>
<td>A type of binding that uses multiple closely-spaced curved flaps of metal or plastic that are threaded through holes along the edge of each sheet.</td>
<td>The binding flaps usually form a curved spine. Outer covers are threaded by the flaps.</td>
<td></td>
</tr>
<tr>
<td>hardback</td>
<td>A type of binding that sews folded sheets into sections that are glued together to form a flat spine and attached to endpapers which are in turn attached to a stiff outer casing.</td>
<td>The outer casing of the volume is usually made of board, wood, plastic, or some other rigid material.</td>
<td>case binding, library binding</td>
</tr>
<tr>
<td>open ring binding</td>
<td>A type of binding that uses two or more rings of metal or plastic that are threaded through holes along the edge</td>
<td>The rings are widely spaced and require a spine to maintain the spacing. Outer covers may be attached</td>
<td>lever arch binding</td>
</tr>
</tbody>
</table>
### Agenda item 250: Revisiting the proposal process using NARDAC “curator agent of work” proposal

**August 17, 2020**
To: RDA Steering Committee
From: Thomas Brenndorfer, NARDAC Representative to the RSC
Subject: Proposal to add the elements “curator agent of work” and “curator agent of work of” to RDA

Affected elements: related work of agent, related work of collective agent, related work of corporate body, related work of family, related work of person, related agent of work, related collective agent of work, related corporate body of work, related family of work, related person of work, curator agent, curator collective agent, curator corporate body, curator family, curator person, curator agent of, curator collective agent of, curator corporate body of, curator family of, curator person of

Related documentation: Fast track proposal regarding the relationship designator curator

Abstract
Add the element sets “curator agent of work” and “curator agent of work of” as narrower elements to “related work of agent” and “related agent of work” to describe curators who play a role at the work level.

Among the options to establish these elements as shortcut relationships between an exhibition or collection catalog and the exhibition or collection itself, or alternatively the items that are aggregated for the exhibition or collection, NARDAC preferred Option 2. This option recycles the current “curator agent” elements, which are roles at the item level, and treats the items as the intermediary entities that are described in a catalog.

Justification
• In 2014, a fast-track proposal was submitted by ARLIS/UK & Ireland: the Art Libraries Society to add a new relationship designator, “curator (work)”, change the label of curator to curator (item), and modify its definition. The fast-track proposal was rejected by the JSC. We believe that the release of the beta RDA Toolkit is an opportunity to revisit the issue in order to meet the needs of the art community.

• The beta RDA Toolkit currently includes the element “curator agent” defined as “An agent who conceives or manages the aggregation of an item in an exhibition or collection.” While there is a need for this existing element (for instance, for special collections), the art community believes that it is also crucial to be able to show a relationship between a curator and a work. We note that the rare books and manuscripts community has significant concerns about the current definitions of the elements “curator agent” and its inverse. These concerns will be addressed in a separate proposal.

• Curators’ roles have recently been defined as follows: “to conceive, select and organize presentations of their chosen material in order to provide access to the visiting public.” (Adrian George, “Introduction” in The Curator’s Handbook, Thames & Hudson, 2015, page 8). Any “work” that comes out of an exhibition is dependent on the curator’s intellectual contributions. The relationship is not between an agent and an item but between an agent and the work that is
published as a result of an exhibition (most commonly, the exhibition catalog). For this reason, the art community believes an element should be added to RDA to relate curators to the work to which the exhibition gives rise.

- It has been suggested that art catalogers use the element “organizer agent,” which does have a domain of “work,” to describe this sort of relationship. However, the art community believes that the definition of this element does not fit the role of the exhibition curator. According to RDA, an “organizer agent” is “an agent who organizes a conference, exhibition, or other event that gives rise to a work.” The art community’s understanding is that the verb “organizes” is confined to making logistic arrangements. The exhibition curator’s role is not to organize an exhibition; the curator is recognized as the person who determines themes, interprets material, and accordingly selects objects to be put on display. The curator thus has an impact on which works are reproduced in the catalog, the themes that are analyzed in the textual content of the catalog, etc.

- Using the term “editor agent of text” or “author of text” to describe the relationship between the exhibition curator and the catalog is not always appropriate since the curator is not always the agent who edits or authors the catalog.

- Even though RDA definitions for “collector agent” and for “collection registrar agent” describe both elements as “an agent who is a curator who . . . .,” these elements cannot be used to describe the curator of an exhibition since they express a relationship between an item and an agent. We also point out that collectors and collection registrars are not all curators. The definitions of these elements need to be revised.

- Some languages use different terms for curators who play a role at the item level from those who play a role at the work level. In French, for instance the curator of an item is a “conservateur,” while the curator of an exhibition is a “commissaire d’exposition.” We bring this up to underline the fact that there are different meanings behind these terms and that they refer to different functions.

- Using $e curator in bibliographic records describing exhibition catalogs is already common practice in OCLC. While this is an incorrect application of the term, it demonstrates the art community’s need for a way to describe the relationship between a curator of an exhibition and the work it gave rise to. Defining a specific element for curators of exhibition will help avoid such mistakes.

- The fact that agents may have relationships with different resource entities is well documented within RDA. For example, RDA has an element for “restorationist agent of expression” and “restorationist agent of item.” Therefore, we believe that something similar could be done for curators while still following RDA principles.

- While developing this proposal, we also considered curators of collections and their role in the creation of collection catalogs as works.

Modelling the relationships between curators and works:
We thought of four possible ways to model the relationships between curators and catalogs as shortcuts.

1. **Shortcut between an agent and an exhibition corporate body:**
   We considered the proposed element as a shortcut between an agent and a corporate body (the exhibition) that creates the work:
   1. Work [exhibition catalogue]: related corporate body of work/creator corporate body of work - for the exhibition corporate body
   2. Corporate body [exhibition corporate body]: related agent of corporate body - for the agent who conceives, selects, or arranges presented by the exhibition corporate body.

   The art community does not like this approach, in part because currently only recurring events are considered to be corporate bodies.

2. **Shortcut between an agent and an item**
   As we noted above, the definition of curator agent in RDA is "an agent who conceives or manages the aggregation of an item in an exhibition or collection." If the Exhibition Catalogue Work describes items in an exhibition, then a curator can be recorded as a shortcut between an agent and the items in the exhibition. Even though we can think of each item described separately, the shortcut need only be recorded once.
   1. Work [exhibition catalogue]: **description of item** - for an item in an exhibition
   2. Item [item in an exhibition]: **curator agent** - for an agent who conceives or manages the aggregation of an item in an exhibition

   Some NARDAC communities, in particular the Canadian Committee on Cataloguing, prefer this modeling to the three others described in this proposal because it describes the relationship between the curator and the catalog by “recycling” the curator element. This shortcut also works for collection curators who are related to collection catalogs.
   1. Work [collection catalogue]: **description of item** - for an item in a collection
   2. Item [item in a collection]: **curator agent** - for an agent who conceives or manages the aggregation of an item in a collection

   There is therefore no need to change the definition of “curator agent.” The definitions of the new elements proposed can be based on those of the “curator agent” element set.

   NARDAC generally favored this option. It was noted that in the shortcut chain of relationships, the “item” described already entails the plural sense, similar to the shortcut “contributor agent of still image”, which is a role covering a single illustration or multiple illustrations that are aggregated in an augmentation aggregate.

   This option could be the template for similar shortcut relationships, where a role associated with a related work is also presented as important for the described work. An example of this is “screenwriter agent”, where the intermediary work is the complementary screenplay when a moving image work is described.
3. **Shortcut between an agent and a manifestation**

In RDA, the term “exhibit” is defined as “a unit of extent that consists of objects on display, along with the display environment of cases, labels, etc. This term applies to three-dimensional forms.” The fact that “exhibit” can be used as an extent of a manifestation means an exhibition can be considered a manifestation. In this sense, exhibition can be viewed as an aggregate. An exhibit would be a manifestation singleton as it would be completely unique. For example,

Spring, an exhibition of paintings and sculptures on display at the Museum X from March 19 to June 21, 2020 / curated by Jane Doe.

- has extent of manifestation: 1 exhibit
- has carrier type: object
- has mediated type: unmediated

The curator could be seen as an agent related to the exhibit manifestation. The exhibition catalog describes the exhibit manifestation:

This element is a shortcut for the following chain of relationships:

1. Work [exhibition catalogue]: **subject manifestation** - an exhibition as an aggregate
2. Manifestation [exhibition aggregate]: **contributor agent to aggregate** [also a shortcut element] - for an agent who conceives or manages an aggregate exhibition

This model also works for collection catalog:

This element is a shortcut for the following chain of relationships:

1. Work [collection catalogue]: **subject manifestation** - a collection as an aggregate
2. Manifestation [collection aggregate]: **contributor agent to aggregate** - for an agent who conceives or manages the aggregate collection

4. **Shortcut between an agent and an exhibition as an aggregating work:**

If the exhibition is an aggregate manifestation, it has a work manifested (an “exhibition aggregating work”). We could consider the curator a type of aggregator, that is “An agent who is responsible for creating an aggregating work by selecting and arranging expressions of other works.” “Aggregator agent” is a narrower element to creator agent. Considering the curator an aggregator shows that the curator plays a role of creator in relation to the exhibition. For example,

Spring [the expression manifested = aggregating manifestation]

- aggregates: [many expressions of art works and some texts explaining the art works]

Spring [the work expressed = aggregating work]

- has aggregator: Jane Doe (the curator)

If we describe the exhibition work, the chain between the curator to the exhibition catalog would be:

This element is a shortcut for the following chain of relationships:

1. Work [exhibition catalogue]: **catalogue of work** - an exhibition as an aggregating work
2. Work [exhibition aggregating work]: **aggregator agent** - for an agent who conceives or manages an aggregating exhibition work
The element “catalogue of work,” as currently defined by RDA (“A work used as a basis for a complete enumeration of items arranged systematically”) may not be the perfect element in the shortcut above. There are other elements that may fit better depending on the type of exhibition catalog being described. The broader element “augmentation of work” or the element “subject work” may fit more situations. Nevertheless, since we don’t often catalog exhibitions in libraries, the shortcut proposed (curator agent of work) is useful. This shortcut is the one preferred by the art community and the Library of Congress because it closely reflects the reality of the creator relationship between curators and exhibitions, which is most consistently seen in library catalogs through the cataloging of exhibition catalogs. In addition, it explains why the element curator cannot be a narrower element to an organizer agent.

In NARDAC’s review of this option, it became apparent that another narrower element to “aggregator agent” would be needed if the overall goal is to have a label “curator agent of work”, as the shortcut as presented in Option 4 would only apply to aggregators in general and not curators of exhibitions specifically.

While the idea of a curator as an aggregator made sense, the current item-level element, “curator agent” has a definition that already entails this role: “An agent who conceives or manages the aggregation of an item in an exhibition or collection.”

In addition, the first relationship in the chain in Option 2, “description of item”, adequately covers an exhibition or collection catalog, whereas the relationship in Option 4 to an “aggregating work” is problematic. It is unclear which relationship makes more sense between a catalog and an aggregating work, as the relationship is not to the items in the exhibition but to the “work plan” that is the aggregating work.

There are probably other ways to describe the relationship between curators and catalogs. Communities should be free to describe relationships based on their needs. The art community needs to be able to describe the relationship between the curator agent and the catalog work without having to describe the exhibition. Other communities may wish to do the same.

**Recommendations**

1. Create new element labels, definitions, and instructions for “curator of work” and “curator of work of” under “related work of agent” and “related agent of work” to show the relationship between curators and collections or exhibitions that give rise to the work. Definitions are based on the definition of “curator agent” and “curator agent of.” **Use the shortcut chain of relationships in Option 2.** Add the narrower agent elements:
   - curator collective agent of work
   - curator corporate body of work
   - curator family of work
   - curator person of work
   - curator collective agent of work of
   - curator corporate body of work of
   - curator family of work of
   - curator person of work of
2. Add the new elements as narrower terms to “related work of agent” and “related agent of work” element sets:
   ● related work of agent
   ● related work of collective agent
   ● related work of corporate body
   ● related work of family
   ● related work of person
   ● related agent of work
   ● related collective agent of work
   ● related corporate body of work
   ● related family of work
   ● related person of work

3. Modify the labels for curators who play a role at the item level by adding the term “of item” or “of item of”. The following elements will need to be modified:
   ● curator agent
   ● curator collective agent
   ● curator corporate body
   ● curator family
   ● curator person
   ● curator agent of
   ● curator collective agent of
   ● curator corporate body of
   ● curator family of work of
   ● curator person of

4. Communities who don’t need the same level of granularity as the art community should use the broader element “related work of agent” if they wish to relate an agent to a collection or exhibition catalog.

5. When describing a collection or exhibition catalog, use the most appropriate element(s) to describe the role of the curator in relationship to the catalog. For instance, if a person who curated the exhibition is the author of the catalog (work), the element “author person” should be used. In addition, the element “curator person of work” could be used by those communities who wish to show the additional relationship.

6. Exhibition catalogs are often aggregate manifestations: they may include reproductions of artworks, essays by art experts, etc. When describing all or some of the aggregated works and expressions in the exhibition catalog, use the most appropriate term at the work, expression, or manifestation level to describe the curator. For instance, the curator could be described as the author agent of one of the aggregated works in the manifestation or as a contributor agent of text of the aggregate manifestation, if appropriate.

7. We recognize that our proposed element set cannot be used to relate an agent to a recurring exhibition (currently described as a corporate body, such as Biennale di Venezia) or to any Event
Collective Agent entity that may be created in the future. If the need for such an element arises, the art community would present a separate proposal.

Options

1. Create new elements for curators who play a role at the work level following the recommendations above.

2. Consider allowing communities to create refinement vocabularies for elements. Such vocabularies could be sponsored by creators of application profiles and policy statements; they could be added to the community section of the RDA Toolkit. Ideally, elements in refinement vocabularies would have their own identifiers and IRIs, and be mapped to RDA broader terms.
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**curator agent of work**

**Definition and Scope**
An agent who conceives or manages the aggregation of an item in an exhibition or collection described by a work.

**Element Reference**

<table>
<thead>
<tr>
<th>Domain</th>
<th>Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Range</td>
<td>Agent</td>
</tr>
</tbody>
</table>

**Alternate labels**

- has curator agent of work
- curator of work

**Prerecording**

This element is a *shortcut* for the following chain of relationships:

1. Work: *description of item* for an item aggregated in an exhibition or collection
2. Item: *curator agent of item* for an agent who conceives or manages the aggregation of an item in an exhibition or collection

**Recording**

Record this element as a value of Agent: *appellation of agent* or as an IRI.

**Recording an unstructured description**
Record an unstructured description for a related agent as a value of Agent: *name of agent*.
For general guidance on unstructured descriptions, see Guidance: Recording methods. 

**Recording a structured description**
Record a structured description for a related agent as a value of Agent: *access point for agent*.
For general guidance on structured descriptions, see Guidance: Recording methods.

**Recording an identifier**
Record an identifier for a related agent as a value of Agent: *identifier for agent*.
For general guidance on identifiers, see Guidance: Recording methods.

**Recording an IRI**
Record an IRI for a related agent as a *real-world object*.
For general guidance on IRIs, see Guidance: Recording methods.

**Related Elements**
For broader elements, see Work: *related agent of work*.
For narrower elements, see

- Work: curator collective agent of work
- Work: curator corporate body of work
- Work: curator family of work
- Work: curator person of work

or the inverse of this element, see Agent: curator agent of work of;
curator agent of work of

Definition and Scope
A work that involves a responsibility of an agent for conceiving or managing a presentation of materials displayed in an exhibition or collection described by a work.

Element Reference
Domain
Agent
Range
Work
Alternate labels
has curator agent of work of
curator of work of

Prerecording
This element is a shortcut for the following chain of relationships:
1. Agent: curator agent of item of for an item that involves a responsibility of an agent for conceiving or managing the aggregation of an item in an exhibition or collection
2. Item: item described in for a work that is an exhibition or collection catalog

Recording
Record this element as a value of Work: appellation of work or as an IRI.

Recording an unstructured description
Record an unstructured description for a related work as a value of Work: title of work.
For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related work as a value of Work: access point for work.
For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a related work as a value of Work: identifier for work.
For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related work as a real-world object.
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
For broader elements, see Agent: related work of agent.
For narrower elements, see
  Work: curator collective agent of work of
  Work: curator corporate body of
  Work: curator family of work of
  Work: curator person of work of

For the inverse of this element, see Work: curator of work.
related agent of work

Definition and Scope
An agent who is associated with a work.

Element Reference

Prerecording
For instructions on agents associated with special kinds of works, see:
- Work: related agent of legal work
- Work: related agent of religious work

Recording
Record this element as a value of Agent: appellation of agent or as an IRI.

Recording an unstructured description
Record an unstructured description for a related agent as a value of Agent: name of agent.
For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
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For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
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For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related agent as a real-world object.
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI

Related Elements
For broader elements, see
- Work: related RDA entity of work
- RDA Entity: related agent of RDA entity
For narrower elements, see
- Work: addressee agent
- Work: commissioning body agent
- Work: consultant agent
- Work: creator agent of work
- Work: curator agent of work
- Work: dedicatee agent of work
- Work: dedicatee agent
- Work: director agent
- Work: director agent of photography
- Work: editorial director agent
- Work: founder agent of work
- Work: honouree agent of work
- Work: issuing body agent
**Work:** organizer agent
**Work:** related collective agent of work
**Work:** related person of work
**Work:** researcher agent
**Work:** sponsoring agent of work
**Work:** subject agent

For the inverse of this element, see Agent: related work of agent.
related work of agent

Definition and Scope
A work that is associated with an agent.

Element Reference

Prerecording
Recording
Record this element as a value of Work: appellation of work or as an IRI.

Recording an unstructured description
Record an unstructured description for a related work as a value of Work: title of work.
For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related work as a value of Work: access point for work.
For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
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For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related work as a real-world object.
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
For broader elements, see
Agent: related RDA entity of agent
RDA Entity: related work of RDA entity

For narrower elements, see
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Agent: commissioning body agent of
Agent: consultant agent of
Agent: creator agent of work of
Agent: curator agent of work of
Agent: dedicatee agent of work of
Agent: dedicatee agent of
Agent: director agent of
Agent: director agent of photography of
Agent: editorial director agent of
Agent: founder agent of work of
Agent: honouree agent of work of
Agent: issuing body agent of
Agent: organizer agent of
Collective Agent: related work of collective agent
Person: related work of person
Agent: researcher agent of
Agent: sponsored work of agent
Agent: subject agent of

For the inverse of this element, see Work: related agent of work.
curator agent of item

Definition and Scope
An agent who conceives or manages the aggregation of an item in an exhibition or collection.

Element Reference

Prerecording

Recording
Record this element as a value of Agent: appellation of agent or as an IRI.

Recording an unstructured description
Record an unstructured description for a related agent as a value of Agent: name of agent.
For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related agent as a value of Agent: access point for agent.
For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a related agent as a value of Agent: identifier for agent.
For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related agent as a real-world object.
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
For broader elements, see Item: related agent of item.
For narrower elements, see
  Item: collection registrar agent
  Item: collector agent
  Item: curator collective agent of item
  Item: curator corporate body of item
  Item: curator family of item
  Item: curator person of item
For the inverse of this element, see Agent: curator agent of item of.
curator agent of item of

Definition and Scope
An item that involves a responsibility of an agent for conceiving or managing the aggregation of an item in an exhibition or collection.

Element Reference
Prerecording
Recording
Record this element as a value of Item: appellation of item or as an IRI.

Recording an unstructured description
Record an unstructured description for a related item as a value of Item: title of item.
For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related item as a value of Item: access point for item.
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For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related item as a real-world object.
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
For broader elements, see Agent: related item of agent.
For narrower elements, see
Agent: collection registrar agent of
Agent: collector agent of
Collective Agent: curator collective agent of item of
Corporate Body: curator corporate body of item of
Family: curator family of item of
Person: curator person of item of
For the inverse of this element, see Item: curator agent of item of.
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curator agent of work

Definition and Scope
An agent who conceives or manages a presentation of materials displayed in an exhibition or collection described by a work.

Element Reference
Domain
Work
Range
Agent

Alternate labels
has curator agent of work
curator of work

Prerecording

This element is a shortcut for the following chain of relationships:
1. Work: description of item for an item aggregated in an exhibition or collection
2. Item: curator agent of item for an agent who conceives or manages the aggregation of an item in an exhibition or collection

Recording
Record this element as a value of Agent: appellation of agent or as an IRI.

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Related Elements
For broader elements, see Work: related agent of work.
For narrower elements, see
  Work: curator collective agent of work
  Work: curator corporate body of work
  Work: curator family of work
  Work: curator person of work
or the inverse of this element, see Agent: curator agent of work of.
curator agent of work of

Definition and Scope
A work that involves a responsibility of an agent for conceiving or managing a presentation of materials displayed in an exhibition or collection described by the work.

Element Reference
Domain
Agent
Range
Work
Alternate labels
- has curator agent of work of
- curator of work of

Prerecording
This element is a shortcut for the following chain of relationships:
1. Agent: curator agent of item of for an item that involves a responsibility of an agent for conceiving or managing the aggregation of an item in an exhibition or collection
2. Item: item described in for a work that is an exhibition or collection catalog

Recording
Record this element as a value of Work: appellation of work or as an IRI.

Recording an unstructured description
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For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related work as a real-world object.
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
For broader elements, see Agent: related work of agent.
For narrower elements, see
- Work: curator collective agent of work of
- Work: curator corporate body of
- Work: curator family of work of
- Work: curator person of work of

For the inverse of this element, see Work: curator of work.
related agent of work

Definition and Scope
An agent who is associated with a work.

Element Reference

Prerecording
For instructions on agents associated with special kinds of works, see:
- Work: related agent of legal work
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Recording an IRI
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Related Elements
For broader elements, see
- Work: related RDA entity of work
- RDA Entity: related agent of RDA entity
For narrower elements, see
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- Work: commissioning body agent
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- Work: creator agent of work
- Work: curator agent of work
- Work: dedicatee agent of work
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- Work: honouree agent of work
- Work: issuing body agent
Work: organizer agent
Work: related collective agent of work
Work: related person of work
Work: researcher agent
Work: sponsoring agent of work
Work: subject agent

For the inverse of this element, see Agent: related work of agent.
related work of agent

Definition and Scope
A work that is associated with an agent.

Element Reference

Prerecording
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Recording an unstructured description
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For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
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For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
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For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
For broader elements, see
Agent: related RDA entity of agent
RDA Entity: related work of RDA entity

For narrower elements, see
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For the inverse of this element, see Work: related agent of work.
curator agent of item

Definition and Scope
An agent who conceives or manages the aggregation of an item in an exhibition or collection.

Element Reference

Prerecording

Recording
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Recording an IRI
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Related Elements
For broader elements, see Item: related agent of item.
For narrower elements, see
- Item: collection registrar agent
- Item: collector agent
- Item: curator collective agent of item
- Item: curator corporate body of item
- Item: curator family of item
- Item: curator person of item

For the inverse of this element, see Agent: curator agent of item of.
curator agent of item of

Definition and Scope
An item that involves a responsibility of an agent for conceiving or managing the aggregation of an item in an exhibition or collection.

Element Reference

Prerecording

Recording
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Related Elements
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  Agent: collection registrar agent of
  Agent: collector agent of
  Collective Agent: curator collective agent of item of
  Corporate Body: curator corporate body of item of
  Family: curator family of item of
  Person: curator person of item of
For the inverse of this element, see Item: curator agent of item of.