IFLA
Division III – Library Services
Classification and Indexing Section

Standing Committee Meetings
82nd IFLA General Conference and Assembly
Columbus, Ohio, USA

Minutes of meetings
SC1 – Saturday, 13 August 2016, 15:15-17:45 (C112)
SC2 – Wednesday, 17 August 2016, 14:15-15:45 (C225)

Present: Harriet Aagaard, Elise Conradi, John DeSantis, Lynne Howarth, Ulrike Junger, Sally H. McCallum, Chris Oliver, Rehab Ouf, George Prager, Sandy Roe, Tiiu Tarkpea, Maja Žumer

Absent: Mauro Guerrini, Minyoung Hwang, Aida Slavic, Ana Stevanović, Elena Zagorskaya, Ekaterina Zaytseva

Observers: Julianne Beall, Héléne Besnier, Vincent Boulet, Chloe Bragg, Iman Dagher, Ian Fairclough, Grovżyna Federoniz, Agnese Galeffi, Massimo Gentili-Tedeschi, René-Vincent du Grandlaunay, Jennifer Halai, John Hostage, Alex Kyrios, Dorothy McGarry, Kelley McGrath, David McQuillan, Tanja Mercun, Alejandra Muñoz, Muzhgan Nazarova, Ángela Quiroz, Pat Riva, Ricardo Santos, Richard Sapon-White, Miyuki Tsuda, Fabien Vandermarcq, Jenny Wright, Oksana Zavalina

SC1, Saturday, 15:15-17:45, C112

1. Welcome and introductions of the Standing Committee (SC) and observers
2. Agenda was approved without changes
3. The draft minutes of the 2015 Cape Town SC meetings were approved
4. Financial report
   4.1. Admin funds: 39 Euros were expended for our portion (with the Bibliography Section and the Cataloguing Section) of the 2015 celebration of the launch of *The Metadata Newsletter*
   4.2. Project funds: none applied for, none received
5. Report from Division and Professional Committee
   During this morning's meeting the new Secretary General, Gerald Leitner, was introduced. He emphasized IFLA's future, and described his plan to map all of the

world's libraries, librarians, and library schools in order to demonstrate the ubiquitous nature of libraries and to see which areas are developed and which are underdeveloped in order to assist with advocacy – to create a library map of the world. He is planning more participatory membership activities, including a membership survey. He emphasized more cooperation among IFLA's many sections and special interest groups. One example is the alignment of our action plans which will show all the activities of the various units. Three words were emphasized: motivation, engagement, and future.

The President and President-Elect encouraged us to attend their programs.

HQ recently asked the sections to complete work on how to become a dynamic unit. As part of this they organized a session the completely coincides with our 2nd SC on Wednesday. We have quite a lot of paperwork to do for that meeting. Rehab, Ulrike, George, and Lynne volunteered to work with Sandy and Maja to complete this form prior to Wednesday's meeting at a time to be decided.

6. Section Development since last meeting.

6.1. New name of the Section

On Aug. 12 we received email notification that the Professional Committee had approved the name change. Our Section name is now *Subject Analysis and Access*! IFLA HQ will proceed to amend the webpage and all the documents after the Congress. Including the initial discussions, it has been a year-long process. No one was happy with the previous name but finding a clear alternative was difficult. A year ago, we focused in on subject access; our mission statement already made it obvious that that was what the Section is all about. Sally McCallum suggested Subject Analysis & Access. The vote was held in March. No negative votes were cast, all were positive. A failure to vote was counted as agreement. Following the suggestion on IFLA's form for the name change, we also examined our mission statement and added a bit that had been missing. The intent is that our mission encompasses all the ways of providing subject access -- machine tools and uncontrolled vocabularies, in addition to more traditional methods.

6.2. Report on other actions undertaken by the Section in 2015/2016

6.2.1. Membership

We have three new corresponding members, each with terms of 2015-2017: Marie Baliková (National Library of the Czech Republic), Tomomi Kamakura (National Diet Library, Japan), and Marie Camila Restrepo Fernández (Universidad de Antioquia, Colombia)

Next year is an election year. A sheet is being passed with Standing Committee's membership that includes information about which members will be concluding their first or second term. Please consider being nominated for a second term on the Standing Committee (SC) and encouraging new nominations by Section members with whom you are in contact.

6.2.2 Satellite meeting in Columbus, Aug 11-12

Athena did a great job with all aspects of the local arrangements and website (https://sites.google.com/a/kent.edu/ifla2016-classification-indexing/introduction). There were 84 registrants, 12 papers, and 2 keynotes. Marcia Zeng, the first keynote speaker, spoke of "Subject Access, Smart Data, and Digital Humanities" and the opportunities available among their intersections. She inspired us to use linked data to make Big Data into Smart Data. Karen Markey's final keynote categorized the presentations into three themes: 1) Innovation in Libraries Always Starts with Operations, 2) Subject Access Innovations for End Users, and 3) Innovations Benefitting both Library Operations and End Users. She concluded with a call for more end user studies. The presentation slides and full papers for most speakers are available from the satellite meeting website, and the full papers have been submitted (but not yet uploaded) to the IFLA Library. The members of the Program Committee were named and thanked: Harriet Aagaard, Marie Baliková, Elisa Conradi, Sally McCallum, Sandy Roe (Chair), Athena Salaba, Tiiu Tarkpea, and Maja Žumer.

6.2.3. FRBR-LRM (Chris Oliver)

Changes to FRBR-LRM were made subsequent to WLIC last year (arising from discussions and decisions during the all-day meeting at the end of WLIC) so the model has changed a bit from what Maja Ẑumer and Pat Riva presented in Cape Town. During the autumn the Consolidation Editorial Group prepared the definition of the model, and the document was subsequently posted for world-wide review for two months, from February 21, 2016 through May 1, 2016. The world-wide review resulted in 164 pages of comments. See page 28 in the most recent *IFLA Metadata Newsletter* (v. 2, no. 1) for statistics regarding the comments they received and from which countries. As a member of the FRBR Review Group (RG), Chris is extremely grateful to the editorial group for doing the analysis of the comments, and doing an initial revision of the model in light of the comments from the world-wide review. Tomorrow there is the usual business meeting of the FRBR RG. The changes made to the model since it

was last seen will be presented at the RG's meeting on Thursday. The group will also meet all day on Friday following the WLIC to discuss the world-wide review comments and newest changes; this meeting is open to observers.

FRBRoo was sent to the Standards Committee for approval. It was approved in principle with some minor revisions requested. Some final questions about the title of FRBRoo, etc., and promotion of the model will be discussed during the RG meetings in Columbus.

There will likely be changes to the governance of standards review groups. Patrice Landry who prepared the report for the Committee on Standards worked closely with each of the RGs – and also helped with navigation through procedures that had not been formalized. The Committee on Standards is listening to the comments from the RGs and aims to improve the standards approval process.

An updated Spanish translation of FRBR has been released.

6.2.4. Other

6.2.4.1 MulDiCat

This activity has become the responsibility of the Standards Committee.

6.2.4.2 Best Practice for National Bibliographic Agencies in a Digital Age

Last year the Bibliography Section asked our SC to assist with the revision of the subject access portion of their "Best Practice" web publication (https://www.ifla.org/node/7858). There are lots of opportunities here, for example, there is a section on standards and tools that can always use expansion. When we learn what exactly is needed and what the deadlines are, Maja will circulate a call for volunteers.

6.3 Working groups

6.3.1 Genre/Form WG (George Prager)

This WG is a joint endeavor between our SC and the Cataloguing Section SC. Ricardo Santos from the National Library of Spain (a member of the Cataloguing SC) is now co-chair of the WG. The roster is available at http://www.ifla.org/node/8526. The WG met last year at Cape Town, and has been developing a survey for national libraries and bibliographic agencies about their genre/form practices. The survey has 4 tracks: those using genre/form; those that plan to develop genre/form vocabularies;

libraries that use subject headings that include genre/form concepts; and libraries that express genre/form through local vocabularies or other means. The survey will be distributed to the list of national libraries and bibliographic agencies that is available from the Bibliography Section. The WG will have a brief meeting later today, and anyone interested is welcome. One of the items to be discussed is the possibility of requesting funding for a face-to-face meeting during the coming year.

6.3.2. Subject Access in the New Environment WG

This WG was responsible for the Aug 11-12 satellite meeting, Subject Access: Unlimited Opportunities. During the satellite meeting we learned of many new developments. For example, it would be very helpful to identify which subject access vocabularies have links to other vocabularies and to learn where that work is happening. Which vocabularies are beginning to be mapped, which are mapped, and which mappings continue to be maintained? We need to accumulate this kind of information as a next goal. We look to the WG membership, and also solicit new members. A meeting time for this WG has not yet been set.

6.3.3. WG meeting times during this conference. To be decided.

6.4 Section newsletter, etc. (Harriet Aagaard)

Pat Riva and a lot of other people sent in very interesting material. The June issue of the combined *IFLA Metadata Newsletter* is quite good. The National Library of Germany sent in lots of interesting reports, as did the Library of Congress, and Elise has written in from the EDUG. We could have had more entries related to subject access. John DeSantis: George could report on what is happening with the American Library Association's (ALA) Subject Analysis Committee (SAC) just as Jay Weitz reports what is happening in ALA's cc:da. For the December newsletter, we need a report on the satellite meeting and other reports. It is Harriet's turn to edit the December newsletter; all contents should be submitted to Harriet by the end of November.

Webpage – Harriet was really enthusiastic until after Cape Town when HQ erased all changes without notifying the web editors, and without always having the correct information.

Communication Plan – IFLA asked that this be created from the Action Plan and just a few sentences. Our action plans have been posted under the Publications portion of our Section's website (https://www.ifla.org/publications/70). Note that some are missing; send Harriet any that you may have but don't see posted.

Blog, twitter – Send items for either and Harriet will post them.

There was a discussion about the types of contributions that were wanted for the newsletter. Can submissions relate to metadata more generally or must they be specifically related to subject access issues? Harriet answered that with the combined newsletter, submissions no longer have to be suited to our section alone. Things overlap sometimes; one's work effects the other. As long as we have enough information coming from our section, Harriet is happy with it. The *IFLA Metadata Newsletter* has been well received, and both the Cataloguing and National Bibliography SCs are pleased. Let's continue to promote cooperation among the Sections and SCs; the newsletter is one way to do this.

We can consider our previous newsletter, the *IFLA Classification and Indexing Section Newsletter*, ceased with no. 50, December 2014. Online issues from 2000-2014 remain available on the Section's website.

The three editors had a skype meeting in the spring, and will also meet tomorrow.

7. Section's Action Plan, 2016/2017

The reporting period for the Action Plan is now conference-to-conference (a change that has been requested for some time), and we must prepare an Action Plan for two years. Next year when Maja's term concludes it can be amended. Maja and Sandy will prepare a new Action Plan, and send a draft to the SC for comment. If you have thoughts or ideas and this document, please share them.

Are there other projects on which we should be working?

Harriet suggests that we concentrate on the subject access WG and results of the survey of national libraries. Lots of things, including innovations, should come out of those survey results which will lead us to other ideas.

The Cataloguing Section has decided to set up a WG for the revision of *Guidelines for Authority Records and References* (GARR). Its most recent edition was published in 2001. GARR is not focused on subject access specifically, but on relationships, linking. Vincent Boulet (French National library) from the Cataloguing Section is asking for at least one person from our section. Harriet and George both expressed interest.

8. Overview of Open Program: Subject Access to Indigenous Knowledge (DeSantis)

Most papers were very good and the program committee had the luxury of choosing the best four. We have received translations – one into Spanish, one into Arabic, and another Spanish and Arabic translation are forthcoming. The completed translations are already available online. The program will be on Tuesday, Aug. 16 at 4pm. John

will introduce the speakers and moderate the session. Maja will say a few words at the beginning about the section. Harriet and Sally volunteered to count the audience.

9. 2017, Wrocław Conference Plans, 19-25 August

Theme: Libraries. Solidarity. Society.

The Bibliography Section has asked us to consider another big joint UBC session that might begin with the national bibliography as a mirror on society and then expand to subject access, and all the issues that come with it. This is very preliminary. Our previous combined session was very successful except that we just had one subject access paper. We can combine our individual allotted times or not; we can still collaborate or contribute without allocating time, or we can have our own. Sally prefers keeping sessions to 2 hours, rather than doing longer ones, as it is difficult to get to longer sessions due to conflicts with other programs. Bibliography is a bit specialized and so it can be difficult for them to attract a sufficient number of papers. John DeSantis would not support a combined session of only 2 hours that would limit the number of papers presented in Poland.

Lynne suggests how classifications change over time, identity, what to do about it now, how things should evolve.

The Cataloguing SC was approached by the special needs section; collaborating with yet another group in order to extend who we are would be good. Their program is Session 200 on Thursday at 8:30: Collaborating across borders – making accessible resources available. Metadata for a Session 200 Collaborating across borders, making accessible resources available. It is a kickoff meeting to see how cataloguing can boost accessibility information in catalogs – not in the sense of OPACs but by leveraging metadata to assist these people with various tasks. There are six papers, and two are related to cataloging (Chris Oliver and Rehab Ouf). It is a part of the action plan of the special needs SC to see how they can move things in that direction, to increase the production of metadata for print disabilities – only 5% of published information is accessible. George: genre/form is a topic with which we might collaborate with the multicultural services section.

If you have the opportunity during the Congress, approach people from these groups. Subject access in general could go with so many areas – special needs to IT. There are many areas – if could be for children as well, in public libraries (as opposed to academic).

Other suggestions? Elise: Let's consider mapping, bringing different vocabularies, different approaches together. One of the points that Karen Markey had us discuss was more end user surveys. We don't test enough in real environments. We should

begin to include user studies as an aspect of the call for papers on every topic we choose – next year and beyond.

Announcement

The Cataloguing and Bibliography SCs have invited us for a UBC happy hour on Wednesday at 5pm at a place will to be announced.

Adjourned at 15:30

SC2, Wednesday, 14:15-15:45, C225

Call to order 14:16

Introductions, reminder to sign the attendance sheet that is circulating

Announcements

The UBC happy hour with the Cataloguing and Bibliography SCs will be today at 5pm at Flat Iron in front of the Red Roof hotel. Meet there or gather 10 minutes before 5pm to walk.

Today at Officers' Capacity building training, we were encouraged to use Basecamp both for SC work and for any WG. Either Maja or Sandy can begin, and then anyone with an email can be added. If you want to begin using it, just contact Maja or Sandy and we will set you up. Basecamp is a project management platform that permits document sharing. Elise will try it out for the WG on Subject Access.

10.   Discussion/Evaluation of Columbus Conference

   10.1 Open Programme Evaluation

      Maja: I am so happy to be able to say it was a lovely, really great open program. The content was just perfect in all respects (although it could have been in a smaller room). There were over 100 attendees. It was timed just right; everyone was on time; there were questions after every presentation. John received many compliments as well – one speaker said it was the best program at IFLA this year; one who self-identified as indigenous was almost moved to tears. Questions after each presentation worked much better than holding them all until the end. We learned so much from it. Lynne heard comments from those who just attended because of the title, but didn't understand our section name. The evenness of the level of presentations was just great. All four did touch on modifications to LCSH

for the benefits of these communities, and so we wish we could have had Janis Young from the Library of Congress present to speak to whatever changes might have already been made or that might be in the works through SACO.

Other comments: The room was cold. All speakers were asked to provide print copies of their slides for the interpreters but only 2 complied – which made it difficult for Marie-France who was translating for our open program. Harriet and Tiiu counted attendees. Harriet tried but did not see many headphones in use.

10.2 Overall organization

No complaints about the conference in general.

There were program conflicts. Changes are made after the draft program is released, changes are made and those changes disrupt. We are lucky that our SC2 is after our Open Program.

11.   IFLA matters

If you are willing and eligible to serve a second term on the SC, remember to be re-nominated. Nomination forms will go out in October, and be due back in February.

During the Division III meeting we discussed the fact that there was insufficient time for discussion during the two SC meetings, and that is was difficult to schedule additional meetings for discussion because of conflicts. We were told that we could ask for additional time for our first SC meeting on Saturday. Maja will ask in order to have more time for a more free discussion.

Bibliography & Cataloguing – The Sections that made up the former Division IV (Bibliography, Cataloguing, Classification & Indexing, and Knowledge Organization), used to have an extra session that allowed each to report on their activities – not in a formal sense but on projects – progress, etc. This was always a very well attended session because many are very interested in this general area, and want to know what's going on. We are planning to schedule a time and a small room for reports from Cataloguing, Bibliography & SAA in a joint session for 2017.

12.   Unfinished business of updates from the first meeting

12.1 Wroclaw Conference Plans (2017)

Three options for our Open Program in Poland: plan our own, partner with Bibliography, or partner with the Law Libraries Section. We can co-sponsor any number of sections. We can have representatives on the program and assist.

Bibliography would like to create a 4-hour program (with a break in the middle) about who is represented in the bibliography, voices of minorities, what is in a name/what do we name things (places, events, etc.). The working title is: Challenging Society and Naming Identity: Bibliography in a Multicultural World. We could contribute to the ways subject access has shaped bibliography.

The Law Libraries Section (Héléne Besnier) has asked us to do a joint program on classification. As societies change, libraries need to change/re-adapt their subject access – local to national to international schemes. How do libraries chose one, or even more than one scheme? How do they make them relevant and keep them relevant? How do they work to make legal materials accessible through these schemes despite changes in governance, and so forth? How might users apply subject analysis and use it in innovative ways to access these materials? Each year Law partners with another section, and often their topics are related to classification and subject headings related to Law. Helene is in a law library and struggles with these questions every day. Some papers could be somewhat specialized but still applicable broadly.

John DeSantis: the proposal to work with Law Library section is interesting. There are a number of published librarians who work with the Parliament that we could tap and who are active in IFLA already. George Prager: The Law Section is quite enthusiastic, and would need one hour from us, if we are to do this. (They will be doing another program for transition in Eastern Europe, and they are giving an hour somewhere else.)

Bibliography would also prefer our time and Bibliography has not promised their 2 hours anywhere else. Three hour programs are also possible (as well as 2, or 4 hour programs).

After discussion, the SC decided that there was much to be gained by taking part in two joint programs – it would be good for our profile to have two strong 'suitors' and would give more, newer SC members a chance to be involved and participate in program planning. We will give one hour of our time to the Law Libraries and the other hour to Bibliography. A combination of invited keynotes and an open call is probably the best and should be encouraged. We have had better success when we have asked for abstracts first, and then for papers. In those cases where we had more wonderful papers than we could select,

remember that any author – even those whose papers were not selected -- can submit their papers to *IFLA Journal* for consideration, or of course submit them to any other relevant journal. This kind of information could be included in rejection letters, if the committee believed it was warranted.

Volunteers to work with Bibliography are: John DeSantis, Lynne Howarth, Elise Conradi, Sally McCallum, and Anka Meyer (from Bibliography). Bibliography will submit the paperwork for the Bibliography & SAA section.

Volunteers to work with the Law Libraries Section are: Harriet Aagaard, George Palmer, Tiiu Tarkpea, Chris Oliver, and Héléne Besnier (from Law). Helene will see her chair and let us know whether they will submit the paperwork for the joint program or whether they would prefer that we do it.

12.2 Conference plans, Malaysia (2018)

The idea of holding a satellite meeting in Malaysia we discussed but rejected. The SC anticipated IFLA would be back in Europe in 2019 and that location make it easier to plan a satellite meeting as we have many members in Europe. We could consider cooperating with another section on a satellite meeting.

13.   Other business:

Report on WGs:

George/Ricardo – they will be working on the survey and deciding whether or not they will be applying for Program funds. Right now the Genre/form survey is in Google forms, but would like to see how SurveyGizmo works. Maja participated in a pilot of 20 libraries with SurveyGizmo and said that the software was ok, but getting the responses were difficult. Extracting data, analyzing it, and maintaining it indefinitely are all concerns that still need to be addressed.

Bibliography (Pat Riva) – the existing bibliographic registry already has 44 respondents, and their interest is in getting respondents from ones who have not already responded. Others they are hoping for updated information. We could find ourselves using SurveyGizmo to get more respondents. They want one from each national bibliography.

Maja asked that we share information about when each survey is going out and to whom.

The WG on Subject Access in the New Environment (SANE) should begin working to get a better overview of what is happening on providing subject access around the world.

National libraries would be a good place to start, and would lead us to other people and places doing interesting things, their plans for the future, etc. We saw at the satellite meeting that a lot is going on that we are not aware of. It would be a great service to gather together to let others know of others doing similar things. Currently the WG consists of Maja, Sally, Sandy, Tiiu, Harriet, Elise, and Marie Balíková. We would like to get better geographic coverage, e.g. from Asia, Malaysia, Latin America; and OCLC (Diane Vizine-Goetz agreed to be part of the working group). SANE (Subject Access in the New Environment—it is whatever is happening to us that we are not prepared for.

[group photograph]