

**IFLA**  
**Division III – Library Services**  
**Subject Analysis and Access Section**

**Standing Committee Meetings**  
**83<sup>rd</sup> IFLA General Conference and Assembly**  
**Wrocław, Poland**

**Minutes of meetings**  
**SC1 – Saturday, 19 August, 12:30-14.30 (Oval 33)**  
**SC2 – Thursday, 24 August, 10:45-13:15 (Conf. room B)**

Present: Harriet Aagaard, Marie Balíková, Elise Conradi, John DeSantis, Mauro Guerrini, Ulrike Junger, Andreas Kempf, Jane Makke, Jean Maury, Sally McCallum, Chris Oliver, Rehab Ouf, George Prager, Sandy Roe, Caroline Saccucci, Athena Salaba, Aida Slavic, Maria Stegaeva, Ana Stevanović, Tiiu Tarkpea, Maja Žumer,

Absent: Rosali Fernandez de Souza, Jinxia Huang, Seung Jeong Kim, Elena Zagorskaya

Observers: Christian Aliverti, Fatima Alloul, Eva-Karin Annemark, Marixa Avramova, Julianne Beall, Vincent Boulet, Grouznya Feoleroniowicz, Joanna Gehod-Niewiadomska, Rebecca Green, Stanislav Golutcov, Carolina Roza Higuera, Kim Hyeonok, Aleksandra Jurek, Jiyou Kim, Viktoria Lundberg, Dorothy McGarry, Kamil Pawlich, Pat Riva, Ricardo Santos, Richard Sapon-White, Marja-Liisa Seppala, Miyaki Tsuda, Jenny Wright, Zofia Zurawinksa

**SC1, Saturday, 12:30-14:30, Oval 33**

1. Welcome (12:33) and introductions of the Standing Committee (SC) and observers
2. Agenda was approved without changes
3. Draft minutes of the 2016 Columbus SC meetings were approved
4. Financial report
  - 4.1. Admin funds: 0 euros expended so far; we will contribute to UBC social to be held this week in Wrocław
  - 4.2. Project funds: 2500 Euros requested by the Genre/Form Working Group for their April 20-21, 2017 meeting in Madrid; 2260 Euros allocated; 2146 Euros expended
5. Section Development since the last meeting

## 5.1. Working Groups

### 5.1.1. Genre/form WG / George Prager

The Genre/Form Working Group is joint with the Cataloguing SC. In February 2017, they sent a survey regarding genre/form practices in national libraries. They received 77 responses (out of 182 surveys sent). There were 179 national libraries on the list that they obtained from CNDL; one third of the addresses were invalid or obsolete. They sent the survey to 3 additional libraries: the National Library of Medicine and the National Agriculture Library (both in the U.S.), and the Bibliotheca Alexandrina in Egypt. After eliminating duplicates and fragmentary responses, they found that two-thirds of those who responded from national libraries are using one or more genre/form vocabularies, and another 10% are developing genre/form vocabularies. The WG has written a report with analysis and graphs that should be posted soon after this Congress. Four members of the WG met in Madrid in April to evaluate the results of the survey, and since then they have been developing the report. After the WG finalizes the draft report it will go to this Standing Committee and the Cataloguing Standing Committee for comment, and then it will be posted publicly.

The WG will meet immediately after the conclusion of our second Standing Committee meeting on Thursday, and anyone who wants to join is welcome.

George will report from the Genre/Form WG during the Metadata Session that will be held at 11:45 on Tuesday at the IASE Conference Room.

### 5.1.2. Subject Access in the New Environment (SANE) WG / Maja Žumer

After planning last year's satellite meeting, the plan was to do more surveying to identify new interesting developments related to SAA around the world – both inside and outside libraries. A lot of controlled vocabulary development is going on outside of the narrow library world. But we realized so many surveys were being done, that we chose not to pursue it last year.

Harriet: Interesting theme but difficult because it is so broad. Perhaps this existing Working Group should be disbanded, and another formed on something more specific such as automatic indexing.

Aida: This past year UDC had 10-15 conferences with publishers who are very interested in finding vocabularies that they could have to

apply. Bibliographic services are moving toward a world where our work will be closer to the source (the publisher). Aida will explore this idea of a new group.

Andreas: Interesting to see what's inside libraries but also outside the libraries. Let's consider having a look at our own expertise. As part of the SC nomination process, we have to write down our expertise. Let's compile a list of the expertise of the SC members (member profiles) so we can know more about our own group. It should certainly be shared with other SC members but perhaps more broadly, such as on the IFLASUBJ list or with the Professional Committee as the IT Section SC did several years ago. Harriet offered to work on this with Andreas.

## 5.2. Report on other actions undertaken by the Section in 2016/2017 (memberships, liaison)

Guidelines for Authority Records and References (GARR), last published in 2001

We were asked last year to collaborate on the revision of GARR with the Bibliography SC. George volunteered and participated in a Skype meeting in fall 2016. Harriet volunteered also but never made contact. Rehab would also like to volunteer.

## 5.3. Section Newsletter and Communication report / Harriet Aagaard

The most recent issue of the IFLA Metadata Newsletter was published in June 2017 (26 pages). Unni Knutsen will continue as newsletter editor from the Cataloguing SC. Rebecca Lubas from the Bibliography SC has been replaced by Jay Weitz. The sections are happy with the combined newsletter – but don't forget to send in interesting articles or summaries of or announcements for conferences and webinars. Let's continue to ask people from Knowledge Organization (ISKO, NASKO, and those from other chapters and countries) to report.

The three newsletter editors will have a meeting, and the next deadline will be decided then. We will want to include interviews with new SC members in the next newsletter.

IFLA HQ has done an assessment of several aspects of communication for all SCs. Our SC is not the best but kind of ok. The comments noted that we had completed the latest action plan, annual report that the last meeting minutes (2015) were posted but not the draft meeting minutes from Columbus (2016). We have a blog but the last blog post was Aug. 5, 2015.

How do we want to use the blog?

How does it work? People write and submit their posts to Harriet.

What is the scope, who is the audience, can anyone contribute? Just like the newsletter, anyone can contribute. Perhaps we could start with members who attend conferences. Even just saying that there was a workshop that booked within 3 days, or whatever is interesting. We have lots of members, perhaps we could ask each member to take a period of the year to come up with contributions – that would be great.

Is it the case that some things might be in the blog only and not the newsletter? No, content in the newsletter is not limited.

Caroline and Elise volunteered to work with Harriet on the blog. We could focus the blog on subject access, we could focus it on what is being written, what is coming out – write a paragraph. Just read an interesting article, or just attended this conference and here is the link. We could post questions or controversies for discussion.

The SC does not have a Facebook page. We do have a twitter account, but Harriet left it when the name of the section changed because you can change the label for a twitter account but not the name. IFLA commented that while we have stuff on our main website, we have no social media presence. The Dewey blog is a really good example of a good blog – postings are twice per month. They take a current event and discuss where it is in DDC.

#### 5.4. Corresponding members

Our three corresponding members who had completed their first two-year term chose to renew for a 2nd two-year term (2017-2019): Marie Balikova (Czech Republic), Tomomi Kamakura (Japan), and Maria Camila Restrepo Fernandez (Colombia). Edgardo Civallero (Spain) is in his first term (2017-2019). Five corresponding members are permitted. IFLA's info about Corresponding members is available at <https://www.ifla.org/officers-corner/corresponding-members>

#### 6. Elections of Chair, Secretary, and Information Coordinator

An email requesting nominations was sent to incoming and continuing SC members July 17 with July 30 deadline. One nomination was received for chair: John DeSantis. Three nominations received for Secretary: Elise Conradi, Rehab Ouf, and Athena Salaba. One nomination was received for Information Coordinator: Harriet Aagaard.

As specified in IFLA's Procedure for Elections of Officers and Information Coordinator, we invite nominees for each position to introduce themselves to the SC, and then arrange for the distribution of a secret ballot during the meeting for the position with more than one nominee. Only incoming and ongoing SC members may vote.

Outgoing SC member Tiiu Tarkpea and Corresponding member Marie Balicova counted the ballots. Tiiu announced Elise as our new secretary.

## 7. Overview of Wroclaw Conference Programme

### 7.1. Open Programme 1 / John DeSantis

Challenging society and naming identification, Monday, Aug. 21, at 9:30.

16 proposals were received after an extended deadline. Papers were received from Israel, Mexico, Norway, Poland, and the United States. Volunteers were solicited to count the number in the audience, and to sit in front to help keep the speakers on time. All papers have been received; no translations were arranged.

### 7.2. Open Programme 2 / George Prager

Optimizing subject access to legal resources: solidarity and divergence, Monday, Aug 21.

This is our SC's first collaboration with the Law Library Section. Five proposals were received; four were selected. There will also be one keynote speaker. There will be presenters from Mexico, the EU Publications Office, and the US Library of Congress indigenous law portal. Proposals were also received from India and Chile that they could not fit in. The Mexican speaker will present in Spanish. The EU office did one of their own translations. George Prager and H el ene Besnier co-chair. Volunteers were solicited to count the number in the audience, and to sit in front to help keep the speakers on time.

### 7.3. Metadata session

Maja and Pat Riva will report jointly on the new IFLA Library Reference Model (LRM); Rehab and Ana will also have reports. Miriam Bj orkheim is organizing the session. This Metadata session is a first, and the result of a proposal from our 3 SC for an hour-long session to present our work. Under the old IFLA structure, Division 4 was Bibliographic Control, and there was a Division 4 session where all the project reports related to bibliographic control were presented. Under the current IFLA organization, the Division we are in is very heterogeneous (including children, reference, etc.), and so although the Division still organizes an open session, bibliographic control is not the focus. Consequently, some reports have been being repeated in each of the 3 standing committee meetings since there was no common venue. The Metadata session resolves this problem and opens our work up to a broader audience – beyond just the members of the 3 standing committees. Please support this new session by attending.

### 7.4. Metadata social

Our first social - prior to the celebration of the joint newsletter in Cape Town – was held in Columbus, OH in 2016. This year the location is Coffee Planet, #7 on the main square in Wroclaw at 6pm, immediately following the General Assembly.

8. 2018, Kuala Lumpur Conference Plans (24-30 August 2018)

Theme: “Transform Libraries, Transform Societies”

Note that the Standing Committee meetings will be on Friday next year (days of the week are shifted).

Think about topics, possible names for an open programme, liaisons with other sections.

9. Satellite conference plans

In previous years the deadline for satellite meetings would have been past but this year a satellite meeting for 2018 can be proposed until Nov. 2017. Having a satellite meeting on automatic indexing, possibly with the IT Section, was suggested. What happens to subject access when more and more is done automatically? For example, the German National Library stopped the assigning of subject headings and classification a couple of years ago and they continue to work on what other machine procedures might be able to be applied.

More discussion about next year’s open programme and possible satellite meeting will take place in the second SC meeting.

10. IFLA Global Vision discussion / John DeSantis

This is a process initiated by IFLA that began in Athens with the officers, and then continued with regional meetings. The large organizing meeting took place in Athens with over 100 people. Regional meetings then took place around the world, the US Library of Congress had one just a few weeks following the Athens meeting. The most recent was in Madrid. We will hear a lot from Gerald Leitner about this during this Congress. How might a united library field tackle the issues of the future? In June, the SC formed a small group and had an online video conference. We had to address certain questions. What are the core values of libraries? What are libraries exceptionally good at? What should libraries do more of, do less of? Main challenges to society? Main challenges to libraries? To the profession? Characteristics of a united library field, etc. Take these questions back to your communities, your libraries. Record your answers and see what you come up with. IFLA will open a portal with all the opinions that have been accumulated with those chosen most frequently at the top. Select the response that you most identify with. They expect opinions will converge. The toolkit is available on the website. Get involved!

Group photo (2:26)

**SC2, Thursday, 10:45-13:15, Conf. room B**

## 11. Discussion/Evaluation of Wroclaw Conference

### 11.1. Open programme evaluation

#### Challenging society and naming identification

100 in attendance

John DeSantis: Good questions, held time, for the most part presenters were engaged and well-prepared, article in American Libraries Magazine which highlighted two presentations (Sapon White's and the Sami Bibliography)

George Prager: Good that a paper on genre/form included, good with two papers on indigenous peoples (good parallel to afternoon session)

Athena Salaba: Good variety from different regions.

John DeSantis: Few papers focused on bibliography, grateful for the Sami paper.

Sally McCallum: Genre/form presentation particularly good – overall analysis and then down to pragmatics of how they work.

Harriet Aagaard: Papers inspired further work in LD, MARC, etc. Several interested in seeing slides, John will look into how these can be made available

So far, no translations for any papers, John will continue to try to get at least one.

#### Optimizing subject access to legal resources: solidarity and divergence

50 people in attendance (usual number for law)

Chris Oliver: Reception from law library afterward, very positive about how the cooperation went.

Caroline Saccucci: Why simultaneous interpretation here and not at the morning session?

George Prager: Law had asked for it.

John DeSantis: Some confusion about why morning session didn't, possibly not requested in application.

Harriet Aagaard, Ana Stevanović: Quality of simultaneous interpretation OK, distracting that headphones were loud.

George Prager: Mexican presentation decided to do it in Spanish when they found out there was simultaneous interpretation. They provided their own translations.

## Overall

John DeSantis: Coordination with other sessions seemed to work really well, pleased with results.

### a. Overall organization

The cultural evening and opening ceremony were both appreciated. The hosts did a good job making everyone feel welcome. Public transportation worked really well. Impressive amount of security.

Accommodations ok, but construction during first meeting made it difficult to hear. Also difficult to plan regarding capacity; usually only members have registered, but room reservations should take into account anticipated observers. There were rumors of conflicts in rooms for meetings, causing some confusion for observers.

Difficulty using WIFI, not enough bandwidth. Conference app missing a lot of the extra meetings and not possible to add things to calendar on your own. Inefficient to not be able to add anything. The ALA app works much better – recommend that they look into that software. But OCLC may have given IFLA the app.

## 6. IFLA matters

### a. Division III forum

John DeSantis, Elise Conradi, and Harriet Aagaard attended Div III forum, Maya Žumer incoming head of Div III. All officers from all sections in attendance (ca 20 sections)

A lot of discussion about who is and isn't an officer. Discussion about co-chairing, some desire to see if these arrangements can be formalized. Strictly, just chair and secretary who are officers. Info coordinator only recently more involved, for example lack of communication to info coordinators. This likely to change so they all get information. HQ expects more communication outside of section. Reflects change in HQ. Emphasis on word DYNAMIC. Will be looking more closely at our Action Plans. Want us to do things all year, not just coordinate sessions and do stuff at IFLA meetings. All should be involved.

b. SAA logo

There is a September 30th deadline to propose something else if we're not happy with the new logo IFLA HQ has created for each section. Need to provide a more detailed description if it is to be changed. The provided logo is a book with a magnifying glass.

How better express subject analysis and access?

Suggestions included: ontology-like nodes with magnifying glass, classification notations, computer with links out, lines with a magnifying glass, an eye image with a magnifying glass, library with human figures representing the world.

Discussion to be continued over email.

c. BaseCamp

Type of depository for documents that sections can use to do their work, send comments, etc. IFLA communicates with members by posting documents, etc. Some complaints about generation of emails from BaseCamp. This can be regulated in preferences in BaseCamp. John DeSantis can make a project for the section, and anyone can be invited. All officers are given an account and can add anyone as needed.

Sally Roe: Maja and I both received invitations but thought it was supposed to be used for projects, didn't understand it would be used for communication. Invitation just sent from Sandy to John DeSantis, Elise Conradi, Harriet Aagaard.

George Prager: Not possible to edit documents dynamically together on the site. To-do lists can be useful in projects. Used as archive of google docs.

Rehab Ouf: Shared space to work on projects

John DeSantis: For example – program planning. Place to deposit proposals and allow for comments to be saved in one space. HQ is pushing this. Propose that working groups developed today should try it out.

7. Unfinished business or updates from the first meeting

a. Programme(s) in 2018

Satellite conference? Last time was 2016 in Columbus, very successful

Proposal to do joint satellite conference with IT: automatic indexing. They will be discussing it at their section meeting (after ours). Interested in subject, but they may not be able to do satellite conference. Possible open session instead. Harriet Agaard suggests that we proceed with planning. Need someone at the locality. Need a local person who knows of facilities, transportation, accommodations, catering, etc. Last satellite meeting was cost-free. Experience with people not showing up to satellite conferences. Leads to waste of food, rooms too large, etc. Solution: registration fee? Sandy Roe said there are a lot of requests for streaming of conference. A lot of registrants who have assumed it was an online meeting. Athena Salaba mentioned that the term "satellite" confused a lot of Americans (think "webinar").

Pros: Advantage to having a satellite conference: explore a topic at more depth, usually a whole day, flexibility to plan discussions, brainstorming

Cons of satellite: difficult to go for so long, cataloguing may also have a satellite, RDA plans to do something right before the IFLA conference (independent of IFLA) – we could schedule for afterwards so as not to conflict. IFLA not necessarily positive to satellite conferences because they are "outside" of the conference. They are often perceived as stand-alone conferences where attendees don't necessarily go to IFLA

Satellite papers will now be published at IFLA library? This is a way to communicate what we do. Conflicting messages regarding how these will be published. 2015-2016 will be loaded onto the IFLA library next month.

Other ideas for programs:

Critical analysis (Caroline Saccucci / Andreas Kempf)

SAA has so many different dimensions. Automatic indexing also begs question about further development of vocabularies, authorities, etc. Possible working group?

Sally McCallum: Possible satellite conference: Automatic classification in morning, critical analysis in afternoon – or two open sessions?

Athena Salaba: How can we leverage both aspects so they are more effective?

Caroline Saccucci: Positive to round-table discussion at end of day.

Harriet Agaard: Enriching satellite with two main topics, with keynote for each. Would likely be productive and a learning experience

Who would like to join project group for program on automatic classification headed by Harriet Aagaard?

Volunteers:

Caroline Sacucci  
Jane Makke  
Rehab Ouf  
Andreas Kempf  
Athena Salaba (primarily human aspect of it)  
Elise Conradi

Cataloguing section: have discussed automatic cataloguing and professional aspects of this. For example automatic processing.

In sum: Check with IT. If unable, then we will have an open session. Possibility to have a joint session with both IT and Cataloguing? Harriet Aagaard will investigate.

Next year's theme: Transform societies, transform libraries  
Need a catchy and informative name that fits this theme

Caroline Saccucci: Indigenous matters + critical analysis?

b. Working groups

At present, 1 active working group: Genre/form co-chairs: Ricardo Santos and Ana Stevanović.

October 31: deadline for funding requests

New working groups?

Harriet Aagaard: Automatic classification / processing?

- best practices
- human aspect of it
- planning group to morph into working group?

Andreas Kempf: New forms of collaboration: SAA with research data? Could be a very interesting topic.

8. Other business

Andreas Kempf: Creation of member profiles, research interests, special interests, work experience, etc.

Harriet Aagaard: IFLA has done away with this. Info about members comes from HQ. Alternatives: present people in blogs? Incoming members to be presented in Newsletter.

Sally McCallum: Webpage linked to from section page with background information?

Andreas and Harriet will coordinate efforts to solicit information from members and find where to publish it. What information should be solicited? Form to be sent to all members. Photo optional.

Harriet Aagaard: Regarding communication plan, IFLA wants us to have a blog. Anyone can contribute. It is too much work for just one person to write interesting articles there.

John DeSantis: IFLA also wants us to create our own Facebook page. Twitter? Problem with twitter acct since we changed our name. Should possibly start anew. Preferable with Twitter acct. E-mail list for information from Chair.

Adjournment (13:15)