

**IFLA Section on Bibliography  
Standing Committee  
66<sup>th</sup> IFLA Conference, Jerusalem  
Minutes and Summary of Meetings  
August 12 & 18 , 2000**

**First Meeting August 12**

**Present:** Werner Stephen, Chair, John Byrum, Secretary, Kirsten Waneck, Information Coordinator, Françoise Bourdon, Pilar Dominguez Sanchez, Talbott Huey, Unni Knutsen, Eeva Murtomaa, Bohdana Stoklasova, Eva Tedenmyr.

**Apologies from:** Guity Aryan, Maria Patrizia Calabresi, Sumana Jayasuriya, Retha Synman; Araceli Garranza-Bassetti and Cheng Huanwen (corresponding member)

**1. Introductions:**

The chair welcomed the members present and introductions were made.

**2. Agenda:**

J. Byrum moved to add a topic to the agenda concerning an inquiry sent to the Standing Committee regarding the appropriateness of including in a national bibliography works produced by publishers outside of the nation.

U. Knutsen moved to add consideration of the place of multilingual dictionaries in national bibliographies.

The agenda was duly amended.

**3. Minutes of the 1999 meetings:**

F. Bourdon moved to have included in the Minutes of the Bangkok meeting her version posted on IFLANET, including three documents: (1) an updated list of Standing Committee members; (2) a report on divisional working groups activities; and, (3) Section on Bibliography action plans. W. Stephan responded that he would check with members not present to see if all agreed that members' names should be available on the Web. K. Waneck suggested she and Bourdon confer regarding resolution of the concern and indicated her preference to relate the documents with hypertext links.

The Standing Committee members joined the chair in applauding F. Bourdon for her excellence in preparing high quality meeting reports.

**4. Annual report:**

J. Byrum pointed out that Section's annual report had been posted to the IFLANET and would also be highlighted during the Division of Bibliographic Control's open forum on August 14, with a focus on items comprising the Section's Action Plan for 2000-2001. He thanked W. Stephen, F. Bourdon and P. Dominguez Sanchez for arranging translation of the report into

German, French, and Spanish.

### **5. Financial report:**

W. Stephan presented a brief report regarding the Section's financial status. . The Section has DM 968.87 available (£ 495). Hfl 229 was due as part payment for the growth of the committee and Hfl 2000 had been authorized but not yet received to support the study which the Standing Committee commissioned from B. Bell and A. Langballe.

Regarding budget, J. Byrum raised the question of whether the Section would agree to a suggestion that each of the Sections contribute toward the cost for catering for the Division's reception planned for August 14. W. Stephan later advised that it had been decided to regard to occasion as an informal get together.

### **6. Chair's report:**

W. Stephan provided a detailed report on the meeting of the Division of Bibliographic Control's Coordination Board held August 11.

Regarding the Division's informational brochure, translations had been prepared in French, Spanish, English and German, with Portuguese in preparation, but Russian continued to be a problem. The brochure would need revision in 2001.

There will be a \$50 discount on registration by members for the next two IFLA Annual Conferences. The Professional Board has instituted stricter rules aimed to increase the quality of workshops and open sessions. J. Byrum added that papers would have to be delivered by due dates or they would not be printed for distribution to Conference participants. W. Stephan distributed a new three-page statement on professional priorities, for discussion by the Standing Committee at its August 18 meeting. There are also new regulations for section and division newsletter. For twice-a-year publications, the distribution dates will be April/May and October/November.

The Professional Board has approved three satellite meetings before the 2001 Boston conference, involving marketing in libraries, international consortia, and information retrieval in the networked world ; other proposals may still be accepted.

Attendee evaluation of the 1999 Bangkok conference was low at a rate of only 10%. Discussion followed on the activity level of IFLA members and IFLA's relationships with national library associations. Some expressed concern that the national associations and bibliographic agencies do not always seem to adequately support member or staff participation in IFLA work.

W. Stephan reported the continuing concern over the previously proposed abolition of Division VIII and that a special advisory group has prepared new recommendations for discussion at open meetings on August 14 and 16. He further reported on the Professional Board's decisions regarding the future of the IFLA Core Programmes, emphasizing that these Programmes are expected to become self-supporting and that each Programme will have three years to attain financial independence. Standing Committee members expressed concern regarding the future of the UBCIM Office, given this requirement.

The Division of Bibliographic Control's Coordinating Committee continues to be concerned regarding the availability of the printed version of the proceedings of the International

Conference on National Bibliographic Services (Copenhagen, 1998). K. Waneck conveyed apologies for the delay, explaining that the relocation of the Royal Library of Denmark to a new building had caused work to be held up but stating that the proceedings are now expected to appear in October 2000. J. Byrum hoped a free copy would be sent to all participants. U. Knutsen proposed that a listing of the participants be made available as soon as possible, especially since the lack of such a list has hampered progress of the study requested of B. Bell and A. Langballe.

Following up on a proposal transmitted by Jane Thacker, secretary, ISO/TC 49/SC9, that the Division appoint an IFLA Section or group to be responsible to take over a now discontinued ISO project on "abbreviation of typical terms" (ISO Draft Technical Report 11015), W. Stephan asked if such a multilingual glossary would be useful and should be published. The Coordinating Board has referred this matter to the Section on Cataloguing.

## **7. Review of Section program and workshop planned for the 2000 Conference:**

W. Stephan reviewed the programme to be presented August 15 as the Section's open forum. There will be three presentations with sufficient time allowed to provide for discussion of the topics raised by the speakers. A paper on "Two National Central Libraries In Italy: Bibliographic Co-Operation or Competition?" by Maria Patrizia Calabresi will be read by a colleague; Rochelle Kedar will speak on "Bibliographic Projects and Tools in Israel". Committee member Bohdana Stoklasova will speak on "The National Bibliography of a Small Country in International Context".

The chair also recommended attendance at the Section's workshop, jointly sponsored by the Section of Education and organized by F. Bourdon and on the theme "Teaching Bibliography Today" and with presentations on "Bibliographic control - is the current training still relevant?", by Retha Synman; "Bibliographical control: self-instruction from individualized investigations," by John McIlwaine; and "Teaching bibliography, bibliographical control, and bibliographical competence" by Mona Madsen.

All papers for the open forum were translated into French, German, and Spanish. The lack of Russian translations for these papers and of Section reports was raised again; W. Stephan will continue to be on the look out to find a translator, in particular he will raise the matter during his visit to the Russian State Library planned for November.

The Standing Committee discussed Section's presentation at the Division open forum to be held August 14. It was agreed that J. Byrum will report on Section activities, calling on other members to describe particularly interesting Section projects.

## **8. Review of the Section's Medium Term Programme (1998-2001) and Action Plan (2000-2001)**

The Standing Committee concluded the meeting by beginning its review of activities comprising its Medium Term Program and Action Plan.

J. Byrum began by reporting that item 1.1.1., calling for dissemination of the ICNBS recommendations to Conference of Directors of National Libraries (CDNL) had been accomplished. (There followed discussion leading to a decision that W. Stephan would alert Winston Tabb of the Standing Committee's interest in encouraging national libraries to adopt

the national level bibliographic record as their base level, as recommended by ICNBS. It was also thought that the Bell/Langballe project might include a question on this topic.)

W. Stephan reported a communication from Claudia Bazan, who is organizing a national library in Argentina and had requested information from the Section, particularly about ICNBS, to which he had replied, directing her to documents on IFLANET and advising her to contact Barbara Bell. P. Dominguez Sanchez will follow up with Ms. Bazan and invite her to present a paper on her experiences at the IFLA Conference to be held in Buenos Aires.

W. Stephan reported that 1.1.2 in the Action Plan directs the Section to contact the IFLA legal deposit organization about a joint workshop, but since there is no such group, he had contacted the Section on Official Documents instead; he reported a lack of interest on that Section's part to the proposed joint ventures. Regarding 1.1.3, he noted a similar lack of interest was registered by the Division of Regional Activities in a joint workshop at Boston, so the Section will need to go forward on its own.

J. Byrum stated that he had fulfilled 1.1.5 by requesting the director of the UBCIM Core Programme to include a component covering the ICNBS and the resulting Recommendations as part of future regional workshops sponsored by that office. Concerning 1.1.6 K. Waneck pointed to Mona Madsen's article in *Alexandria* (No. 12) which the Standing Committee agree would meet the requirement set out in this action item.

Regarding 1.1.7, seeking publication on IFLANET of the ICNBS Recommendations in all IFLA official languages, it was decided that P. Dominguez Sanchez would arrange the Spanish translation and that W. Stephan will seek a Russian translator, as noted above.

As for 2.1, the Working Group proposed is in place, and B. Bell and A. Langballe are pursuing their charge. Indeed, the authors had submitted a report. U. Knutsen reported B. Bell had informed her that the two researchers needed more information and wanted to know how their report will be used and disseminated. U. Knutsen recommended publication of the report and its presentation at Boston. F. Bourdon stressed that suggested guidelines were needed from the project as well as a report. Byrum related this need to the workshop in Boston now being discussed. Concerning communication with national bibliographic agencies about the project and its results, W. Stephan said the appropriate measure would be to hold the workshop, then take up that question with higher level IFLA units. U. Knutsen recommended that every country be encouraged to hold workshops at an IFLA to examine the status and adequacy of their national bibliography.

It was decided to postpone T. Huey's comments regarding 3.1 until the next meeting.

Regarding 4. 1, seeking to identify appropriate action to follow up regarding findings of the study "Results of a 'Survey on Bibliographic Control and National Bibliography'" undertaken by Robert Holley, U. Knutsen compared the Holley report of 1996 to the Bell/Langballe project. She found that Holley's recommendations have been covered by the Bell/Langballe project, with little seemingly left undone. She advised that what is now needed is to systematically compare Holley and Bell/Langballe and update the Standing Committee's understanding of what is needed now. J. Byrum recommended that the Section await the Bell/Langballe report and then ask U. Knutsen to perform the comparison.

## **Second meeting August 18, 2000**

**Present:** Werner Stephen, Chair, John Byrum, Secretary, Kirsten Waneck, Information Coordinator, Françoise Bourdon, Pilar Dominguez Sanchez, Talbott Huey, Unni Knutsen, Eeva Murtomaa, Bohdana Stoklasova, Eva Tedenmyr.

**Observer:** Maja ⇒umer.

**(Continuation of the Standing Committee's review of the Section's Medium Term Programme and Action Plan.)**

The meeting began with discussion of item 3.1 (to prepare an action plan to follow up findings of the study on "National bibliographic agencies and the book trade" undertaken by Ross Bourne), which had been assigned to T. Huey for follow up. A suggestion to combine a workshop on cooperation between the book trade and national bibliographic agencies with the proposed joint workshop with the Section on National Libraries at the Boston conference in 2001 was discussed. One possibility, that T. Huey contact B. Bell and A. Langballe to integrate the report on their project with this proposed "all-purpose" conference, was initially considered. But, after discussion, the Standing Committee decided that it would be better if the book trade workshop were to be given as a separate presentation at the Glasgow conference in 2002. A working title for the 2002 workshop was established, with the understanding that it would be refined later: "Improving national bibliographies: cooperation with publishers and other parties."

Next attention turned to 3.2. (to develop and test a strategy for enlisting publisher cooperation in providing metadata for electronic resources they produce to assist national bibliographic agencies in preparing entries for these resources). W. Stephan called for volunteers for a Working Group to investigate how best to utilize metadata from publishers to promote bibliographic control. E. Murtomaa, F. Bourdon, P. Dominguez Sanchez, and K. Waneck expressed interest in participating. It was agreed that F. Bourdon would initiate matters by proposing terms of reference for the Working Group for circulation to the Standing Committee.

With regard to 4.2, calling for appointment of a Working Group to investigate "subject gateways" as an emerging technique for producing bibliographies of Internet resources, J. Byrum reported that the Section on Classification and Indexing is prepared to pursue this work as a joint venture with Bibliography, suggesting that this topic be combined with that for action item 5.1, regarding alternative search methods and their relative effectiveness. Their members on the Joint Working Group would comprise Lois Mai Chan, Gerhard Riesthuis, Edward Swanson, and Ia McIlwaine. The task would involve preparing a workshop or pre-conference. The Standing Committee decided to appoint W. Stephan, E. Tedenmyr, F. Bourdon, and Antonia Ida Fontana (director, Italian Central National Library, Florence; e-mail: antonia.ide.fontana@bncf.firenze.sbn.it).

E. Murtomaa has replaced F. Bourdon as the Standing Committee's liaison to the IFLA Task Force on Guidelines for OPAC Displays, which is the subject of action item 5.2.

Discussion turned to 6.1, to investigate development of guidelines to provide selection criteria to assist national bibliographic agencies in deciding which electronic resources to represent in their bibliographies. Reinhard Rinn will be setting up a Working Group, which J. Byrum will join. F. Bourdon suggested this group be in touch with the metadata working group. W. Stephan asked committee members to check to see if any guidelines to assist in selecting

electronic resources for inclusion in national bibliographies had been produced in their countries, and if so to forward them to J. Byrum.

Thanks to F. Bourdon, action item 7.1, proposing a workshop during the 2000 IFLA Conference on the role of bibliography in the curriculum of library and information schools, had been fulfilled. U. Knutsen and E. Murtomaa urged committee members to alert library school professionals and others in respective nations regarding these papers, as they have potential for widespread interest.

Dissemination of the Section's *Newsletter* is the subject of 8.1. W. Stephan apologized for producing only one issue this past year, stating that there had been a change in the publication dates for future newsletters, which hereafter should appear in April/May and October/November. He proposed to adhere to this schedule in the coming year and asked that news be sent to him in timely fashion. F. Bourdon offered to provide a report on the 2000 workshop for the November issue.

Regarding 8.2, the Section's contribution to the Division's open forum, all present agreed that this year's format, whereby several Standing Committee members contributed reports within a general framework provided by the Secretary, had proved effective. The Standing Committee, therefore, decided to replicate the format next year. Concerning publicity of Section activities on IFLANET, K. Waneck the Section's Information Coordinator, reported that IFLA had prepared a statistical report on visits to the various home pages comprising its Web site; she will forward this information to Section members at a later date, but alerted the group that Bibliography's material had been among the more popular pages. As for the Division's brochure, a new edition will be needed next year to reflect outcomes of elections.

Goal 9's action items relate to promoting membership in the Section and increasing broader geographic representation on the Standing Committee. W. Stephan mentioned his efforts to recruit new members from Africa and Latin America. F. Bourdon asked that the current nominating procedure be described in the Section's November newsletter; J. Byrum suggested UBCIM Programme Officer send the Newsletter to her contacts in developing nations.

Discussion concluded with a reminder that the Standing Committee would be expected to craft a new Medium Term Programme next year. Related to this was a later decision to include an action item related to a cooperative project in Germany in the field of folklore.

## **9. Multilingual dictionaries.**

The group was called upon to discuss briefly the need for multilingual dictionaries for use of interpreters. Stefan Ruechel from Humboldt-Universität (Berlin) was reported to have collected words within library information science with the aim of publishing a glossary to be used by IFLA interpreters; in relation to that project, then member Anne H. Langballe submitted some words on behalf of the Section. U. Knutsen wondered as to the result of Ruechel's project. W. Stephan agreed to follow up with him and report to the Standing Committee.

## **10. Global publishing:**

E. Tedenmyr asked the Standing Committee to consider particular problems related to

global publishing in relation to responsibilities of national bibliographic agencies. She noted that in some cases, publishers in one country issue works for distribution primarily in another country – for example, a publication issued in a language other than that or those normally known in nation of origin. The question thus arises, in which national bibliography should these works be included, that of the country in which the publisher is located or that of the nation in which the titles are distributed? K. Waneck noted that in some cases, such as in Denmark, a national bibliography will have a special section devoted to publications in foreign languages. U. Knutsen pointed out that the rule of the ISBN agency is that each nation decides for itself which option to take and can request the cooperation of the other nation involved. It was also noted that legal deposit laws pertain, and that cooperation with the book trade is also involved. W. Stephan felt there was no consistent solution and that national regulations must rule. It was felt that the study to be undertaken by T. Huey should include consideration of these problems.

#### **11. Election of SC members (and officers) 2001-2005 (2003)**

W. Stephan reminded the members of the forthcoming election and the retirement of those whose terms will be completed in 2001, including his and that of the Secretary.

#### **12. Preparations for 2001 IFLA Conference in Boston.**

Members discussed possible papers and speakers for the open forum and concluded that J. Byrum should seek a presentation on the Library of Congress's Electronic CIP (E-CIP) program and also well-known speaker on the topic of "why bibliographic control is still necessary" to rebut such theories as those, for example, which argue that "search engines" obviate the need for traditional cataloguing. Michael Gorman was suggested as a desirable authority to address this topic. W. Stephan will seek a European expert to address the topic of criteria for selection of remote access electronic resources for inclusion in national bibliographies. Rinehart Rinn was proposed as a possibility. Finally, held over for next year is a proposed paper on the 50<sup>th</sup> anniversary of *Canadiana*. W. Stephan will coordinate the open forum.

As for the workshop, J. Byrum agreed to organize a programme to focus on "what makes a good bibliography" and "improving national bibliographies." W. Stephan reported that the Section on National Libraries had agreed to co-sponsor the event, with Marianne Scott and Fernanda Compos as their liaison persons. It was proposed that the workshop lead off with presentations by Barbara Bell and Anne Langballe reporting on aspects of their investigation regarding the status of the ICNBS recommendations as to features of better bibliographies. Particularly pertinent would be how agencies are utilizing the Web for publication of their bibliographies and their effectiveness in doing so. One paper might deal with the recent innovative approach taken by Denmark and Norway to improve their bibliographies through cooperative bench-marking and mutual consultancies. Several Standing Committee members will participate in a regional conference on national bibliographic control to be held in Tallinn this October. It was suggested that this event might provide further input as to topics and speakers to include in the workshop.

It was agreed that H. Talbott would investigate a possible venue where the Standing

Committee members present in Boston might enjoy an early dinner together following the workshop.

### **13. Initial preparations for 2002 IFLA Conference in Glasgow**

The Section will organize a workshop at the Glasgow conference in 2002 on the cooperation between the book trade and national bibliographic agencies with T. Huey's study to be the major focal point. Ute Schwens who is expected to become a new Standing Committee member from the Deutsche Bibliothek may be able to contribute.

As for the open forum, E. Murtooma asked that national archives be included in the program. A paper on the Section's next Medium Term Programme might also be appropriate. A local paper as usual will be invited. Another topic to consider would be subject gateways and alternative search strategies on the Internet in relation to their potential functionality as "bibliographies", based on the findings of the Joint Working Group mentioned above (in relation to action plan items 4.2 and 5.1).

### **14. Review of current Conference**

W. Stephan judged the current conference successful, with many interesting papers and urged members to submit Conference evaluation forms. K. Waneck said she found E. Murtooma's paper on archive-library cooperation especially interesting and encouraged more work on the subject. W. Stephan will report later on a relevant program in Baden-Wurttemberg.

**Adjournment followed.**

#### **Attachments:**

- (1) IFLA Section on Bibliography: Addresses of the Standing Committee Members (Nov. 2000)
- (2) Preliminary Report on a Project on Examining National Bibliographies, Planned by IFLA Standing Committee on Bibliography in 1999 ([July 2000])