



## IFLA Bibliography Section

<http://www.ifla.org/VII/s12/index.htm>

### Minutes of Meetings

#### 2006 IFLA World Library and Information Congress, Seoul, Korea

##### MEETING I, AUGUST 19, 2006

Attendees—Members: D. Whitney Coe (USA, retired); Alexander A. Dzhigo (Russian Book Chamber); Tuula Haapamaki (National Library of Finland); Agneta Holmenmark (National Library of Sweden); Unni Knutsen (Oslo University College); Christian Lupovici (Bibliothèque Nationale de France); Sophie Mazens (Bibliothèque Nationale de France); Francisca Movilla Lopez (Biblioteca Nacional, Spain); Alexandra Teplitskaya (Russian State Library); Regina Varnienne (National Library of Lithuania); Claudia Werner (Deutsche Nationalbibliothek); Beacher Wiggins (Library of Congress, USA); Yukio Yokoyama (National Diet Library, Japan); Yelena D. Zhabko (National Library of Russia); Maja Zumer (University of Ljubljana, Slovenia)

**Attendees—Guests:** Carsten Andersen (Danish Bibliographic Centre); Julianne Beall (Library of Congress); Antonie Gele Fontana (National Library, Florence, Italy); Suzanne Gyeczly (Texas A&M University at Qatar); Patrice Landry (Swiss National Library); Sirje Nilbe (National Library of Estonia); Glenn Patton (OCLC, USA)

The meeting was conducted by the chair, Unni Knutsen. Introductions were made. The agenda for the meeting and the minutes of the Oslo meeting were approved.

Division IV, Bibliographic Control, Coordinating Board report. Unni reviewed reminders, deadlines and other matters stemming from the Coordinating Board. Sections are asked to review their segment of the Division IV Brochure. Unni and Beacher will review Bibliography Section's portion and share suggested changes with the Section members before submitting to Division IV secretary, Judy Kuhagen. (Updated portion is attached.)

**Action:** *Beacher* to review Section's portion and give to Unni. *Unni* to review. *Beacher* to submit to Division IV secretary, Judy Kuhagen, by **September 15, 2006.**

Requests for funds to support projects are due to IFLA Headquarters by November 1, 2006. IFLA Headquarters will be sending a new request form to officers in early September. In order for the Division IV chair, Barbara Tillett, to have sufficient time to review, Sections are to submit to Barbara by October 1. The Section will again seek funds to help defray travel costs of its Working Group on E-National Bibliographies.

**Action:** *Maja Zumer, Unni, and Beacher* to prepare the request when the new forms are received.

Section financial report. Beacher presented the following financial report.

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Administrative funds

Balance of 2005 allotted funds **415 Euros**

(This amount returned to IFLA by previous treasurer, Bohdana Stoklasova on September 26, 2005.)

Amount requested for 2006 **604 Euros**  
 Expenditures **0**

Balance **604 Euros**

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Special project funds

Working Group on Electronic National Bibliographies **2,000.00 Euros**  
 Expenditures in support of travel for 3 WG members **1,583.27 Euros**

Balance **416.73 Euros**

(The balance will be requested for use by the WG, as part of its funding request for 2007.)

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Section programme. Whitney Coe, the programme chair, described plans for the programme. It will be titled “National Bibliographies—the Asian Experience,” and have three speakers. The keynote presentation, by Yeon Kyoung Chung, covers Korea; the second, by Ben Gu, covers China; and the third, by Alexander A. Dzhigo and Alexandra V. Teplitskaya, covers the countries of the Commonwealth of Independent States of Central Asia. A fourth paper, by Yukio Yokoyama, covers Japan, but was submitted too late for the programme; it will be included in an upcoming *Newsletter*. After Whitney’s review, the Section did some brainstorming on how to ensure an active question and answer period at the end of the programme.

Working Group on Electronic National Bibliographies. Maja, the WG chair, presented an update on the work of the WG. The goal is to have a completed draft version ready to share with the Section members by early spring, following the planned WG meeting in Paris in February. A first draft ready for external dissemination is due by the Durban IFLA Congress. Colleagues from Denmark (Carsten Andersen) and Spain (Francisca Movilla Lopez) indicated a keen desire for their respective countries to have copies of the guidelines at the earliest possible time. The WG may be ready to share with them following the Paris meeting. The chair of the Classification & Indexing Section, Patrice Landry, is desirous of his section's collaborating with the WG. Classification & Indexing Section has a WG on Subject Access for National Bibliographic Agencies that is developing guidelines that should mesh well with Bibliography Section's WG's guidelines. Bibliography Section and Classification & Indexing Section will pursue a joint programme for the Durban IFLA Congress, and perhaps, continuing to collaborate in planning for a satellite meeting as part of the Quebec IFLA Congress in 2008.

**Action:** *Patrice Landry* will confer with his section during its Friday, August 25, meeting to determine its interest in collaborating with Bibliography Section. *Unni* will continue to discuss with Bibliography Section at its Friday meeting.

Newsletter. Claudia Werner, the *Newsletter* editor, brought the Section up to date on producing the *Newsletters*. She described the difficulties in continuing to produce a print version—it is expensive, both for the printing and for the postage to mail to 106 members. For the April issue, and for future issues, she will send electronic versions via email to 103 members and print versions to the remaining three members that have not responded to email contact.

Claudia also shared with the Section the suggested limit to size of the various pieces for the *Newsletter*. Longer articles should be no more than 10,000 characters; shorter articles/notices should be no more than 1,500 characters.

October 2006 issue. For this next issue, the due date for submissions for inclusion is September 30, 2006. The following were identified for inclusion:

- Yukio Yokoyama's paper—"Japanese National Bibliography in the Digital Environment"
- Whitney's summary of the Section programme
- Notice: "Series at the Library of Congress"
- Alexandra Teplitskaya's article on legal deposit, "Current Bibliographic Control in Russia"
- Institutional changes at the national bibliographic agencies—Finland and Germany
- Condensed version of the minutes of the WG meeting in Vilnius

**Action:** *Beacher* to send Claudia an electronic version of the series notice; *Alexandra* to send Claudia an electronic version of her article on legal deposit; *Whitney* to send Claudia a summary statement on the Section's programme; *Tuula Haapamaki* to send Claudia a short statement on the change of name and authority for the National Library of Finland; *Claudia* to prepare a short statement on the change of name and authority for Deutsche Nationalbibliothek.

Spring 2007 issue. For this issue, the due date for submissions for inclusion is March 31, 2007. The following were identified for inclusion:

- Amadou Sidebe's paper—"African National Bibliographies," in a condensed version
- Zahra Haddad's paper—"National Bibliography of Iran in CD-ROM," in a revised version
- Pakistani paper, based in the National Library of Pakistan's response to the Asian survey
- Condensed version of the minutes of the planned WG meeting to be held in Paris in February

**Action:** *Beacher* to prepare a condensed version of the Sidebe paper and send to Claudia; *Beacher* to prepare a revised version (if the author permits) of the Haddad paper and send to Claudia; *Unni* to contact the Pakistani respondent to get an article and submit to Claudia; *Beacher* to prepare a condensed version of the WG's Paris meeting minutes.

**Action:** *Claudia* to email Section members seeking articles/notices for a "contributions from the membership" corner in the Newsletter.

Durban programme. The Section will explore collaborating with the Classification & Indexing Section to have a combined four hour programme—two hours for the WG's Guidelines; one hour for Classification & Indexing's programme on subject access for African users; and one hour for Bibliography Section's programme on African national bibliographies.

## **MEETING II, AUGUST 25, 2006**

**Attendees—Members:** D. Whitney Coe (USA, retired); Alexander A. Dzhigo (Russian Book Chamber); Tuula Haapamaki (National Library of Finland); Agneta Holmenmark (National Library of Sweden); Unni Knutsen (Oslo University College); Christian Lupovici (Bibliothèque Nationale de France); Francisca Movilla Lopez (Biblioteca Nacional, Spain); Alexandra Teplitskaya (Russian State Library); Regina Varnienne (National Library of Lithuania); Claudia Werner (Deutsche Nationalbibliothek); Beacher Wiggins (Library of Congress, USA); Yukio Yokoyama (National Diet Library, Japan); Yelena D. Zhabko (National Library of Russia); Maja Zumer (University of Ljubljana, Slovenia)

**Attendees—Guests:** Carsten Andersen (Danish Bibliographic Centre); Julianne Beall (Library of Congress); Dorothy McGarry (University of California, Los Angeles, USA); Glenn Patton (OCLC, USA); Patricia Thurston (Yale University, USA); Barbara Tillett (Library of Congress)

Section's Durban programme. Plans were set for the programme in Durban. Maja, Unni, and Beacher were tapped to coordinate the programme. As noted during the August 19 meeting, the Section will share its programme with the Classification & Indexing Section. The time will be divided as follows:

- One hour for the Section's programme, focusing on African national bibliographies
- One hour for the Classification & Indexing Section's programme, focusing on subject access for African users
- Two hours for a combined focus on the WG's Guidelines for E-national bibliographies

In addition, the chair of the WG is expected to participate in a larger IFLA sponsored session that will unveil/publicize several IFLA publications. She will have approximately thirty minutes to provide an overview of the guidelines at this special session.

For the Section's one hour segment of the programme, the Sidibe paper, "African National Bibliographies." will be the keynote paper. An additional paper on South African national bibliography will be sought. If a paper on South African national bibliography is not possible, the Section will pursue a paper on national bibliography in Namibia.

[Subsequent to the meeting, the Classification & Indexing Section determined that it wanted more than one hour for its programme. In consultation with Division IV chair, Classification & Indexing will submit a request for an additional two hours for the Guidelines session. Patrice Landry will be in touch with Unni and Beacher on the outcome of the request and its impact on plans for the Durban combined programme.]

[In another turn of events subsequent to the meeting, the Classification & Indexing Section determined that it cannot collaborate with the Section in its plans for a satellite meeting during the Quebec IFLA Congress. Classification & Indexing Section will be engaged in the ISKO Conference that will also be meeting at the same time as the Quebec IFLA Congress. As an alternative, Classification & Indexing proposes that the satellite meeting be postponed until the 2009 IFLA Congress in Italy. One of Classification & Indexing Section's members from Florence, Italy, suggests that the satellite meeting be held in Florence. Bibliography Section will need to make a decision regarding this proposed change.]

Survey. It was determined that, in keeping with past practice, the Section will conduct a survey of African national bibliographic agencies in preparation of the Durban programme. Unni and Christian Lupovici agreed to co-lead the survey effort. It was recognized that because of the array of languages in Africa, the survey should be issued in English, Arabic, French, and Portuguese.

**Action:** *Beacher* to contact the Section's corresponding member for possible suggestions on a person to provide the South African national bibliography paper; *Tuulai* to contact someone in Namibia, if the South Africa person falls through; *Beacher* to work with Barbara Tillett on assistance with the Arabic translation and language assistance; *Unni and Christian* to begin working on the survey in the fall.

National Libraries Section collaboration. Ingrid Parent, chair of National Libraries Section, joined the meeting briefly to hear about Bibliography Section's plans in developing E-national bibliography guidelines. Ingrid will explore a National Libraries Section member's joining the WG on E-national Bibliography Guidelines, perhaps for the planned Paris meeting. Ingrid will also consult with her section about joining Bibliography Section as part of the joint programme for Durban. She will consult her section on collaborating with the proposed satellite program in Quebec.

WG on E-national Bibliographies update. The WG chair reviewed the status of the WG's efforts, as confirmed following the WG's August 19 dinner meeting. It was reiterated that the Cataloguing chapter of the Guidelines should be reviewed by the Cataloguing Section. (See above, under this topic for meeting I minutes.) This discussion focused primarily on plans for a satellite meeting as part of the Quebec IFLA Congress. The satellite meeting will have a theme such as "Practical Applications of National Bibliographies in the Digital Era." The exact title is still to be determined. It is viewed as being a one to two day event, with keynote presentations and breakout sessions. There may be a call for papers. There may be a presentation by a national bibliographic agency that has tested the Guidelines.

**Action:** The *WG* to determine the deadline for applying to convene a satellite meeting; identify and gain corporate sponsors to help defray costs, and address other administrative requirements.

Evaluation of Seoul IFLA Congress. Overall assessment of this IFLA Congress was very high. It was efficiently run, with superb cultural and social events. Some complaints registered include: pre-tours ending after the business meetings begin and post tours beginning before the business meetings end; lack of water in meeting rooms; and lack of sufficient meeting spaces between meetings.

Evaluation of Section's programme. Consensus was that the presentations were of a high level and that the programme was a success. Attendance totalled approximately 270. The papers merit being published. Dr.Chung's paper was assessed to be worthy of being nominated for publication in *IFLA Journal*; Alexander Dzhigo's and Alexandra

Teplitskaya's paper was deemed worthy of being published in *International Cataloguing & Bibliographic Control*. The Section was advised that it should be encouraging the publication of papers presented at its programme's in journals beyond IFLA's, after IFLA is given first right of refusal.

**Action:** *Beacher* will submit these two recommendations to the Division IV Coordinating Board. *Whitney* will alert Dr. Chung to reduce her paper to fourteen or fifteen pages for publication, by mid-September

Section's Strategic Plan. *Beacher* walked the Section through an update of the Strategic Plan that incorporated accomplishments achieved in 2006. It was agreed that the updates would be accepted.

**Action:** *Beacher* will submit the update to IFLA Headquarters by September 1. He will share the update with the Section.

IFLA Strategic Plan. The Section was comfortable with the latest version of IFLA's Strategic Plan and will not submit any comments.

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#### **Appendix: Bibliography Section Update for Division IV Brochure**

Established in 1965, the Bibliography Section promotes the development and use of bibliographic listing for all types of documents, within the framework of Universal Bibliographic Control.

The Bibliography Section acts as a forum for the discussion of all questions concerning: the history, scope, and organization of bibliographies (national and international, current and retrospective, general and specialized); the study of information retrieval methods; the improvement of access to bibliographic information for the user by establishing ad hoc recommendations. The Section is particularly concerned with the development of new technologies and with the needs of countries developing their own national bibliographic systems.

The Section's recent and current projects include: extending the provision of Universal Bibliographic Control by advocating and promoting national bibliographies; improving quality and consistency of bibliographic control; developing guidelines, with examples and references, to help national bibliographic agencies start or improve bibliographic services; developing guidelines for publishing bibliographies in electronic form; developing guidelines for selection criteria to assist national bibliographic agencies in making decisions on the inclusion and presentation of remote electronic resources in national bibliographies; and monitoring the relationship between national bibliographic agencies and the publishing industry to promote closer cooperation in producing national bibliographic information.

The Section played a leading role in organizing the 1998 International Conference on National Bibliographic Services, in Copenhagen, and has disseminated the recommendations of the ICNBS to national bibliographic agencies to encourage implementation of the recommendations. Starting with the Buenos Aires IFLA World Library and Information Congress, the Section has been surveying national bibliographic agencies in countries in the area of the world in which each IFLA Congress is held to determine the production methods of their national bibliographies, the inclusion of electronic resources, and the status of legal deposit.