



IFLA CATALOGUING SECTION

Strategic Plan, 2004-2005 (updated Aug. 2004)

Mission

The Cataloguing Section of IFLA is the leader of international developments in cataloguing theory, activities, and standards development. The Section analyzes the functions of cataloguing activities for all types of materials and media, including both bibliographic and authority information, for the benefit of all users. The Section proposes and develops cataloguing rules, guidelines, and standards for bibliographic information, taking into account the developing electronic and networked environment in order to promote universal access to and exchange of bibliographic and authority information.

The Section also provides leadership in the development of various standards and guidelines related to bibliographic activities, such as corporate name headings, authority entries, OPAC

Goals

1. Promote the development of an international cataloguing code for bibliographic description and access.

*(Professional priorities: (f) Promoting resource sharing; (h) Developing library professionals
(i) Promoting standards, guidelines and best practice)*

Actions

- 1.1 Plan and conduct additional sessions of IME ICC (International Meeting of Experts for an International Cataloguing Code), as the first stage towards an international cataloguing code for bibliographic description and access, taking into account subject cataloguing as relevant. Collaborate with the Bibliography Section and the Classification and Indexing section as appropriate

1.2 Share the draft statement from the 2003 conference with other IFLA sections, especially Classification and Indexing and Bibliography.

1.3 Publish report of the 2003 meeting

2. Promote the Functional Requirements for Bibliographic Records (FRBR) study and its recommendations, and take follow-up actions to develop new descriptive standards and standards for access points, and to develop a new approach to the bibliographic universe.

(Professional priorities: (f) Promoting resource sharing; (h) Developing library professionals (i) Promoting standards, guidelines and best practice)

Actions

2.1 Liaise with rule-makers, particularly IME ICC (International Meeting of Experts for an International Cataloguing Code), in order to have the main principles of FRBR reflected in cataloguing codes, and with other IFLA units and other relevant groups, in order to assure widespread awareness of and use of FRBR.

2.2 Identify and assist in resolving conflicting operational definitions and application of the FRBR model.

2.3 Explore provision of practical guidance and documented practices for using FRBR.

2.4 Continue representation on the IFLA Working Group on Functional Requirements and Numbering for Authority Records (FRANAR), that expands FRBR to authorities.

2.5 Maintain the FRBR model and expand the modeling effort in order to cover all kinds of resources, all kinds of access points available for queries in a majority of library catalogues (including subject queries and queries based on classification schemes), and note generally all functions expected from library catalogues.

2.6 Promote the training and teaching of the FRBR principles through clear examples and recommendations.

2.7 Strive to ensure consistency with communities that are developing and maintaining international standard identifiers.

2.8 Promote dialogue with other information organizing communities that have developed or are developing conceptual models.

3. Provide new and updated ISBDs as necessary.

(Professional priorities: (f) Promoting resource sharing; (i) Promoting standards, guidelines and best practice)

Actions

- 3.1 Promote the ISBDs as metadata content schemes.
- 3.2 Continue publishing the ISBDs on the IFLANET for worldwide access.
- 3.3 Complete ISBD(CM) in collaboration with the IFLA Geography and Map Libraries Section during 2004.
- 3.4 Continue work of the ISBD Review Group to analyze and review existing ISBDs, especially for Non-Book Materials, Antiquarian Materials, Electronic Resources, and Printed Music, to include changes recommended within the framework of the FRBR, as well as suggestions from the Working Groups on the Use of Metadata Schemes and OPAC Display Guidelines.
- 3.5 Provide leadership in encouraging harmonization of existing cataloguing rules with the ISBDs through communication with the IME ICC and rule making bodies internationally.
- 3.6 Conclude work of the ISBD Review Group on a recommended policy for application of the ISBDs where material involves the use of more than one ISBD (e.g., for materials having multiple aspects, such as seriality issues, electronic, cartographic material, etc.)
- 3.7 Continue the work of the ISBD Review Group to analyze the benefits of a single integrated ISBD, including monitoring the proposals from the AACR community for a single Part 1 on description arranged by ISBD areas.
- 3.8 Analyze and recommend an approach for harmonizing treatment of series statements in the ISBDs by 2004.
- 3.9 Identify and investigate issues related to formulation and use of material designators in bibliographic records toward the development of a policy recommendation.
- 3.10 Develop procedures and priorities for streamlining and handling the ISBD Review Group's growing workload.
- 3.11 Study and act upon recommendations of the IME ICC working groups related to bibliographic description.

4. Provide leadership in defining cataloguing processes, the role of cataloguing activities and the cataloguer in particular in the context of digital publishing and develop guidelines for organizing the expanding amount of digital resources.

(Professional priorities: (f) Promoting resource sharing; (i) Promoting standards, guidelines and best practice); (k) Representing libraries in the technological marketplace)

Actions

- 4.1 The Working Group on the Use of Metadata Schemes will issue for world wide review recommended guidelines for use of metadata by libraries in close collaboration with the makers of various metadata standards, such as Dublin Core, EAD, METS, etc.
- 4.2 Disseminate and promote the recommendations concerning metadata structures and schemas that libraries may adopt in undertaking projects to collect and organize electronic resources.
- 4.3 Promote common approaches to the creation and exchange of metadata by creators, authors and publishers of all kinds of electronic information resources.
- 4.4 Identify the market (e.g., developers and users of ONIX, Dublin Core, creators of portals and subject gateways, the information industry, etc.) and devise strategies to promote bibliographic standards to that market through the appropriate working groups of the section.

5. Develop additional approaches, standards, rules, and lists for information that provide access to bibliographic and authority data in all languages.

(Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (i) Promoting standards, guidelines and best practice)

Actions

- 5.1 Complete publication of Anonymous Classics, Part I, European Literature. The Working Group on Anonymous Classics will develop a schedule for completion of Part 2, Latin America, Part 3, Africa, and Part 4, Asia, and assure its timely completion before the end of 2003 for part 1 and before 2007 for the remaining parts.
- 5.2 Monitor Unicode activities and keep the Section members informed of new developments via the Section Newsletter in order to promote this scheme for multilingual access to bibliographic information.
- 5.3 Develop a Web-based Multilingual Dictionary of Cataloguing Terms and Concepts to facilitate future discussions in the international cataloguing environment, including work towards an international cataloguing code.
- 5.4 Explore the creation of a virtual international authority file and test prototypes of a virtual International Authority File.

5.5 Investigate the possibility to post *Names of Persons* (1996) on IFLANET as the first step towards a world wide review. Invite comments, additions, and updates world wide. Evaluate the result with a view to a continuously updated Web resource.

6. Review and develop the search and display interface standards to make cataloguing information more accessible to the end user in cooperation with other technical communities.

(Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (i) Promoting standards, guidelines and best practice); (k) Representing libraries in the technological marketplace)

Actions

6.1 Complete the study of OPAC Displays and provide Guidelines by 2004.

7. Explore opportunities for distance learning of cataloguing activities especially for developing countries.

(Professional priorities: (c) Promoting literacy and reading; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practice)

Actions

7.1 Provide seminars through Goal 1 activities and with other bodies sponsoring satellite meetings and work and gain advice from members of the Section involved with education and learning activities. Work with the Classification and Indexing and the Bibliography sections to develop a virtual clearinghouse for cataloguing guidelines and tools.

7.2 Continue the reciprocation with Saur publishers to assure all of the ISBDs and Section Guidelines and Reports are available on IFLANET.

7.3 Continue to promote the standards and teaching of cataloguing developments around the world via documents from Standing Committee groups and SCAT News.

8. Provide information about the work of the Section and Standing Committee.

(Professional priorities: (a) Supporting the role of libraries in society); (d) Providing unrestricted access to information; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practice)

Actions

8.1 Assure distribution of all relevant documents to all Section members.

8.2 Continue communication of Section and Standing Committee activities through SCATNews, the Open Programme of the Section, journal articles, IFLANET, etc.

9.Promote membership in the Section, emphasizing a broader geographic representation on the Standing Committee.

(Professional priorities: (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practice)

Actions

9.1 Involve more representatives from existing institutional members (including sending a letter to all institutional members encouraging participation on the various Working Groups).

Section History:

Founded 1935 as the Committee on Uniform Cataloguing Rules

1970 became the Committee on Cataloguing

1976 became the Standing Committee of the Section on Cataloguing

2002 became the Standing Committee of the Cataloguing Section

Activities:

(From the Division of Bibliographic Control brochure)

The Section develops and maintains the various International Standard Bibliographic Descriptions (ISBDs). These standards have been accepted throughout the world and are used directly as cataloguing rules in a number of countries, and in others, they form the basis for national cataloguing codes.

A major project that was completed by UBCIM with the Section in 1997 was the Study on Functional Requirements for Bibliographic Records, which delineates the full range of functions performed by the bibliographic record, and proposes a basic bibliographic record to be used by national bibliographic agencies. Follow-up studies are being undertaken by the Section as well as by various user communities to assess and implement the recommendations of the Functional Requirements Study.

In the digital age, the Section is working to ensure that there are appropriate bibliographic guidelines for organizing the expanding amount of digital resources, as well as exploring opportunities for distance learning of cataloguing activities.

 **Cataloguing Section:** <http://www.ifla.org/VII/s13/index.htm>