



**INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND  
INSTITUTIONS**  
**DIVISION OF BIBLIOGRAPHIC CONTROL**  
**SECTION ON CLASSIFICATION AND INDEXING**  
**Standing Committee**

**Meeting Minutes**

**66th IFLA General Conference  
Jerusalem**

**First Meeting**

**Saturday, 2000 August 12, 08:30-11:20**

**Room 309, International Convention Centre**

Members Present:	Jon Anjer; Lois Mai Chan; Friedrich Geißelmann; Magda Heiner-Freiling; Pia Leth; Ia C. McIlwaine (Chair); Max Naudi; Jesús Jiménez Pelayo; Gerhard J.A. Riesthuis; Edward Swanson (Secretary/ Treasurer); Júlio Vaz; and Pisayada Vidanapathirana
Regrets:	Michel Fournier; Adriana Király; Elisabet Lindkvist Michailaki; Marcia Lei Zeng; and Marie-France Plassard (UBCIM Programme).
Members Absent:	Marje Aasmets; Marie-Martine Tomitch; and Irina Tsvetkova
Also in	Julianne Beall (United States); Sally Crosby

Attendance: (United States); Dorothy McGarry (United States); Joan Mitchell (United States); Barbara Tillett (United States); and Ekaterina Zaitseva (Russian Federation).

**1. Welcome and Introduction of Standing Committee Members and Observers**

The meeting was called to order at 08:37 by the Chair, Ia McIlwaine, who welcomed the members and guests.

She mentioned the fact that to hold the proposed social event for the Division would cost USD 10.00 per person, a very large sum. She asked the Standing Committee for their thoughts about this. The Standing Committee felt that it would be sufficient just to have a get-together without refreshments following the Open Forum on Monday.

**2. Minutes of the Bangkok Conference, 1999**

Lois Mai Chan noted the misspelling of "MACS" in item 9. There were no other corrections.

**3. Matters arising not mentioned elsewhere on the agenda**

The Chair noted the uncertainty of the status of the printed version of the proceedings of the International Conference on National Bibliographic Services in Copenhagen in 1998.

Lois Chan noted that the paper she, Xia Lin, and Marcia Zeng presented in Bangkok was published in the *IFLA Journal*. The Chair noted that the paper given by Edward H.T. Lim was published in *International Cataloguing and Bibliographic Control*.

Because costs similar to those charged in Israel for the reception will probably be charged in Boston, it was suggested that maybe something could be done off-site.

**4. Financial report**

Edward Swanson, Secretary/Treasurer, distributed two financial reports, one covering the calendar year 1999 and one covering the period 2000 January 1-August 12. At the end of 1999 there was a balance on hand of USD 256.28, the same amount as reported at the Bangkok conference. A distribution of USD 550.85 (NLG 1232) in administrative funds was made for 2000. Thus far USD 90.60 has been expended for printing and mailing the 1999 November *Newsletter*, leaving a balance of USD 716.53. Still to be paid this year are the printing and mailing of the 2000 issues of the *Newsletter*.

**5. Section developments since the last meeting**

Ia McIlwaine and Edward Swanson attended the Division IV Coordinating Board meeting in London in April.

The Section on Bibliography suggested the establishment with the Section on Classification and Indexing of a joint Working Group on Alternative Search Methods and their effectiveness. Lois Mai Chan and Gerhard Riesthuis expressed interest in serving on this working group.

The Section on Cataloguing has established a working group on cataloguing terminology. Ia McIlwaine, Gerhard Riesthuis, and Pisayada Vidanapathirana expressed interest in working with this group.

## 6. **Report from the Division Coordinating Board**

Despite the announcement that there would be no registration today, the registration desk indeed is open. There also is limited catering available for sandwiches and drinks.

Members of IFLA (i.e., members of IFLA national associations such as the American Library Association and the Library Association) will be granted a USD 50.00 discount on registration at the conferences in Boston and Glasgow.

Planning for programmes and workshops is being tightened up. Much more information will have to be supplied to IFLA headquarters earlier than previously. The deadline for presenting abstracts is going to be November 15. This means that we will need to be much better organized in planning. The Professional Board will decide on workshops for Boston at the December meeting. Our Section will not be holding a workshop in 2001, but if we want one in 2002 we need to get started thinking about it at this meeting. The satellite meeting on "Subject Retrieval in a Networked World" was approved by the Professional Board. There will be five other satellite meetings to the Boston conference.

A prize is being given for the best section newsletter. Guidelines are being developed for publishing newsletters. It was suggested that the timing of newsletters be (1) following the conference to give a wrap-up and (2) in the spring (e.g., April) to get people enthused about the coming conference. This does not jibe with our present schedule. The Chair asked for a volunteer to take over the duties of editing the *Newsletter*.

The Johnson paper relating to the quality of conference papers was mentioned. It is "terribly unrealistic", stated the Chair, and the Committee concurred in that opinion. The Chair will report back at the Friday meeting on the results of further discussion on the proposal this week.

The paper on professional priorities was deferred to Friday's meeting.

The Chair mentioned the uncertainties relating to the future of the UBCIM Core Programme and office, as well as the future of UNIMARC. It was suggested that it would be helpful for people to write letters in support of the programme.

The still is about USD 35,000 available that can be allotted for this year's programmes.

The Chair mentioned the ideas about student participation in the conferences. The Standing Committee did not place a high priority on this. The revised statutes also were mentioned and voting members were encouraged to make sure they vote and also attend the extraordinary Council meeting on Friday.

The question about the future of Division VIII will be discussed at the first Council meeting. Marjorie Bloss will conduct two open sessions on the topic. It looks as if the division will not be abolished.

7. **Final report of Working Group on State of the Art Survey of Subject Headings**  
(Agenda item 8)

Magda Heiner-Freiling, chair, gave a brief overview of the work of the group. The final results were contributed to Alva Stone, guest editor of a special issue of *Cataloging and Classification Quarterly* devoted to subject headings. At this point it is not certain when (or if) it will be published. If it does not appear in *CCQ*, it probably could be published in *Knowledge Organization*.

There was strong feeling that the people in the various countries who participated during the survey form a very helpful list of contacts for our Section for the future.

8. **Jerusalem programme**

Three speakers have been lined up for the Section's Open Programme: "A draft version of a consolidated thesaurus for the rapidly growing field of alternative medicine", by Mosche Yitzhaki and Tzipi Shaha; "A new classification for the literature of religion", by Vanda Broughton; and, "Multilingual and multi-script subject access: the case of Israel", by Elhanan Adler.

The Division's Open Forum will include reports from the three Section chairs and a report on the state of bibliographic control in the Middle East by Rochelle Kedar.

The Section's workshop is on the theme "Crosswalks between languages, cultures, religions in classification and indexing" and includes three papers: "Cross concordances classification and thesauri", by Friedrich Geißelmann; "Classification of religion in LCC", by Yolande Goldberg; and, "The MACS Project: multilingual access to subject headings", by Patrice Landry. All of the papers are available in all five of the IFLA official languages.

The editors of four major classification schemes--Bliss, DDC, LCC, and UDC--are present and will be available to answer questions.

The Working Group on Guidelines for the Establishment and Development of Multilingual Thesauri will meet on Monday at 14:00 in Room 315.

**9. Plans for Boston 2001 and the satellite meeting**

The committee planning the satellite meeting for 2001 will meet on Wednesday at 11:00 in Room 315.

Thus far there have been two responses to the initial call for papers. The committee would like suggestions for a keynote speaker and for someone to summarize the meeting. They also would like ideas where to publicize the meeting.

The decision was made in Bangkok to develop the Section's Open Programme around the theme of teaching classification. It was suggested that Pat Oyler might be invited to talk on her experiences teaching in Vietnam. Speakers from Croatia, Germany, and South America also were suggested. Anyone who has suggestions should let the Chair know as soon as possible. "Education and knowledge organization" was proposed as the theme.

New officers of the Section will need to be elected at the Boston conference. Proposals for Chair and Secretary should be sent to the Chair by August 1.

**10. Plans for Glasgow, 2002**

Suggestions for topics for the Section's Open Programme included: multilingual thesauri and classifications; a follow-up to the satellite meeting; concordances of classifications; and the use of the DDC at the British Library. A possible theme is "The compatibility of indexing languages".

A proposal had been received from Gordon Dunsmire about the possibility of having a meeting jointly sponsored by the Library Association Cataloguing Interest Group. The topic suggested was "Cataloguing and information retrieval in the wider world: interoperability in networked catalogues". This would involve information on the CAIRNS, SCONE, and HILT projects involving networking disparate catalogues and indexes of libraries, museums, and archive collections in Scotland. The Standing Committee considered this a possibility for an all-day workshop. It also might involve multilingual and multi-script topics.

**11. Section's work plan, 1999-2003, and discussion of future directions/projects**

The Chair reminded the Standing Committee that it is time to begin thinking about the Section's Medium-Term Programme for 2001-2005, as well as the work plan for 2001-2003 and a review of the work plan for 1999-2001. This will be discussed further.

**12. Working Group on OPAC Displays report**

Dorothy McGarry, chair of the Working Group, reported that there are three versions of the report--a long version, a shorter one, and a four-page discussion of proposed directions. The Working Group will need to decide at its meeting this week which direction it wants to go. There may be a meeting in the autumn, depending upon how the discussion at this meeting goes. There are two ways to look at the guidelines: based on what is or based on what is going to come. The main problem is the clash between the two.

**13. Working Group on Thesaurus Guidelines report**

This was deferred until the Friday meeting.

**14. Working Group on Subject Access to Web Sites and Digital Libraries**

Marcia Zeng, chair of the Working Group, submitted a written report. A proposed questionnaire for gathering information was distributed. Standing Committee members were asked to look at this and make any suggestions for changes at the Friday meeting. Once the questionnaire has been developed, work will begin on gathering the data.

**15. Adjournment**

The meeting was adjourned at 11:05 to reconvene on Friday, August 18.

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**Second Meeting**

**Friday, 2000 August 18, 10:30-12:15**

**Room 309, International Convention Centre**

Members Present: Marje Aasmets; Jon Anjer; Lois Mai Chan; Friedrich Geißelmann; Magda Heiner-Freiling; Pia Leth; Ia C. McIlwaine (Chair); Max Naudi; Jesús Jiménez Pelayo; Gerhard J.A. Riesthuis; Edward Swanson (Secretary/ Treasurer); Júlio Vaz; and Pisayada Vidanapathirana.

Regrets: Michel Fournier; Adriana Király; Elisabet Lindkvist Michailaki; Marcia Lei Zeng; and Marie-France Plassard (UBCIM Programme).

Members Absent: Marie-Martine Tomitch and Irina Tsvetkova.

Also in Attendance: Julianne Beall (United States); Vanda Broughton (United Kingdom); Maria Cruzeiro (Portugal); Antonia Fontana (Italy); Rita Lamote (Belgium); Dorothy McGarry (United

States); Joan Mitchell (United States); Eeva Murtomaa (Finland);  
Monica Sax (Sweden); Nancy Williamson (Canada); Chaim Zins  
(Israel)

15. **Call to order**

The meeting was called to order at 10:30 by the Chair, Ia McIlwaine.

16. **Future Conferences** (Agenda item 8.2)

The theme for the Section's Open Programme in Boston will be "Education for Knowledge Organization". The Chair had spoken to Pat Oyler from Simmons College, Boston, who agreed to be one of the speakers. The others to be confirmed include possibly someone from Croatia, possibly someone from South America or Mexico, and possibly someone from Germany.

The planning committee for the Satellite Conference met on Wednesday and made preliminary plans. The maximum attendance was set at 150. A potential keynote speaker and someone to give the wrap-up have been identified and will be invited. Registration fees were set at \$250 prior to June 15 and \$300 for registrations received after June 15 and before July 15 which will be the cutoff date. Publicity will go out in late October.

For the conference in 2002 in Glasgow, the theme of the Section's Open Programme will be "Compatibility and Integration in Subject Retrieval", with probably four speakers. Also in Glasgow will be a full-day workshop entitled "Libraries for Life: Democracy, Delivery, Diversity". This will focus on problems common to libraries, archives, and museums.

The paper prepared by Ian Johnson relating to conference programmes was discussed. The Professional Board had discussed it. The main focus was on having a different approach for workshops from open sessions. Some indicated that they didn't want the full papers posted to IFLANET before the conference, that only abstracts should be posted. A more positive line will be taken towards groups not doing programs.

17. **Working Group on OPAC Displays report** (Continued) (Agenda item 12)

Dorothy McGarry, Chair of the Working Group, reported on its meeting held on Sunday. They focussed on a medium-sized draft based on an outline Gerhard Riesthuis and two others had worked on. A revised draft is planned by the end of September. The group will meet in Amsterdam October 26-28. They hope to get the report approved early next year. Friedrich Geißelmann noted that the medium-sized draft was much clearer than the earlier one.

18. **Working Group on Thesaurus Guidelines report** (Agenda item 13)

Gerhard Riesthuis, Chair of the Working Group, reported on its meeting held on Monday. The Working Group spent much of the meeting in a brainstorming session to come up with the scope of their document. The current guidelines are about 25 years old and deal only with new thesauri. Some of the problems identified include those of making a thesaurus from scratch, dealing with translations, mapping, and harmonizing (i.e., making a single thesaurus out of several). They also discussed some problems of equivalence.

The Working Group discussed the possibility of meeting in Frankfurt during the second half of January for one day. We will know about the possibility of funding by the beginning of December.

**19. Working Group on Subject Access to Web Sites and Digital Libraries report**  
(Continued) (Agenda item 14)

Committee members were asked to submit any comments they have on the form distributed at the Saturday meeting directly to the Chair of the Working Group, Marcia Zeng.

**20. Discussion of Division's Open Forum and Section's Open Programme and Workshop** (Agenda item 15)

The Chair began by thanking Magda Heiner-Freiling and Max Naudi for a most successful workshop. The papers will be posted to IFLANET. The suggestion was made to make sure that at least one of Yolanda Goldberg's papers is posted.

In terms of which papers to offer for publication, it was suggested that Vanda Broughton's paper be offered to *ICBC* and that Elhanan Adler's paper be offered to the *IFLA Journal*. It was decided that it would not be easy to publish the workshop papers as a monograph.

In comments about the Division Open Forum, it was noted that the Section on Bibliography's report was well done.

Attendance figures were: Open Forum, 92; Open Programme, 88; Workshop, 55.

**21. IFLA Matters** (Agenda item 16)

Changes will be made to the version of "IFLA's Professional Priorities" that was distributed to the Standing Committee members. First, these may become "objectives" instead of "priorities", because it was felt that "priorities" suggested a listing in order from most important to least important. All of them are of nearly equal importance. A preamble will be added stating that they apply to all sections. The fact will be stated explicitly that information technology applies throughout the developing world.

The document will be drafted into better English, using shorter sentences, so that it can be translated more easily. Comments and amendments should be sent to the Chair of the Section by September 1; these are due to Ralph Manning by September 15.

22. **Evaluation of Jerusalem Conference** (Agenda item 16)

The major negative point made was that the rooms for committee meetings were too small. Other negatives included that acoustics at times were poor and that there were technical problems (to counteract which it was pointed out that there were technicians available all the time).

Positive points included that the lecture at the opening session was “absolutely outstanding” and that it was “great to have the reception at the Israel Museum”. The general level of papers was considered to be good.

23. **Unfinished business from first meeting** (Agenda item 17)

There was none.

24. **International developments in classification and indexing** Agenda item [14A])

Reports were given from Norway, France, Portugal, Estonia, Spain, the Netherlands, Germany, Sweden, Sri Lanka, the United States, and the United Kingdom. Members not reporting orally were asked to submit written reports. Reports also were given on the Universal Decimal Classification and the Dewey Decimal Classification.

These reports will be published in the next issue of the Section’s *Newsletter*.

25. **New business** (Agenda item 18)

The Chair reminded members that 2001 will be an election year. Friedrich Geißelmann, Magda Heiner-Freiling, and Gerhard Riesthuis will be completing their second terms on the Standing Committee and therefore are not eligible for re-election. Marje Aasmets, Jon Anjer, Lois Mai Chan, Michel Fournier, Pia Leth, Elisabet Lindkvist Michailaki; Max Naudi, Irina Tsvetkova, Júlio Vaz, and Marcia Lei Zeng are completing their first terms and are eligible for re-election. There also is one vacancy at present.

The Chair also reminded the members that a new Chair and Secretary/Treasurer will be elected at the meeting in 2001. She asked that nominations be submitted in writing no later than August 1.

Pia Leth agreed to serve as editor of the Section’s *Newsletter*.

26. **Adjournment** (Agenda item 19)

The Chair thanked the members of the Standing Committee for their work during the conference and adjourned the meeting at 12:20.

**Edward Swanson**  
**Secretary/Treasurer**