MINUTES OF OCTOBER 2018 MEETING

RDA Steering Committee

McGill Humanities and Social Sciences Library
Montréal, Québec, Canada
22-26 October 2018

[Note: Does not include content of Executive Sessions]

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Reports to the RDA Steering Committee presented at this meeting are posted separately on the RSC website at http://www.rda-rsc.org/sites/all/files/RSC-Reports-2.pdf

Minutes of the fourth meeting of the RDA Steering Committee, held in the McGill Social Sciences and Humanities Library in Montréal, Québec, Canada on 22-26 October 2018.

Present: Linda Barnhart, RSC Secretary
Renate Behrens, EURIG representative
Thomas Brenndorfer, NARDAC representative
Ahava Cohen, Back-up representative for EURIG
Gordon Dunsire, RSC Chair
Kathy Glennan, RSC Chair-Elect, co-opted member
James Hennelly, Director, ALA Digital Reference
Kate James, RDA Examples Editor and back-up representative for NARDAC
Ebe Kartus, Wider Community Engagement Officer
William Leonard, co-opted member
Chris Oliver, RDA Board
Daniel Paradis, RDA Translations Team Liaison Officer
Melissa Parent, ORDAC representative (regular representative unable to attend)

Observers at the public sessions:

Dominique Bourassa, Yale University
Emma Cross, Carleton University
Robin Desmeules, McGill University
Rose Le Faive, University of Prince Edward Island
Deborah J. Leslie, Folger Shakespeare Library
Nathalie Mainville, Library and Archives Canada
Pat Riva, Concordia University

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Executive Session

125   Orientation to new Toolkit (continued)

Public Session

126   MARC 21 enhancements to new Toolkit

126.1   Gordon Dunsire, RSC Chair, welcomed the observers to the first public session.

126.2   Dunsire provided some background and described recent and proposed enhancements to the MARC 21 mappings in the beta site. The briefing paper "MARC 21 mappings in RDA Toolkit" is provided in the public Appendix. Spreadsheets provide separate mappings for bibliographic and authority data. The mappings are being actively worked on but are incomplete. Efforts have been focused on the (former) RDA appendices but understandably not on the new elements.

126.3   The mappings will tell a cataloguer where to encode the RDA element in MARC 21, but not the reverse. The tags, which are displayed in the Element Reference box for each element, are searchable in the beta site.

126.4   One recent enhancement is recording indicators as separate pieces of data. It would be advantageous to do RDF mapping rather than string mapping, but there is no RDF representation for MARC 21. Concern was expressed over the length of some lists of MARC 21 tags. Grouping tags would shorten a list but may require development work; several methods of grouping were suggested. RDA should not favor one encoding scheme over another. Other mappings, such as schema.org and UNIMARC could be added.

126.5   Kartus reminded the group that the maintenance of mappings requires a formal commitment and that new elements mean new mappings. She wondered about the impact on RDA when encoding schemes change.

126.6   Dunsire believes that the technique of using spreadsheets for MARC 21 mappings has gone as far as it can, and further technical improvements will require development work.

127   Stabilizing the English text: appellation elements

127.1   At its 2017 meeting in Madrid, the RSC agreed that access points should become elements in RDA. This has meant disentangling the often lengthy and complex instructions for name/preferred name/variant name (or title) elements from the access point/authorized access point/variant access point instructions. Thomas Brenndorfer presented an overview of the challenges of creating these new elements based on his analysis of the 96 appellation element files, including recommendations for the consistency of re-arranged draft text and issues for further discussion. He then reviewed the overall issues outlined in his report ("Report on the Review of Appellation Elements," provided in the public Appendix), noting particularly the areas that require further examination. The group looked at the Family appellation elements in the CMS as a first glimpse of the new wording.

127.2   The RSC agreed that any instruction to record data provenance should be in a separate option box from any other instructions because it is not possible to record data provenance in MARC.

127.3   The RSC discussed the boundaries between guidance and instruction. The Committee agreed that the boilerplate wording of the instruction "of last resort" that refers cataloguers to a guidance chapter should be worded "For general guidance…" This should become standard phrasing in other places when referring to guidance.

127.4   The RSC noted and confirmed the difference between the two phrases "Record an [element]" and "Record a value of an [element]." There may need to be cataloguer training on this wording to avoid confusion.

127.5   In the context of Person and Family elements, where the original RDA text refers Family instructions to Person, the RSC discussed the benefit of repeating identical text in more than one place versus generalizing text at a higher level. A short-term solution of repeating the text was proposed, with more analysis needed following the 3R Project. Behrens reminded the group that cataloguers will be trained on the short-term solution and changing the text later will necessitate re-training. Dunsire reflected that the core team will need to identify various techniques to balance the tension between establishing a stable text for training purposes and not delaying publication. The Committee hopes that the repeat-or-refer issues will become clearer when appellation element content is reviewed.

127.6   The RSC discussed issues with the "other designation" elements. Concern was expressed that these elements had become a dumping ground. Deprecating these elements is the desired outcome, and some have already been eliminated. Kate James finds the following distinctions to be artificial:

- Additional elements or designations even if not needed…
- Additional elements or designations if needed to distinguish…
- Additional elements or designations that assist in identification

and suggests having one list to apply in any of these circumstances. She also suggested that there are other elements that are not on these lists that should be. Dunsire suggested that some additions and designations should be specified in application profiles; communities may have different preferred orders for these disambiguation terms. Dunsire also noted that the term "designation" could be changed to "qualifier." Further thinking is required in this area before we commit to a decision for the stable RDA text. RSC needs to be careful with short-term solutions, so they don't disrupt long-term solutions.

127.7   Dunsire suggested that decisions on patronymics and matronymics should be suspended until the conclusion of the 3R Project. Communities need to have more experience with name and access point construction before making such decisions.

127.8   Next steps: The RSC Secretary should immediately make changes to the appellation elements in the CMS; Dunsire will then review. RSC will then provide feedback on the new wording and option styling. The hope is that this will lead to more clarity about how the elements interact with each other. The RSC thanked Brenndorfer for his work.
ACTION ITEM: RSC Secretary to edit appellation elements in the CMS; Dunsire to review; RSC then to provide feedback.
ACTION ITEM: When appellation elements are reviewed by the RSC following their appearance in the beta site, the issues raised in Brenndorfer's report need to be addressed.

Wednesday, 24 October 2018

Public Session

128   Stabilizing the English text: non-appellation elements

128.1   The RSC regions submitted written comments prior to this meeting based on their review of thirty selected elements. This discussion provided the opportunity to tie together the regional responses and look for overarching concerns. Even thirty elements proved to be a substantive challenge for reviewing and commenting.

There was general agreement a comprehensive review of all RDA elements would be impossible.
ACTION ITEM: Dunsire and Barnhart will review the detailed written documents submitted by the regions and make changes to RDA content as needed.

128.2   ORDAC members divided up the reviewing and commenting work. They gave special attention to achieving consistency across the Prerecording and Recording sections of the elements. ORDAC had questions about the "details of" elements, and felt it wasn't clear that "details of" is a sub-element of another element. ORDAC suggested that the soft deprecation process should be explained in a guidance chapter. They noted that the "creator of work" element may not properly reflect the LRM and may need further work. ORDAC also had a particular concern about identifying the "base" or "main" instruction for an element; Dunsire thinks that this is a training issue.

128.3   NARDAC submitted their document to the RSC Secretary, who will share it with the rest of the RSC. Brenndorfer spoke of NARDAC's range of comments, from typos and small errors to strategic items for later development, with many things in the middle. NARDAC is concerned about conflicts in some elements between the recording methods shown in the instructions and those listed in Element Reference; this needs further review. User tasks also needs more work.
ACTION ITEM: Barnhart will share NARDAC response with RSC members.

128.4   The RSC discussed concerns that the element "coverage of content" is too big and the chronological and geographic aspects should be separated. Questions were raised about deprecating this element completely and adding two new elements or using related place and related timespan. Or is this element needed at all? Dunsire asked for help with this analysis, and Parent volunteered ORDAC. Observer Dominique Bourassa recommended consulting with the cartographic community on this element. Kate James recalled an official document on this topic—perhaps 6JSC/ACOC/4 from 2011—and volunteered to research and share what she finds.
ACTION ITEM: James will research earlier documentation on "coverage of content" and share the results with ORDAC.
ACTION ITEM: ORDAC will analyze and prepare a proposal to reduce the scope of the "coverage of content" element.

128.5   The RSC discussed the phrase "in the language preferred by the cataloguing agency" and agreed that this does not apply to the IRI recording method; IRIs are meant to be language independent. This led to a discussion of normalizing identifiers, such as removing hyphens from ISBNs. RDA instructions may be unclear about whether identifier normalization is permissible; Dunsire remarked that this is one of many small cleanup projects that could be taken on by volunteers.

128.6   EURIG submitted a detailed response which was summarized by Behrens.

128.7   Additional comments on RDA content: Ahava Cohen suggested that some
         thought should be given to clarifying whether instructions are intended for
         English language cataloguers or for cataloguers of English language materials. It
         was noted that "source consulted" has been merged with "reference source," so
         the concept is narrower than previously. The RSC needs to decide what changes
         to the RDA text are possible before stabilization and what changes must be
         deferred.

128.8   Dunsire summarized how the RSC will proceed with this non-appellation element
         feedback from the regions and with the public comments that have come in
         through the form on the beta site. The timescale is tight, but ideally we will
         review and incorporate appropriate changes into the beta site by Christmas. He
         reminded the group that the first step is to stabilize the element set so it can get to
         the translators.

128.9   Other comment on stabilization: Behrens recommended that we communicate
         clearly about the stabilization process so all the regions understand the same
         thing, and that if the core team encounters any problems to notify the regions. The
         public message should include a warning that anything can happen and not
         everything is under RSC control. Brenndorfer noted that the broader community
         will want to review the stabilized text, and this should be built into the roadmap.

128.10   There was a brief discussion about training after the stabilized text is published.
         Hennelly would like to do webinars and deliver other training sessions digitally.
         He will be consulting with the ALA E-Learning staff to hear their ideas. He
         intends to make orientation materials available internationally and asynchronously
         and will welcome translations. He envisions an initial, big, free webinar. Training
         on more detailed or intensive topics may come with a fee. He asked for help on
         this from RSC members. Dunsire said that RSC help is also needed with writing
         guidance chapters, help screens, and glossary definitions where terminology has
         changed. He hopes that RSC will contribute one or two model application
         profiles. He hopes that we can assemble a package of training resources from
         national institutions.

129   Guidance chapter topics: sources of information

129.1   Dunsire provided background on this long-standing issue. The question of "What
         happened to RDA 2.2" ("Where in the manifestation did you find this?)" has
         come up multiple times through user feedback. Dunsire noted that the current
         Toolkit has been trending toward a more general approach: take the information
         from the manifestation and cite a controlled vocabulary as data provenance.
         Dunsire also noted that the LRM provides an additional tool now—the
         manifestation statement—to document how a manifestation represents itself. He

outlined use of a statement (or group of statements) as a metadata work, and shared text recently added to the Data provenance guidance chapter. He said that application profiles will also provide further guidance. The RSC reaffirmed its decision from the 2017 Madrid meeting to provide general instructions on sources of information in RDA rather than RDA stipulating an order of preference.

129.2 Behrens expressed concern that the new section "Recording a source of metadata" in the Data provenance chapter is very book-based. The group is concerned that the RDA vocabulary list for recording sources and the instructions show Western bias. Kate James can't find "reference source" as a glossary term, nor in the data provenance guidance chapter. Cohen wonders about adding terms for transient things, such as email and phone calls from authors, or gravestones. Glennan said that the text should be broadened beyond sources of information for just the title. Glennan also suggested the need to look at the preference lists in detail; communities that find preference lists important can address it through an application profile. Dunsire agreed that the guidance is sparse and needs further development. He has some concern that the text may not be in the right place, but it is too soon for any feedback. Orientation and training are also needed on this topic.

130   Guidance chapter topics: types of description

130.1 Types of description is a topic that Dunsire has worked extensively on with Deborah Fritz; this also was discussed earlier on the RSC wiki. A briefing paper "Types of description in the new RDA Toolkit" is provided in the public Appendix. There have been conflicting views, so an executive approach has been taken. Dunsire said that the concepts of comprehensive, hierarchical, and analytical description are limiting and are not relevant in a linked data environment. He replaced these concepts with coherent, minimum, and effective description (see the draft guidance chapter of "Resource description.") These concepts are familiar to developers (particularly minimum description, which is a specification for a well-formed RDF graph) but less so to cataloguers. Taken together, they are an explanation of what "well-formed data" means.

130.2 The RSC agreed that more explanation for cataloguers is needed in this guidance chapter, and that visual aids would be helpful. Hennelly will check with Dakota and GVPi on embedding and rendering diagrams in the guidance chapters. The group discussed the description of works and related works, the edge case of lost works, and choreographic works and performances. Concern was expressed about whether cataloguers would take this chapter as a new definition of "core." Kate James wondered if "primary relationship" would be retained as a concept, and Dunsire affirmed that it would.
ACTION ITEM: Hennelly will check with Dakota and GVPi on embedding and rendering diagrams in the guidance chapters.

131   Detailed RDA topics: non-human personages

131.1   Dunsire set the stage by describing the two types of non-human personages--(1) pseudonyms, and (2) animals—where the instructions remain incomplete in RDA text. A briefing paper "Non-Human Personages in New RDA" by Kate James is provided in the public Appendix.

131.2   For the pseudonym case, Dunsire said he had started work drafting the guidance and instructions to use unstructured, structured, and identifier recording methods to refer to the non-human personage by name. When a statement of responsibility is clearly fictitious, that cataloguer must make the assumption that it is a pseudonym (as in the case of Snoopy); this is the easy case. Kate James disagreed, and discussion ensued about the relationship between statements on the manifestation (which cataloguers may or may not know to be true) and agents. Glennan argued for the ability to revisit captured information when more becomes known and noted the possible conflation between agents and subjects. Dunsire believes these concerns can be resolved in generic guidance about cataloguer's judgment.
ACTION ITEM: Dunsire will finish drafting the guidance and specific element instructions for non-human personage pseudonyms following this meeting.

131.3   There needs to be a different solution for the animals case and for other edge cases such as computerized music. Solutions discussed by the Fictitious Entities Working Group included using related nomen or developing a new relationship between nomen and work. Kate James noted that this wouldn't work because nomen must be attached to a specific RDA entity; these relationships need to be outside of RDA. The group reviewed other solutions proposed by Kate James in her briefing paper. Dunsire noted that "subject" is outside RDA, and perhaps modeling that solution would work for the animals case. He will consider adding twelve high-level relationships with no specified range.
ACTION ITEM: Dunsire will consider adding relationship elements to the twelve RDA entities that link outside of RDA.

132   Other detailed RDA topics

132.1   Extent of manifestation: The RSC agreed that there is insufficient time before the English text stabilization to consider the analysis and revision of the extent of manifestation element. Problems with this element have been known for years; the American Library Association's Task Force on Machine-Actionable Data Elements in RDA Chapter 3 produced the 2015 ALA discussion paper (205 pp.) 6JSC/ALA/Discussion/5. Some major re-engineering of the element will be required to implement the quantity/unit/aspect substructure outlined in that report, and to tease out extent of expression instructions. This element will be added to a list of post-3R development efforts.

132.2   Soft deprecation of elements: Elements targeted for soft deprecation are now-redundant elements that are better handled by new elements or other techniques. (Examples include the "details of" elements; instead, an unstructured description in the base element in now preferred.) Soft deprecated elements have been retained for legacy purposes, but there is an indication in the RDA instructions that another approach is preferred. The RSC discussed when and how these elements should eventually be removed. The group agreed that after the stabilization of the English text, the RSC should publish a list of elements with an accompanying briefing paper indicating that the elements are proposed for removal and asking for feedback about the timing. At the earliest, removal should not take place until the current Toolkit is taken down, and the user feedback should further be taken into account. Paradis suggested that information about soft deprecation should be added to a guidance chapter. Because this is potentially a few years away, this needs to remain a topic on future RSC agendas so it isn't forgotten.
ACTION ITEM: Barnhart will begin to compile a list of soft deprecated elements and will carry this agenda item forward to future RSC meetings.

132.3   Location of legacy options: The RSC briefly discussed the number of legacy options that have been included in the 3R Toolkit. Dunsire suggested that it might be better to encourage the policy statement writers, or application profile developers, to encapsulate these options at that level, where the agency has more control. This might be preferable to adding more options to RDA. The RSC will need to look at this in more detail at a future date.

132.4   Place and jurisdiction: The RSC hoped to be able to sort out the semantics for places and corporate names as part of the 3R Project, but it may not be possible before the English text is stable. If not, this issue will be added to a list of post-3R development efforts. The American law community may have some opinions about this and should be consulted.

133   Tour of McGill Special Collections

133.1   Joseph Hafner, Associate Dean, Collection Services, led interested RSC members on a tour of various Special Collection units in the McGill Humanities and Social Sciences Library building. Brief presentations by curators and experts were given and the group had the opportunity to view various treasures from the collections. Hafner and the McGill staff were thanked for their time and generosity in sharing their work.

134   Application profiles

134.1   The effective use of RDA will require an application profile to communicate specific community choices among options. An application profile provides a general framework for defining what RDA elements a community uses. A basic

orientation to application profiles was presented by Dunsire. A briefing paper "Toolkit Support for RDA Application Profiles" is provided in the public Appendix. At the simplest level, an application profile in the RDA Toolkit could consist of bookmarks and notes. This is not a sophisticated nor a sharable approach. Another approach is a Toolkit document, for example, a table with links to elements. This could be locally sharable; Hennelly is looking into shared documents and shared authorship across accounts. The third method is an external document, which could link into the Toolkit if needed. It could be a cataloguing input form, but it could also be used for quality assurance. Kate James noted that an external document may be the least useful to Toolkit users. The fourth and highest level is the policy statement. Because policy statements are embedded in the Toolkit, they are highly integrated and are adaptable to application profile information.

134.2   Behrens said that EURIG will test the application profile idea by doing a scoping study. This is already underway within the German-speaking community, with a shared document for bibliographic data and another for authority data. The application profile says what elements to choose but does not say how to catalog; this will be expressed in policy statements. An application profile gives a general framework about what makes an RDA record, making data exchange easy. Special communities have special profiles; they must respect the general application profile but can add their special needs. Kate James asked if Books of the Bible could be an application profile, and Dunsire confirmed this. Application profiles are expected for other languages, but Behrens hopes all will be able to come together under one international profile. Dunsire expects EURIG will tease out the issues for the RSC, such as cascading profiles and the notion of an "official" RDA profile (see 142.4.3). The RSC may experiment with developing a high-level RDA application profile based on the idea of "core" elements, but "core" and "core-if" designations will not be provided as part of the RDA instructions.
ACTION ITEM: EURIG will continue their scoping study and report their findings to the RSC.

134.3   Policy statements are not a type of application profile, but application profiles are a type of policy statement. There is some information in the application profile guidance chapter about this. Hennelly clarified his position on RDA policy statements. Because they are expensive to implement, they will not be accepted from anyone who wants to provide one; they must be of broad interest. Bill Leonard asked if there would be size limits on policy statements and Hennelly replied that there would not be. Observer Deborah Leslie inquired whether images were permissible in policy statements, and Hennelly said they were, but appropriate permissions must be in place. This may be most appropriate for old or rare materials.

135   RDA metadata and how it can be used

135.1 There is metadata associated with RDA elements, most obviously in the RDA Registry but also in the Content Management System (CMS). The RSC may wish to start thinking about ways these metadata elements could be exploited to improve the standard.

135.2 Dunsire wondered whether there are additional mappings that could be added in the near future. The target metadata would have to be stable. Schema.org was suggested, and Dunsire indicated he would try to work on this after stabilization. MODS in RDF was also suggested.

135.3 User tasks: these are included in Element Reference; is this useful? The concepts are necessary, the terms are in the RDA Glossary, and there is basic information in a guidance chapter. (The term "user tasks" should be added to the Glossary.) The phrase "…for identification and access" is not part of the semantics for user tasks. "Identify" is used loosely in the current Toolkit. Parent and Kartus advocate deleting the "…for identification and access" phrase. Dunsire noted other semantic issues that need consistency in the 3R Toolkit, such as "embody" or "realize" and adding "aggregating work" and "diachronic work." Kate James recommends asking Pat Riva to address user tasks in LRM when she presents to the group later (see 137.3). The group tentatively agreed to remove user tasks from Element Reference, but to retain definitions and provide information in a guidance chapter, pending discussion with Riva.
ACTION ITEM: Dunsire will add "user tasks" to RDA Terms for the Glossary.

135.4 Recording methods: The recording methods for an element are provided twice: in short form in Element Reference and in long form via the instructions. Is this really needed twice? The data need to be synchronized and polished. There is not much known yet about when users open the Element Reference box and why they go there. The group had the sense that this data may not be needed in Element Reference. Dunsire suggested that at the next opportunity the data be suppressed in the CMS (but retained in the RDA Registry). If there is a public outcry, it can easily be added in again.
ACTION ITEM: Dunsire will adjust the extraction script so element recording methods data is not transmitted to the CMS.

135.5 Element types: There is a numerical value for element type assigned to each element for internal categorization purposes. (For example, high-level relationship elements are type 1; attribute elements are type 6.) This categorization was useful in the early stages of CMS development for consistency of instructions across elements but may no longer be needed for its original purposes. This could be re-thought, for example, for soft deprecated elements, or for other categorizations.
ACTION ITEM: RSC will think about how element types could be better used in the future. Dunsire and Barnhart may do some analysis and proposals.

136   Stabilization discussion

136.1   The RSC held an open-ended discussion to tease out what we mean by
        "stabilization of the English text."
- Stability means:
    - No more wordsmithing or tweaking of text.
    - No changes that will make translators, policy statement writers,
      writers of supplementary texts, or the RDA Examples Editor re-do
      work.
    - A base text has been established against which revision history can
      be measured.
    - The citation numbering process can be safely done with citation
      numbers permanently linked to instructions.
- Stability does not mean:
    - Fixed and unchanging. Typos and small errors still need to be
      fixed.
    - That we cannot continue to add something that is missing.
    - That we cannot continue to add alternate labels for elements.

136.2   The RSC will need to define for the communities what kinds of proposals will be
        acceptable and what kinds will not be allowed after stabilization.

136.3   From our experience already with stabilizing the RDA value vocabularies, we
        have learned that stability lasts a very short time. Changes small and large are
        inevitably needed despite careful review. The RSC will need a clear process for
        dealing with these changes and communicating them downstream.

Thursday, 25 October 2018

Public Session

137   Impact of the continuing development of the IFLA Library Reference Model

137.1   Pat Riva, member of the IFLA LRMoo Working Group, presented on the impact
        of the continuing development of the Library Reference Model (LRM). The LRM
        was built in an entity-relationship framework, which was easier and more familiar
        modeling. She described the current work on the LRM as trying to get to an
        object-oriented version. LRMoo has been in development for about 18 months,
        and the Working Group will meet again at the end of November and in March
        2019. They are working on detailed mapping documents that include FRBRoo.
        There may be implications for PRESSoo.

137.2   Dunsire noted that LRMoo won't cause any re-thinking or re-structuring of the
        RDA model; a new version of LRM is not expected. The LRM and the CIDOC
        Conceptual Reference Model (CRM) of the museum community have much in

common, which puts libraries and museums in an equal partnership. The archives community is expected to come along.

137.3 Riva was queried about the importance of user tasks in the LRM, and the extent to which RDA should focus attention on user tasks. User tasks were an important part of FRBR but are less so in LRM. They are part of the framing of the functional scope of the model, but they are not specifically being modelled. Dunsire recommended removing the user tasks from the Element Reference section because almost all user tasks support almost all elements. He also recommended a user tasks guidance chapter that would include examples. The RSC agreed to remove the User tasks section from Element Reference within each element and to add a guidance chapter. The RSC thanked Riva for her continuing commitment and for her presentation.
ACTION ITEM: Dunsire will adjust the extraction script to remove user tasks from Element Reference, but data will be kept in the RDA Registry.

138 Working, consultation, and communication processes for RSC: communication within RSC

138.1 Dunsire began discussion by noting that this is a major topic for this meeting with significant outcomes expected. RSC communication processes in all directions and at all levels need to be examined. A workflow analysis was carried out several years ago which showed redundancies and inefficiency. The RDA Board and RSC infrastructure now is more flexible and nimble and RSC processes need to change as well. Dunsire said that the RSC cannot return to the old way of doing things post-3R. The outcomes of various experimental ways of working were all reasonably successful. Dunsire encouraged the RSC to think of this agenda item as if there was a blank slate.

138.2 Annual meetings: There was agreement that the RSC needed to continue to meet in person once a year in late October or early November. As an international standards body, RSC must meet in various international locations, ideally rotating among active RDA regions. Concerns were raised about financial considerations (one meeting per fiscal year), border control permissions by countries that may restrict attendance, and the benefits and drawbacks of meeting in conjunction with another library meeting. RSC should be politically aware and should not meet where anyone would be uncomfortable. Where reasonable, the RSC likes to have an associated outreach event planned in conjunction with an RSC meeting. It was noted that not all RSC regional groups work in the same way (impacting planning), and that national libraries and copyright holders do have an interest in hosting an RSC meeting. Ideally, RSC would like to plan its meeting locations at least two years in advance. Future meetings may be shorter than five days, depending on the stability of the product.

138.3   Annual meeting agendas: The RSC intends to be as transparent as possible and agreed that agendas should be publicly available, ideally a month in advance of the meeting. Written reports by RSC members should continue to be submitted before the meeting and should continue to be a discussion item at the meeting as an opportunity to ask questions and provide additional information. Circulating briefing papers to meeting observers has been appreciated and could be formalized. Related to the agenda, the RSC also appreciated distinguishing background information from required reading.

138.4   Outcomes document: The RSC confirmed that an outcomes document should continue to be prepared and published on the RSC website within four weeks of the meeting.

138.5   Minutes: Meeting minutes should be prepared as quickly as possible. The RSC confirmed that restricted minutes for Executive Session discussions should not be made publicly available. Audio recordings from the meeting have been shared with the RSC members and are also helpful. A question was raised about making audio recordings available to library school students; many difficulties with this proposal were noted.

138.6   Action Items: Action item lists should continue to be produced by the RSC Secretary immediately following the annual meeting.

138.7   Virtual meetings: The core team will continue to have a weekly GoToMeeting conference call for the foreseeable future. Every fourth call will be an RSC call until the stabilization of the English text in April. There was discussion about the difficulty of calls in an international context. The RSC strongly supported the need to find a tool to be able to meet asynchronously and encouraged James Hennelly to set up a trial with Basecamp, which has worked well for the RDA Board. This tool may allow the RSC to move away from Google Drive and reduce the use of email. The Committee envisioned continuous discussion of various topics on Basecamp followed by a GoToMeeting conference call, perhaps quarterly, to resolve sticky issues. The most difficult problems would be added to the agenda of the in-person meeting. Other groups, such as regions and Working Groups, could also have work areas in Basecamp.
         ACTION ITEM: Hennelly to initiate a trial with Basecamp, and. If successful, a subscription.
         ACTION ITEM: Barnhart will plan and distribute a phone call schedule through April 2019.

138.8   Email lists: Using an asynchronous meeting tool would allow RSC to reduce the use of internal email lists and may have the benefit of better threading, tracking, and archiving. Nonetheless, RSC internal lists will still be needed and should have regular review.
         ACTION ITEM: Hennelly and Barnhart to review and clean up email lists.

ACTION ITEM: Core team should do a more systematic analysis of RSC archiving practices to ensure that appropriate materials are being archived.

139   Working, consultation, and communication processes for RSC: processes internal to RSC

139.1   Synchronizing the RDA Registry and the CMS: Dunsire reviewed the current process for updating the RDA Registry, which involves downloading, adjusting, and uploading spreadsheets. A release to GitHub is made at irregular intervals. Software developers then use a special tool to process the GitHub release, and Hennelly uploads that file to the CMS, which overlays the existing element data. Another process is then run (the "publication script") on the full CMS files that resolves cross references and boilerplate text and converts the files to html; this file is uploaded to the Stage site for review and from there to the beta site. Dunsire noted that this process is more flexible than past processes. Because of this flexibility, it is possible to have more releases, and to accept changes and implement them more quickly throughout the year.

139.2   Fast Track, Fast Track Plus, and formal proposals: The RSC reviewed these processes, and discussed some issues in differentiating them. Fast Track Plus was an experiment that attempted to accelerate formal changes to RDA, but the line between it and a formal proposal has become increasingly blurred. The group agreed that it is appropriate to break with the old terminology and begin fresh processes and is comfortable with the idea of Fast Track and Fast Track Plus going away. A new term for "proposal" should be identified to make a clear separation from old processes. The group confirmed that it is important to keep something similar to Discussion Papers in place. The RSC also agreed that editorial changes (such as fixing typos) should continue to be done without consultation and should not be documented in the release notes.

139.3   Role of the RDA regions: The RDA Board expects the RSC to act as an executive body. There is an expectation that both the regions and the Working Groups will take on some of the RSC's former work in terms of proposing and developing changes to RDA. The regions may take on directed development, as with the scoping study for application profiles for which EURIG volunteered. There was some concern about having specialist community needs (for example, the cartographic community) handled by a single region; the cross-boundary perspective is crucial. It was suggested that major tasks require input from all, but perhaps smaller tasks could be regional. Suggestions from people who are not a member of an RDA region should be routed through the Wider Community Engagement Officer. The communication channel for the RDA regions is through the regional representative to the RSC. This is an important enough role to require a backup representative for each region. The regions each have slightly different internal processes and structures. Occasionally the chair of the regional group may request (with good reason) to attend an executive session at an RSC in-

person meeting. The RSC must be consulted and agree on a decision if this is requested, as it is important that the RSC be comfortable in its non-public deliberations. The RSC also reserves the right to invite anyone to any part of an RSC meeting as needed to do its business, but the RSC must agree to this.

139.4 Working Group processes: Working Groups must have wider internationalization, ideally extending to having all regions represented on a given group. Working Groups, then, should have an area in which to work in the asynchronous meeting tool to cope with the multiple time zone issue. There should be no barriers to internationalization. The RSC discussed the approval process for Working Group members, which begins with identifying the area of work, specific tasks, and timescale. Nominees are then invited. The RSC makes the decision about appointments, with the Chair having the final casting decision. The group was reminded that there are two standing Working Groups—the Technical Working Group and the Translations Working Group—but that all the others are task-and-finish groups. Leadership for the two standing Working Groups is approved by the RDA Board; the Chair is appointed to a two-year term with the possibility of one renewal. If the standing Working Group Chair renews for a second term, it is logical to review the membership of the entire group. The RSC agreed to thank and disband the existing task-and-finish Working Groups, but to reconstitute some (for example, Aggregates and Music) with a new charge and the opportunity for new membership. An Archives Working Group should be constituted. In conjunction with this review of Working Groups, the Development Team should also be re-examined.
ACTION ITEM: Glennan and Barnhart will identify, thank and disband task-and-finish Working Groups and will begin the process for appointing new Working Groups.
ACTION ITEM: Core Team should discuss the role and membership of the Development Team.

139.5 Calendar: The group agreed to test a rolling calendar to feed into a quarterly release. Topics can be proposed and discussed in the asynchronous meeting tool. Ongoing discussion will happen online and agreed-upon decisions can be fed into the next quarterly release. If more discussion is needed, it can happen in a quarterly conference call. The most difficult problems would escalate to the in-person meeting agenda. A red-yellow-green system to document the status of the discussion was suggested. The Committee noted that having a fixed calendar with a quarterly cycle will make working with the regions and Working Groups easier, accommodating quick decisions as well as longer deliberations. Further work needs to be done on the release note process. The calendar should be known publicly.
ACTION ITEM: Core team will discuss and draft a rolling calendar for RSC quarterly tasks, coordinated with OMR updates and Toolkit releases. Process for release notes also needs discussion.

139.6 Translations and policy statements: Questions were raised about how the translations would fit with the timing of quarterly releases; it will be impossible for all translations and policy statements to be synchronized. More work is needed to develop a clear visualization of policy statement display and functionality. Jamie Hennelly noted that coordination mechanisms for the policy statement writers are needed.
ACTION ITEM: Hennelly will set up a small group to prepare materials and processes for policy statement writers, and will work with the British Library to test policy statement processes.

140 Working, consultation, and communication processes for RSC: development of RDA content

140.1 Development of RDA content: RSC/Policy/5—the guidelines for proposals and discussion papers—will need to be changed. The Committee agreed that a blank template of an element page, accompanied by a cover letter with supplemental information could form the basis for changes to RDA, with details to be worked out later. It will be important to provide information specifically about relationship elements (formerly relationship designators). Instructions about inverses should be provided. RSC expects to receive suggestions for new elements, new glossary terms, and new VES terms, as well as suggestions within existing instructions for new conditions and new options. There may also be suggestions for adding or removing entire vocabularies. RSC is receptive to suggestions for changes to Guidance and Resources, including the relationship matrix. Templates for all these different purposes will need to be developed. Explanation about what is appropriate for RDA versus policy statements must be provided. An Editorial Guide will be important.
ACTION ITEM: Core team will prepare first drafts of templates and process instructions for further discussion and review.

140.2 Approval process: A process needs to be developed for posting documents for public comment. A submission tracking process must be developed that is transparent and conveys outcomes. A table communicating the status, harmonized with the change request itself, should be added to the RSC website. A formal communication process with the group originating the proposal should be included in the tracking process.

140.3 Document numbering: The RSC agreed to begin a new document numbering system in 2019 that includes the year as a standing part of the document number and re-sets every year. The American Library Association's CC:DA group's numbering system would be the model. The numbering system should be published so that Working Groups and regions could assign their own sequences.
ACTION ITEM: Barnhart will prepare a document to explain the new numbering sequence, with examples as a placeholder until RSC/Policy/1 is revised to include this information.

141 Working, consultation, and communication processes for RSC: action plans for development

141.1 Master plan: Should RSC have a strategic plan? There is a marketing strategy that comes from the RDA Board. There are some elements of a strategic plan, but formal development has been sidelined by the 3R Project. The impact of the new governance model needs to be thought through at the RSC level, and parts of the Toolkit that need more development must be identified. Large organizations want to have a single framework with integrated data and services, so we need to plan for archives and museums. The Committee agreed that we need to begin a strategic planning effort.
ACTION ITEM: Glennan will consider a strategic plan further after the April release.

141.2 Channels of communication: The RSC has a Twitter account that is tied to its Facebook account. Hennelly has a blog accessed via the main Toolkit page, but concerns were raised about citing official policy in a blog. The News and Announcements section of the RSC website is useful, and translations of key announcements are encouraged and can be posted on the RSC website. The email blast that alerts RDA users of news and announcements is useful and should be continued. The Presentations page on the RSC website is an attempt at current awareness, but only presentations with new information are published there.

141.3 The RSC agreed that the changes to ongoing RSC processes will become effective at the end of the 3R Project. 2019 will continue to be an experiment.
ACTION ITEM: Glennan will revise RSC/Policy/1 and RSC/Policy/5 when new processes are clear and then send them to RSC for discussion and approval.

Friday, 26 October 2018

Executive Session

142 Wrap-up of RDA/3R topics

143 Review of Working Groups

144 Succession planning for RDA Examples Editor

145 RDA communication plan

146 Granularity of new relationship elements

147 Gender-inflected relationship elements

148   Wrap-up of administrative topics

End of the October 2018 RSC Meeting

Appendix for Public Minutes

Reports to the RDA Steering Committee presented at this meeting are posted separately on the RSC website at http://www.rda-rsc.org/sites/all/files/RSC-Reports-2.pdf

Appendix for Public Minutes

Agenda #126: MARC 21 mappings in RDA Toolkit

Briefing paper for RDA Steering Committee, 15 October 2018

The MARC 21 mapping data are stored and maintained using a Google spreadsheet (csv) file.

The authorized maintainers of the data are:
- Gordon Dunsire (RSC)
- Bill Leonard (RSC)
- Victoria Morris (British Library)
- Thurstan Young (British Library)

Structure

There are separate data columns for:
- RDA element CURIE
- RDA recording method (1-4)
- MARC 21 tag
- MARC 21 indicator 1
- MARC 21 indicator 2
- MARC 21 subfield

There are separate function columns for:
- RDA element label
- RDA element description
- RDA element status
- RDA recording method label
- Toolkit mapping text

Scope

The direction of the mapping is from RDA element to MARC 21 tag, indicators, and subfield combinations.

A comprehensive two-way map is not feasible:
- There is a lag in MARC 21 synchronization with RDA.
- The 3R changes require a significant review of MARC 21 encoding for new and deprecated RDA elements.[1]
- There is only an approximate match between RDA/LRM and MARC 21 semantics; MARC 21 semantics are conflated with syntax encoding.[2]

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[1] See the presentation on "RDA and MARC 21: The impact of the 3R Project".
https://www.slideshare.net/GordonDunsire/m21-and-rda
[2] See the blog posts on "Low-hanging MARC fruit", etc. http://managemetadata.com/blog/2012/03/26/low-hanging-marc-fruit/

Only applicable mappings are included:
- RDA Toolkit does not aim to be a guide to MARC 21 as an encoding scheme.
- Adding mappings for combinations of data values that are "not applicable" extends the listing of what is necessarily a lengthy set of multiple mappings for valid combinations of MARC 21 encodings for many RDA elements.

Data values

A mapping must include a tag. The absence of a tag indicates an invalid mapping.

Use asterisk (*) as a "joker" value of MARC 21 indicator1 and indicator2.

The joker value indicates that all allowed values are valid for the mapping.

If not all allowed values are valid, each valid value is recorded as a separate mapping.

If not all allowed values are valid for more than one data field, each unique combination of valid values is recorded as a separate mapping.

Output

A full MARC citation is given: Tag + space + indicator 1 + indicator 2 + space + $ + subfield
Recording method label is added in brackets [].

Notes are added in parentheses ().

The citation is prefixed by "MARC 21" followed by "Bibliographic" or "Authority" as appropriate.
Each mapping is displayed on a separate line.

All parts of the mapping output are keyword indexed and searchable in the RDA Toolkit.

Examples:
MARC 21 Bibliographic 535 1* $a [unstructured description]
MARC 21 Authority 100 1* $q

Future development

The current output uses a spreadsheet function. It is difficult to develop the output format any further using this infrastructure.

The data columns can be easily transformed into a structure such as a database if a "smarter" output is required.

For example, the number of mappings displayed in RDA Toolkit can be reduced significantly by concatenating subfields with the same tag:
MARC 21 Bibliographic 700 ** $a, b, c, d, f, g, h, i, k, l, m, n, o, p, q, r, s, t, u [structured description]

This will require programming, not a spreadsheet function.

Agenda #127: Report on the Review of Appellation Elements

Submitted by Thomas Brenndorfer, NARDAC representative to the RSC

August 22, 2019

I am pleased to present the results of my review of the appellation elements as part of the 3R project in the development of the new RDA Toolkit.

I have organized the 96 elements into the following 14 groups:

> Complex name/title/access point sets:
>> Corporate Body
>> Expression
>> Family
>> Manifestation [separate files for Devised title and Changes to a title proper]
>> Person
>> Place
>> Work
>
> Less complex sets, including "appellation of …" and identifier elements:
>> Agent [*Name of agent* has significant content]
>> Collective Agent
>> Item
>> RDA Entity
>> Timespan
>> Appellations
>> Identifiers [*Identifier for Manifestation* has significant content]

TOPICS FOR REVIEW OR FOLLOW-UP

Source of information

> Further effort is required to incorporate the sources of information instructions. In the case of devised titles, the current instructions (RDA 2.3.2.10, 2.3.2.11) have "either/or" and "if/then" cases based upon sources of information.

Designations and terms and deprecated elements

> Further effort is required to incorporate wording for the "Other designation…" elements that are now deprecated and were used in access point construction.

Recording versus transcribing

> I identified this issue as a problem, especially in the Title of manifestation elements. The context shifts from using the manifestation as a source, to other sources, to using devised titles.

> Modifications (spacing, omissions, punctuation) can be made to elements that are either transcribed or recorded. Further effort is required to ensure that the right word is used.

Reworking current instructions for Condition/Option boxes

The conversion of the existing RDA instructions into Condition/Option sets often involved assembling and reworking wording that is scattered or truncated.

For example, reworking the instructions for the *Title of manifestation* instructions for titles of parts, sections, and supplements (RDA 2.3.1.7) involved repetition of lines of text in separate conditions. This was necessary to account for an exception mentioned briefly (for serials and integrating resources) and to draw in explanatory text in the preamble.

Category of resource as a line in a Condition box

Further effort is required for instructions for special kinds of works (musical works, legal works, official communication, and religious works).

The new organization of the appellation elements pages for works I believe can easily accommodate those instructions.

I noticed that some exceptions for works (e.g., moving image works, cases for devised titles, works for which a corporate body is considered a creator) can be presented as a line in a Condition box. Although I did not pursue this further, the possibility exists that special kinds of works can be flagged in Condition boxes. Flagged as such, these Condition/Options sets can be identified and assembled for the cataloguing of special kinds of works, such as musical works.

Identifying opportunities for boilerplate or stock phrases

The current text for the appellation elements can be standardized in many ways to form boilerplate text, and it is likely that further passes through the text will result in further standardization and simplification of the text.

An example of new boilerplate language (or stock phrases) is the replacement of "most commonly found" with "appears most frequently" for names and titles appearing on sources of information. There are variations that have been converted, such as "commonly identified," but more possibilities for standardization exist, such as words like "predominant" and "well-established" as these also entail a sense of "frequency."

General constructor instructions for access points

I organized all the basic "constructor" options for access points by moving them to the top-level access point element for each entity. For example, all of the general instructions for additional elements for an access point are in the top-level access point element pages.

The instructions for authorized access points filter the general instructions to ensure that the preferred name or title is included. The variant access point often includes a variant form of the name or title, but the preferred form is also a possibility.

The authorized and variant access point pages are for instructions for the specific order of elements or change of elements when selecting and constructing authorized and variant access points.

Constructing access points – "including" elements

The words used in instructions for constructing access points can be simplified and standardized. I eliminated words like "combine" with the versatile word "include."

As access points are now elements, these are covered under the "include" word. Examples

- A creator of a work
- A higher or related body for a subordinate corporate body
- A whole work for a part of a work
- A higher jurisdiction for a name of a place

Example of instruction for constructing an authorized access point:

OPTION

Include:

1. a value of Agent: **authorized access point for agent**

2. a value that is based on Work: **preferred title of work**

One benefit of using "include" is that it can be used for either selecting or constructing an access point. As there is often a preliminary instruction already to "record" an access point, the "record" instruction does not need to be repeated for each component of an access point.

Many access points also include distinguishing elements, which are covered elsewhere, such as in the top-level access point element page. The word "include" in an Option box means that the elements indicated can be included in an access point, but other distinguishing elements can also be included, as appropriate.

In some cases, the word "add" is used (especially with access points for subordinate bodies) as the overall Option box contains a complex set of elements to include, and the instruction is to continue to add elements, not start constructing a new access point.

If a particular element is to be recorded first, I used the phrase "that is recorded directly." Parts within an element are "contained" in an element, not "included," just to keep the distinction with access point construction.

Omissions or changes to elements in access points

The authorized and variant access points are not only constructed from one or more elements, but can involve changes to component elements. These include:

- The sequence of parts of a name of a person or family to accommodate inverted surname order

- Parts of a name of a subordinate body which are omitted when an access point for a higher body is included
- A name of place can include a fuller form of the name or omit a type of jurisdiction in an access point
- Titles of parts of works which may have an order imposed on the sequence of terms and designations.
- Initial articles can be omitted in access points

Devised titles, conventional collective titles, standard terms used for titles or names

I separated out the instructions for devised titles into its own file, as these can be used for titles of manifestations and titles of works.

The instructions for conventional collective titles have been moved into the authorized access point instructions.

Cases for the use of a standard term for a title or name are found throughout (e.g., "Apostolic Delegation", "Manuscript").

Changes to a title proper

I separated out the instructions for changes to a title proper as these tie in with new approach to diachronic works.

Collection aggregates and augmentation aggregates

The instructions for authorized and variant access point for works include instructions for compilations, which can be potentially reworked in the new context of aggregates.

The case of commentary added to an existing work is useful to examine, as it incorporates a reference to using instructions for collection aggregates and also indirectly to augmentation aggregates. I simplified the overall instruction, but further review is required.

Places and corporate bodies, and Related place of RDA entity

A distinction is carried forward from the old Toolkit for the use of an access point for a place (not just Name of place) as the conventional name of a government versus other uses of a name of a place. The form used for a name of a government (or cases like names of archdioceses) is different from the form used in a value of *Related place of RDA entity* (which is often used in constructing access points for agents and works). The main difference is punctuation (parentheses versus commas), and sometimes abbreviated forms of the name.

Because appellation of place is divided into instructions for Name of place and Access point for place, instructions for other elements need to be reviewed to ensure that it is the name alone or the full access point for place that is to be identified.

Agenda #130: Types of description in the new RDA Toolkit

Briefing paper October 11 2018

Background

RDA 1.5 in the original Toolkit covers "types of description" for a manifestation: comprehensive, analytical, and hierarchical.

The categories are relevant to the number of "parts" of a manifestation, including units as well as parts embodying a whole/part work and expression and components of an aggregate (manifestation) or a successive diachronic work.

The categories are not given in the International Cataloguing Principles or ISBD.

The LRM clarifies that units, parts, and aggregate components need separate and distinct treatment.

New Toolkit

The new RDA Toolkit replaces the "types of description" guidance and instructions with a guidance chapter on "Resource description":

Resource description
      Coherent description of an information resource
      Minimum description of a resource entity
      Effective description
      Describing a work
      Describing an expression
      Describing a manifestation
      Describing an item

This provides a more modular and layered approach that builds well-formed metadata in layers.

Well-formed metadata

The main focus of RDA Toolkit instructions is to create well-formed metadata describing the things of interest in international library and cultural heritage collections.

There are two aspects to achieving this:
1. Differentiating the basic categories for the style and syntax of element data values.
2. Specifying the basic structure of interrelated data values that describe an individual member of a collection.

The categories for data syntax are the four recording methods.

RDA expects data to be recorded as explicit or implicit name/value pairs; that is as an instance of an element with a single value. In linked data applications, the "name" is the property or predicate, and the "value" is the object, of a triple; the subject is the entity to which the data pertains.

This is generalized in RDA Toolkit by referring to a metadata statement, which is a specific value assigned to a specific element associated with the instance of the entity being described.

A "resource entity" is one of Work, Expression, Manifestation, and Item. These entities represent different aspects of a member of a collection, which is essentially the Item in hand when a description is assembled.

An application that requires an overall or "complete" description of a collection item processes a set of interrelated metadata statements that cover the four aspects in a coherent way. The set is well-formed if it conforms to the semantics of the Library Reference Model, and specifically the cardinality restrictions on the WEMI "stack" that is the basis of the set.

Well-structured metadata is therefore defined as a set of conformance requirements arranged in from basic/global (bottom) to specific/local (top).

Conformance layer	Specification	Implementation
Options	Recording methods	Application profile for specific kinds of collection
Specific WEMI elements	Registry semantics, hierarchies	Application profile for specific kinds of resource
Special ontology/model	Aggregate and diachronic WEMI cardinality constraints	Well-formed for specific kinds of resource
Basic ontology/model	WEMI cardinality constraints	Well-formed

Guidance

Guidance for conformance to the basic model is given *in Coherent description of an information resource* and *Minimum description of a resource entity*.

Guidance for conformance to special aspects of the model is given in *Describing a work*, *Describing an expression*, *Describing a manifestation*, and *Describing an item*.

Guidance for specific WEMI elements and options is given in the element pages.

Agenda #131: Non-Human Personages in New RDA

Briefing paper October 15, 2018

Related Documents and Presentations:

6JSC/Fictitious/1/CCC response
Explanation of recurring issues from the LRM World-Wide Review, December 2016
IFLA Library Reference Model: What and Why?, presentation from 2018 ALA Annual
RDA and Non-Human Personages, presentation from 2018 ALA Midwinter

Relevant Current RDA Instructions

9.6.1.5 Spirits
9.6.1.6 Persons Named in Sacred Scriptures or Apocryphal Books

9.6.1.7 Fictitious and Legendary Persons
9.6.1.8 Real Non-human Entities
9.19.1.2.6 Other Designation Associated with Person (Authorized Access Point)

Background

RDA was based on 3 models: FRBR, FRAD, and FRASAD. The definition of Person is different in FRBR and FRAD. In FRBR, a Person is a real individual. In FRAD, a Person could be a real individual. However, a Person could also be a persona adopted by an individual or group that seemed to represent an individual. FRAD included fictitious characters, named individual animals, and divinities in the definition of Person.

Original RDA used a definition of Person that was based on FRAD: "An individual or an identity established by an individual, either alone or in collaboration with one or more other individuals." RDA 9.0 also specifically stated, "Persons include persons named in sacred scriptures or apocryphal books, fictitious and legendary persons, and real non-human entities."

LRM defined Person similarly to FRBR when it consolidated the models: "an individual human being." Thus, one of the issues for 3R Project has been to provide practical guidance for "non-human personages" when one of these personages seemed to have a relationship with a WEMI entity other than as a subject (e.g., an animal as an actor in a motion picture expression or a fictitious character as creator of a work).

The new RDA must be aligned with the LRM's definition of Person while still providing practical methods for libraries that must deal with non-human personages presented as having relationships other than subjects to WEMI entities.

Summary of Issues Requiring Resolution

This issues requiring resolution are treatment of fictitious characters, real-non-human entities (called animals in this paper to avoid confusion with deities and spirits), and "persons" named in sacred scriptures and apocryphal books when presented as part of a relationship that may be only appropriate for an Agent.

A real-world solution for fictitious characters was discussed in *Explanation of recurring issues from the LRM World-Wide Review, December 2016*. However, the paper did not address real animals and non-human entities such a deities considered real by many people. The treatment of deities and non-corporeal beings (e.g., spirits) considered "real" by many people in modern times is the most difficult issue to resolve. LRM excludes deities and spirits from the category of Person, but does not explicitly say that they cannot create works or have other relationships to WEMI entities allowed for human Agents. A challenge for the RSC involving deities and spirits is to conform to the LRM definition of Person without seeming to present a position on the existence or capabilities of these entities.

A case is given for all categories of "person" found in the current RDA instructions in 9.6.1.5-9.6.1.8 that are now excluded from the definition of Person. Possible solutions are provided at the end of each case. Other issues that the RSC may wish to consider are also provided for some cases.

Note: there may be other, better solutions than the ones presented in this briefing paper.

Case #1: Fictitious and Legendary Persons (RDA 9.6.1.7 and 9.19.1.6 b)

This case involves characters, which most adults would consider fictitious, and legendary figures that are generally believed not to be real. Although young library users might consider Santa Claus "real," the assumption is that this belief changes. Examples in this category include the legendary Pope Joan, Sherlock Holmes, the Greek god Zeus, and Mickey Mouse. LRM would consider these instances of the Res entity. The RDA Entity would not include fictitious characters because the RDA Entity only includes the other entities defined in RDA.

The Work element subject provides a means to relate a work to a fictitious character just as it does other kind of subject range value outside of RDA like atomic elements, philosophical concepts, models of automobiles, etc. The formulation of subject range values outside of those corresponding to RDA entities is outside the scope of RDA. Thus, there is no need for RDA to account for such subject ranges beyond acknowledging that they are valid.

The problem faced by libraries is what to do when a fictitious character is presented as having a non-subject relationship with an RDA entity. The title page of *Pawnee* (see Figure 1) is a typical example of a fictitious character being presented as the "author" of a work in a statement of responsibility of a manifestation of work. (Leslie Knope is a fictitious character on the television program *Parks and Recreation*, and this book is a tie-in to the TV show.)
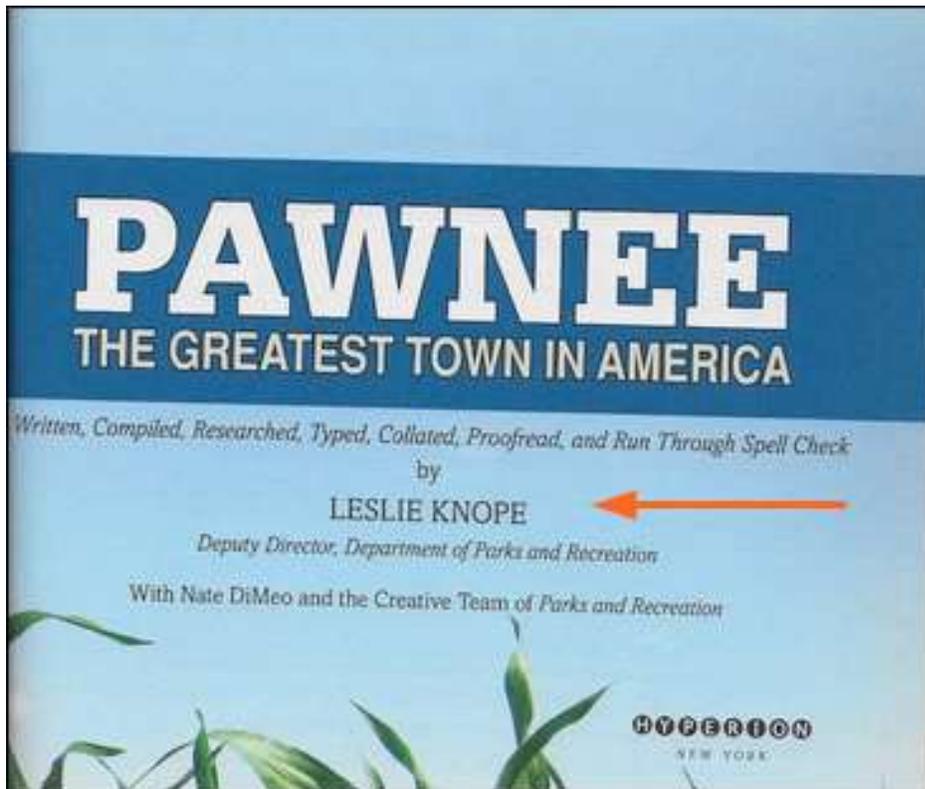
Figure 1 Title page of Pawnee

Library users may search for "Leslie Knope" as the author of this work for two reasons: 1) they do not realize Leslie Knope is not a real person; 2) they are unaware of the LRM model so it seems reasonable to find this work by searching the name "Leslie Knope" even though she is not real. In order to fulfill the user task "find," RDA data should provide access to the work *Pawnee* through the name "Leslie Knope." *Explanation of Recurring Issues from the LRM World Wide Review* section 6, Fictional agents, explains how this is accomplished "the semantics of such authority records is that some non-fictitious agent (either a person or a corporate body) created some work that was published under a nomen that is understood as referring to some fictitious being."

Note: Because it will often be unknown if the Agent using the fictitious character name is a person, family, or corporate body, it seems best to model this at the Agent level and leave more granular implementation to the discretion of cataloging agencies.

These are the relevant relationship elements necessary to resolve:

> Agent *has name of agent* Nomen
> Agent *is creator of* Work

We will use the title of work Pawnee to represent the work. Then we establish the relationship between Agent and Nomen using a nomen string as a value for the range entity Nomen:

> Agent *has name of agent* Leslie Knope

> Agent *is creator of work* Pawnee

Having related the Agent and Nomen entities, we can now use the same nomen string for the domain entity Agent to relate to the Work:

> Leslie Knope *is creator of work* Pawnee

In this case we have no idea WHO the real human being is using the name "Leslie Knope." However, for the purposes of discussion, we will pretend that we know a person named Jane Andrews is the real human being and she has also written a book under her own named called *Guide to Parks and Recreation*. This book is about the TV show and its characters, including the main character Leslie Knope.

Thus we have these relationships:

> Agent *has name of agent* Jane Andrews
> Agent *has name of agent* Leslie Knope
> Leslie Knope *is creator of work* Pawnee
> Jane Andrews *is creator of work* Guide to Parks and Recreation

We may use an identifier to represent the value of the real person who is that Agent rather than a name in order to cleanly distinguish the bibliographic identities

> 123 *has name of agent* Jane Andrews
> 123 *has name of agent* Leslie Knope
> Leslie Knope *is creator of work* Pawnee
> Jane Andrews *is creator of work* Guide to Parks and Recreation

Thus, we have fulfilled the user task "find" for those library users without contradicting the LRM stance that only real humans can be agents.

Currently RDA allows the designation "Fictitious character" and similar terms to be recorded as an element and/or as part of an access point for fictitious "persons." It would be inappropriate in the new RDA to record "Fictitious character" as an element value for an Agent or a Nomen as it describes neither one. However, there is no principled reason for this phrase not to be allowed as part of a nomen string like "Wolverine (Fictitious character)", which could then be used as an authorized access point. This allows cataloging agencies to continue to use their current access points with this phrase. There does not seem to be a viable solution that allows agencies to continue to record the phrase "Fictitious character" as an element for an Agent, Person, or Nomen.

The remaining problem for libraries is outside the scope of RDA: should the same string "Leslie Knope" be used to for the creator of *Pawnee* and the subject of *Guide to Parks and Recreation*. Using the same string is the easiest solution and provides the end result desirable for most users. From a data perspective, this is problematic. It is not be consistent with the LRM model as one Leslie Knope is a Person and the other is a Res. *Explanation of recurring issues …* says in section 6, Fictional agents, that distinct identification is needed for the fictitious character as subject and as pseudonym of agent. To

conflate the two will eventually cause false relationships to be created between the real human represented by identifier 123 and works about the fictitious character. However, RDA cannot prohibit this solution without incorporating the Res entity, which the RSC has decided not to do. The question for the RSC here is "Should a guidance chapter in RDA explain the problems with this conflation of entities?"

Given the complications that occur with conflating the fictitious character name with the same name use as a pseudonym a library may wish to avoid creating authorized access points for work that use such a pseudonym. In current RDA, the authorized access point for the work *Pawnee* might be "Knope, Leslie. Pawnee," combining the authorized access point for the "person" with the preferred title of work. Although this construction could still be allowed with the new RDA if the string "RDA should explicitly allow works such as *Pawnee* to be assigned an authorized access point that does not include the access point for the creator for libraries wishing to avoid the problem of disambiguating the real human using the pseudonym Leslie Knope from the fictitious character Leslie Knope. However, a library might still want to provide a variant access point ""Knope, Leslie. Pawnee," for its users so that flexibility is still needed.

Possible Solutions:

1) Provide instructions in the Use of Nomen Entity guidance chapter that allow for the use of nomen strings such as "Leslie Knope," "Mickie Mouse," "Wolverine (Fictitious character), etc., to represent an Agent when presented as a domain or range value for a non-subject relationship.
2) Explain in guidance that RDA provides instructions on using nomen strings to represent entities defined in RDA. The use of nomen strings to represent entities not defined in RDA is at the discretion of the cataloging agency.
3) Add an instruction to the existing section "Works of Unknown or Uncertain Origin" that allows agencies NOT to use the name of a fictitious character as part of the authorized access point for a work.
4) Add an instruction allowing the use of a non-RDA entity as part of a variant in Work: variant access point for work element.
5) Ask the Examples Editor to include an example involving a fictitious entity presented as an author in the freely available "full record examples" on the Toolkit webpage so that RDA users can see how this works in real world cataloging.

Other Issues:

1) Is there a solution to the current practice of recording the phrase "Fictitious character" as an element?
2) Should RDA discuss the problem of conflation of a fictitious character Res entity with an Agent entity using the same nomen string?
3) Should the instructions for pseudonyms (e.g. Mark Twain and Lewis Carroll) be different than the instructions for fictitious character names used as pseudonyms?

Case #2: "Real" Human Beings in Sacred Scripture (RDA 9.6.1.6 and 9.19.1.2.6 a)

This is the easiest case to deal with because it is already accommodated by the LRM and partially accommodated the new RDA. LRM says the entity Person is restricted to "real human beings who live or are assumed to have lived." LRM does not provide criteria for determining the veracity of a person's existence nor should it.[3] Similarly, RDA should not attempt to specify how an agency should make that determination.

There are many persons named in a sacred scripture or an apocryphal book that would be considered "real" by most people regardless of religious belief. For example, the Roman emperor Tiberius is mentioned in the Gospel of Luke. His existence is documented in multiple primary sources, archaeological evidence, etc.

There are many persons named in a sacred scripture or an apocryphal book that would be considered "real" by many people who subscribe to a particular religious belief. For example, many Christians, Jews, and Muslims might consider Moses to be a real human being. Historians may not generally agree that Moses is "real" as they would about Tiberius, but that does not mean a cataloging agency cannot make the determination that Moses is "assumed to have lived" and treat him as an instance of a Person.

For these human beings, current RDA instructions allow for a designation to be recorded as an element and as part of an authorized access point. Examples include "Biblical figure" and "Talmudic figure." These phrases use the name of a work in reference to the person being described, which mean they may be considered an unstructured description of the element Person: related work of person.

Some minor changes to new RDA would allow the phrases "Biblical figure" and "Talmudic figure" to be recorded as elements and as part of authorized access points. This would allow current cataloging practices to be continued without change.

Possible Solutions:

1) Revise instructions for Person: related work of person. Recording an unstructured description to allow for indication of the relationship between the person and the work to be recorded. For example:

   > Record an unstructured description of a related work as a value of Work: title of work or as a description of the relationship between the Work and the Person.

2) Revise instructions for Person: authorized access point for person to allow for relationship elements to be included as part of an authorized access point.

3) Add a sentence to the Person. Prerecording instructions that explicitly allows agencies to determine whether to treat as a Person a particular instance of a human being whose existence may be disputed.

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[3] The LRM example of Job as an instance of the Res entity only is not prescriptive. LRM does not state anywhere that there are not real human beings named in sacred scriptures, etc.

Case #3: Non-Humans in Sacred Scripture (RDA 9.6.1.6 and 9.19.1.6 a)

This case involves non-humans named in sacred scripture and apocryphal books. Some people would not consider these beings "real." However, some people would consider these beings "real" and non-human based on their religious beliefs. Examples include the Archangel Michael and the Hindu deity Shiva. Mythological figures no longer widely believed in (e.g., Zeus) are excluded from this category. LRM is clear that these non-human entities cannot be considered persons but would consider them examples of the entity Res. This does not conflict with any religious beliefs. However, as the new RDA does not use the Res entity, these non-human personages do not fit neatly into RDA.

Although the RDA instruction is presented in the context of figures "named" in sacred scriptures, etc., one of the most common reasons needed for these nomen strings is these non-human figures are presented as a creator, contributor, etc. for a non-sacred work. Figure 2 shows an example of this with the title page for a manifestation of *Beloved Archangel Michael speaks on the angelic host*. Although this example appears similar to spirit communications discussed in Case #5, the key difference is that the Archangel Michael would not be considered the spirit of a deceased real human being. For this example, a cataloger following RDA 19.1 might take the statement appearing on the manifestation of work as information about the relationship of Michael to the work, making Michael (Angel) the range value for creator.
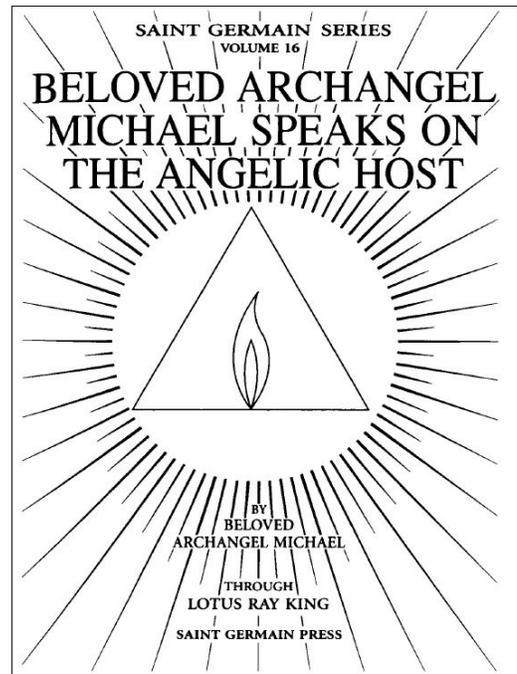
Figure 2 Title page of Beloved Archangel Michael speaks …

LRM does explicitly state that only agents may be considered creators of works. This may be inferred from the fact that LRM- R5 (Work was created by Agent) has range Agent rather than then higher-level entity Res. As LRM allows for refinements of relationships in implementations of the model, a case could be made for an implementation defining a Work was created by Res relationship, which avoids addressing the delicate question of how a supreme being who created the universe cannot create a work as mere human beings can. However, this is not a viable solution in RDA because Res is not defined.

The relationship between an instance of a Work and a Nomen is much less problematic once the nature of the Nomen entity is understood. A Nomen may be a name so the name of a deity, archangel, demons, etc., is clearly an instance of a Nomen.

However, characterizing "Michael" as an instance of a Nomen does not resolve all issues between current RDA with the new RDA. Current RDA 9.6.1.9 allows the term "Archangel" to be recorded to identify Michael and 9.19.1.6 allows the authorized access point to be "Michael (Archangel)." The term "Archangel" does not seem to identify a Nomen, which is a name, authorized access point, or identifier. However, "Michael (Archangel)" is a perfectly valid instance of Nomen: nomen string. A nomen string

may be used to represent a nomen when relating a nomen entity to another entity. That should mean that these are valid examples in new RDA:

> Michael (Archangel) *has related work of nomen* Beloved Archangel Michael speaks on the angelic host

Possible Solutions:

1) Provide instructions in the Use of Nomen Entity guidance chapter that allow for the use of nomen strings such as "Gabriel (Archangel)" to relate a Nomen to another RDA entity that would not be represented by nomen strings associated with that Nomen.
2) Explain in guidance that RDA provides instructions on using nomen strings to represent entities defined in RDA. The use of nomen strings to represent entities not defined in RDA is at the discretion of the cataloging agency.

Case #4: Real Animals (RDA 9.6.1.8 and 9.19.1.6 c)

This case involves individual animals that are named and generally believed to be real. Examples in this category include the gorilla Koko, the Cairn terrier Terry, and the Portuguese water dog Bo Obama. Excluded from the category are the following:

- animal fictitious characters like Beethoven from the movie *Beethoven* (a live action movie featuring a St. Bernard dog)
- real humans dressed in animal costumes like Swoop the Philadelphia Eagles mascot
- animals generally not believed to have lived (Argos, the dog of the Greek mythological figure Odysseus)
- animals not individually named (frogs used for sounds in an audio recording)

Animals that are not individually named are excluded because there is no reason or way to relate them individually to a WEMI entity. When animal noises are used in an audio recording, they function as sound effects like balloons popping.

Like Case #3, LRM considers these animals to be instances of the Res entity only. However, the solution presented for fictitious entities only partially works for animals.

Case #4a: Animal name as nomen string for human Agent

Sometimes an animal is presented as an Agent in a manifestation of a work like in the example in Figure 3. The manifestation seems to attribute Uggie as the creator of the work *Uggie*, an "autobiography" of the real dog. Like the Leslie Knope example, we may assume that a real human being is the actual creator. We may use the nomen string "Uggie" or "Uggie (Dog)" to represent the Agent.

This is a practical solution when there is only one bibliographic identity for the agent. However, if they hypothetical case of Jane Andrews of the *Pawnee* is used again here, it seems less desirable to show these relationships:

> 123 *has name of agent* Jane Andrews
> 123 *has name of agent* Uggie (Dog)
> Uggie (Dog) *is creator of work* Uggie
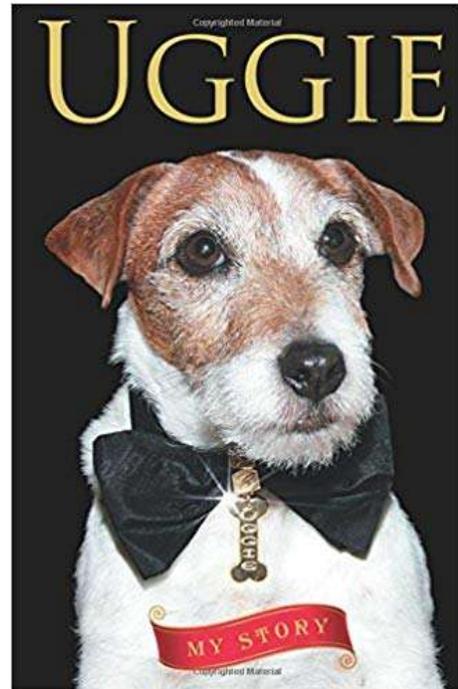> Jane Andrews *is creator of work* Guide to Parks and Recreation

These relationships are further problematic because the work *Uggie* is about the real dog Uggie. Again, It is a cataloging agency decision how far to present these relationships to users.

Figure 3 Cover of Uggie : My Story

In current RDA, the authorized access point for the work *Uggie* might be "Uggie (Dog). Uggie," combining the authorized access point for the "person" with the preferred title of work. Although this construction could still be allowed with the new RDA if the string "Uggie (Dog)" represents an Agent, libraries might not wish to continue this practice considering the already stated complications. RDA should explicitly allow works such as *Uggie* to be assigned an authorized access point without the access point for the creator for libraries wishing to avoid the problem of disambiguating the real human using the pseudonym Uggie from the real dog Uggie.

However, a library might still want to provide a variant access point "Uggie (Dog). Uggie," for its users so that flexibility is still needed.

Case #4b: Animal with non-agent, non-subject, relationship to Work, etc.

More problematic cases of animals presented as agents are demonstrated by examples like paintings attributed to the gorilla Koko. Some people would argue that Koko demonstrated sentience because she communicated through sign language at the level of a young human child, signed words like "sad" when her pet cat died, and created paintings that she assigned titles to. However, LRM excluded the possibility of animals as agents so research in animal cognition is irrelevant to the treatment of situations like Koko's paintings in RDA. Nonetheless, users might expect to explore relationships between Koko and those paintings the same way they could explore relationships between Jackson Pollack and his paintings.

Another example of this case is real, named animals appearing in motion pictures. Figure 4 shows the closing credits for the motion picture As Good As It Gets. The character of the dog "Verdell" is listed as played by Jill, a Brussels griffon. Library users may wish to see all the movies the dog Jill is in just as they might for all the movies in which the actress Helen Hunt has appeared. This is another legitimate "find" situation that libraries would want to account for in their catalogs.
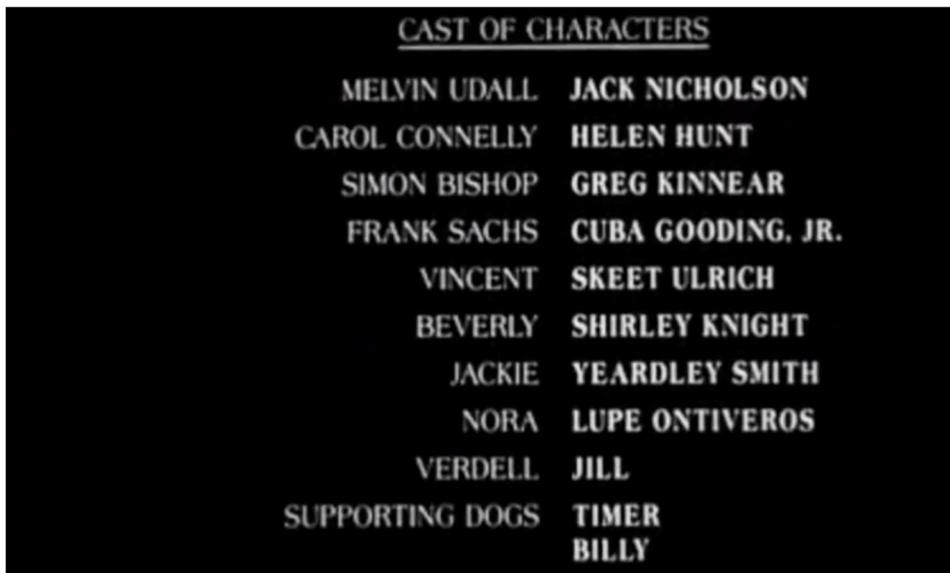

Figure 4 As Good As It Gets credits

LRM and associated documents provide no explicit solution to this real-world problem. 6JSC/Fictitious/1/CCC response said of animals: "CCC has sympathy with the desire to allow non-human real entities to be agents, for the very rare occasions when, for example, an animal actually participates in the creation of a work of art by willingly making paw prints on a canvas. It must be admitted that occurrences of these animals-as-agents would be very rare, and that there is usually a human behind the agency." CCC's response was clearly not considering the case of real animal performers, which is not uncommon in motion pictures and television shows, and has no human directly behind the agency. (There was probably an animal trainer for Jill helping the dog to perform. However, it is likely that the human actors in the film also had help with their performances from the film director.)

Like the Leslie Knope example, it is important for libraries to provide access to works, expression, etc. through these animals to serve their users. To do this, new RDA must provide for the nomen string associated with the animal to be related AS A NOMEN to the Work, Expression, etc., entities like this:

Koko (Gorilla) *has related work of nomen* Bird (Painting)
Jill (Brussels griffon) *has related expression of nomen* As Good As It Gets.   Three-dimensional moving image

Then cataloging agencies can determine for themselves whether to relate these nomen strings to other entities outside the scope of RDA. Although RDA cannot provide explicit instructions for recording

values like "Gorilla' as an element, there is not reason an agency cannot do so when identifying a non-RDA entity like an animal. All of these facts about Koko are accurate and therefore could be useful for agencies to record for the purposes of disambiguation this gorilla with anything else called "Koko":

- Koko was a gorilla
- Koko lived 1971-2018
- Koko was born in San Francisco, California, United States.

Possible Solutions:

1) Provide instructions in the Use of Nomen Entity guidance chapter that allow for the use of nomen strings such as "Koko (Gorilla)" to relate a Nomen to another RDA entity that would not be represented by nomen strings associated with that Nomen.
2) Explain in guidance that RDA provides instructions on using nomen strings to represent entities defined in RDA. The use of nomen strings to represent entities not defined in RDA is at the discretion of the cataloging agency.
3) Add an instruction to the existing section "Works of Unknown or Uncertain Origin" that allows agencies NOT to use the name of an animal as part of the authorized access point for a work.
4) Add an instruction allowing the use of a non-RDA entity as part of a variant in Work: variant access point for work element.

Case #5: Spirits (RDA 9.6.1.5 and 9.19.1.2.5)

Although this case has not often been explicitly mentioned with fictitious characters, animals, etc., it presents the same problem so it is discussed in this paper.

This case involves the spirits of human beings who once lived. Examples include Garland, Judy (Spirit), Blount, Harry, 1880–1913 (Spirit), Elijah (Biblical prophet) (Spirit). Excluded are beings that never existed in corporeal form like Gabriel (Archangel). Similar to Case #3, there are a considerable number of people who believe that spirits of dead humans are capable of communicating through mediums. Thus, possible solutions would be similar to those of Case #3.

As with previous examples, there is no problem with using "Garland, Judy (Spirit)" as a nomen string to represent an Agent, but it is problematic to record "Spirit" as an element for Agent as it can only accurately describe an entity outside of the new RDA.

Unlike Case #3, many agencies that used AACR2 and current RDA may have many existing records for spirit communications attributing the communication to a spirit. For example, "Garland, Judy (Spirit)" was attributed as the creator of the work *My life over the rainbow*. It seems likely that many mediums would not want to be attributed as the creator of a spirit communication and a library might not want seem to make a claim on the veracity of the medium's claim to communicate with a spirit so switching the access point for the spirit with that of the medium Lorna Smith is not a workable solution.

Possible Solutions:

Same as Case #3.

Agenda #134: Toolkit support for RDA application profiles

October 2018

An application profile is required for the effective and efficient use of the new RDA Toolkit.

Support for application profiles for the RDA elements has been under development for several years.

The last revision of the RDA Element analysis table is formatted with application profiles in mind.[4] The table was derived from a spreadsheet used in the development of the RDA vocabularies in the Registry.

There is an internal RSC document giving further information.[5]

What kinds of support should the new Toolkit offer for application profiles?

EURIG has volunteered to carry out a scoping study.

Gordon and Linda are working on proofs of concept.

Appendix 1 is the specification for the scoping study.

Appendix 2 contains screenshots showing how the original "core" elements can be specified as a simple application profile
Using the beta Toolkit bookmarks and notes facility,
As an external Google Doc with links to the Toolkit.[6]
As an external Google Sheet with links to the Toolkit.

Appendix 3 contains the complete Google Doc for core elements, downloaded as a Word document.

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[4] RDA elements. March 2017 (http://www.rda-rsc.org/sites/all/files/RSC-RDA-element-analysis-table-rev-5_3.pdf)
[5] The RDA elements and application profile(s)
[6] The doc is available in the shared Google Drive > 3R Project: RSC phase > Application profiles > Core > Core elements

Appendix 1: Application profiles and functionality of RDA Toolkit

Scoping study for RSC

This scoping study will inform the development of the new RDA Toolkit to support application profiles. Application profiles are essential for effective and efficient use of the Toolkit.

The contextual granularity of the new structure is at element level. An application profile will usually have the same granularity.

The data granularity is at recording method level within each element. An application profile may specify the methods that are optimal for data use in the application.

The instruction granularity is at optional instruction level. An application profile may specify the options that are required for the application.

The general guidance chapter for application profiles in the beta Toolkit gives basic information about application profiles.

Toolkit facilities

The following Toolkit features allow elements, recording methods, or instructions to be associated with an application profile.

Bookmarks

A user-supplied bookmark can be attached at a specific level of granularity as an "on" indicator.

Notes

A user-supplied notes mark is a bookmark with pop-up text.

User-supplied documents

A user-supplied document contains formatted text and links to elements, etc.

Policy statements

An agency-supplied policy statement contains formatted text aligned at a specific level of granularity

External documents

A URL for a specific level of granularity can be generated by the Toolkit for use in web-based documentation. This facility is scheduled for development by the end of 2018.

Related activity

The 3R Core team will develop a user-supplied document for original "core" elements, based on the element analysis table.

Topics for analysis and discussion

Are the current and planned facilities adequate for supporting application profiles? Are there gaps, or improvements that can be made?

Is the balance for private, public, and global distribution of user-supplied documentation correct?

Should the Toolkit support a hierarchy or cascade of application profiles from general to specific? Is there a case for a regional profile re-used in a national profile re-used in an institutional or resource-based profile?

Should the Toolkit supply specific application profiles for general use, such as "core", ISBD, or special materials?

Should application profiles be translated as part of a full translation, or ad hoc, etc.?

Should RSC and ALA Digital Reference provide additional documentation or training in developing and using application profiles?

Timescale

RSC will expect a report on progress for the public session on Wednesday 24 October 2018.

Appendix 2: Application profiles demo

Case: Original Toolkit "core" elements.

Toolkit notes

Note Title = element label
Note Folder = Core
Note Body = Single sentence assembled from core status, core condition, and core notes.

Bookmarks and Notes

Name	Access		
📁 Core		✏️	🗑️
📝 carrier type	👥 Local	✏️	🗑️
📝 content type	👥 Local	✏️	🗑️
📝 creator of work	👥 Local	✏️	🗑️
📝 date of birth	👥 Local	✏️	🗑️
📝 date of conference, etc.	👥 Local	✏️	🗑️
📝 date of death	👥 Local	✏️	🗑️
📝 date of establishment	👥 Local	✏️	🗑️
📝 date of expression	👥 Local	✏️	🗑️
📝 date of production	👥 Local	✏️	🗑️
📝 date of publication	👥 Local	✏️	🗑️
📝 date of termination	👥 Local	✏️	🗑️
📝 date of work	👥 Local	✏️	🗑️
📝 designation of edition	👥 Local	✏️	🗑️
📝 designation of named revision of edition	👥 Local	✏️	🗑️
📝 edition statement	👥 Local	✏️	🗑️

R | D | A TOOLKIT · Bookmarks and Notes · Documents

RDA Steering Commi...

ENTITIES ... RESOURCES

creator of

creator of work ✕

core: If there is more than one creator responsible for the work, only the creator having principal responsibility named first in resources embodying the work or in reference sources is required. If principal responsibility is not indicated, only the first-named creator is required.

Definition and Scope ✎

An agent who is responsible for a work.

A creator of work includes an agent who is jointly responsible for the creation of a work either by performing the same role as another agent, such as in a collaboration between two writers, or by performing a different role, such as in a collaboration between a composer and a lyricist.

👁 Element Reference

External documentation
Google Doc

Elements with core status

This list does not include elements from the original Toolkit that are now deprecated.

Category = core if: the status applies for specific conditions.
Category = core for: the status applies to specific kinds of entity.

RDA element	Category	Notes
carrier type	core	
content type	core	
creator of work	core	If there is more than one creator responsible for the work, only the creator having principal responsibility named first in resources embodying the work or in reference sources is required. If principal responsibility is not indicated, only the first-named creator is required.
date of birth	core	

https://beta.rdatoolkit.org/RDA.Web/Content?externalId=en-US_rda… – Change | Remove

date of establishment	core if	Needed to distinguish a corporate body from another corporate body with the same name. Date of establishment is a core element when needed to distinguish a corporate body from another corporate body with the

Google Sheet

RDA element	Category	Condition
carrier type	core	
content type	core	
creator of work	core	If there is more than one creator responsible for the work, only the creator having principal responsibility named first in resources embodying the work or in reference sources is required. If principal responsibility is not indicated, only the first-named creator is required.
date of birth	core	
date of conference, etc.	core	
date of death	core	

https://beta.r...date_of_birth ↗

Appendix 3: Core elements

This document lists elements in the new RDA Toolkit that were assigned "core" status in the original Toolkit.

Core status

The application of core status is explained in the Original Toolkit in RDA 0.6.2 to RDA 0.6.11:

The RDA core elements for describing resources were selected according to the FRBR assessment of the value of each attribute and relationship in supporting the following user tasks:

- identify and select a manifestation
- identify works and expressions embodied in a manifestation
- identify the creator or creators of a work.

The RDA core elements for describing entities associated with resources were selected according to the FRAD assessment of the value of each attribute and relationship in supporting the following user tasks:

- find an agent associated with a resource
- identify an agent.

The RDA core elements for recording subject relationships to entities were selected according to the FRSAD assessment of the value of each attribute and relationship in supporting the following user tasks:

- find one or more subjects and/or their appellations associated with a work
- identify a subject and/or its appellation
- explore relationships between subjects and/or their appellations.

Only one instance of a core element is required. Subsequent instances are optional.

As a minimum, a resource description for a work, expression, manifestation, or item should include all the core elements that are applicable and readily ascertainable. The description should also include any additional elements that are required in a particular case to differentiate the resource from one or more other resources with similar identifying information.

A description of an entity associated with a resource should include all the core elements that are applicable and readily ascertainable. The description should also include any additional elements that are required in a particular case to differentiate the entity from one or more other entities with the same name or title.

Elements with core status

There are two sub-categories of core status:

- core if: the status applies for specific conditions.
- core for: the status applies to specific kinds of entity.

This list does not include elements from the original Toolkit that are now deprecated.
Elements are grouped by entity.

RDA element	Category	Core condition	Condition notes
Corporate Body			
date of conference, etc.	core		
date of establishment	core if	Needed to distinguish a corporate body from another corporate body with the same name.	Date of establishment is a core element when needed to distinguish a corporate body from another corporate body with the same name.
date of termination	core if	Needed to distinguish a corporate body from another corporate body with the same name.	Date of termination is a core element when needed to distinguish a corporate body from another corporate body with the same name.
identifier for corporate body	core		
location of conference, etc.	core		
name of corporate body	core		Preferred name for the corporate body is a core element. Variant names for the corporate body are optional.
number of conference, etc.	core		
period of activity of corporate body	core if	Needed to distinguish a corporate body from another corporate body with the same name.	Period of activity of the corporate body is a core element when needed to distinguish a corporate body from another corporate body with the same name.
preferred name of corporate body	core		
related corporate body of corporate body	core for/if	For conferences, etc., if the institution's name provides better identification than the local place name or if the local place name is unknown or cannot be readily determined, or if the institution's name provides better identification than the local place name or if the local place name is unknown or cannot be readily determined, and it is needed to distinguish the corporate body from	Associated institution is a core element for conferences, etc., if the institution's name provides better identification than the local place name or if the local place name is unknown or cannot be readily determined. Associated institution is a core element for other corporate bodies if the institution's name provides better identification than the local place name or if the local place name is unknown or cannot be readily determined, and it is needed to distinguish the corporate

		another corporate body with the same name.	body from another corporate body with the same name.
related place of corporate body	core for/if	For conferences, etc. , or when needed to distinguish a corporate body from another corporate body with the same name.	Place associated with the corporate body is a core element for conferences, etc. . For other corporate bodies, place associated with the corporate body is a core element when needed to distinguish a corporate body from another corporate body with the same name.
related timespan of corporate body	core for/if	For a conference, etc., or when needed to distinguish a corporate body from another corporate body with the same name.	Date associated with the corporate body is a core element for a conference, etc. For other corporate bodies, date associated with the corporate body is a core element when needed to distinguish a corporate body from another corporate body with the same name.
Expression			
content type	core		
date of expression	core if	Needed to differentiate an expression of a work from another expression of the same work.	Date of expression is a core element when needed to differentiate an expression of a work from another expression of the same work.
identifier for expression	core		
language of expression	core		
other distinguishing characteristic of expression	core if	Needed to differentiate an expression of a work from another expression of the same work.	Other distinguishing characteristic of the expression is a core element when needed to differentiate an expression of a work from another expression of the same work.
scale	core		
Family			
identifier for family	core		
name of family	core		Preferred name for the family is a core element. Variant

			names for the family are optional.
preferred name of family	core		
prominent member of family	core if	Needed to distinguish a family from another family with the same name.	The name of a prominent member of the family is a core element when needed to distinguish a family from another family with the same name.
related place of family	core if	Needed to distinguish a family from another family with the same name.	A place associated with the family is a core element when needed to distinguish a family from another family with the same name.
related timespan of family	core		
type of family	core		
Manifestation			
carrier type	core		
date of production	core for	Resources issued in an unpublished form.	Date of production is a core element for resources issued in an unpublished form. If the date of production appears on the source of information in more than one calendar, only the date in the calendar preferred by the agency preparing the description is required.
date of publication	core for	Published resources.	If the date of publication appears on the source of information in more than one calendar, only the date in the calendar preferred by the agency preparing the description is required.
designation of edition	core		
designation of named revision of edition	core		
edition statement	core		Designation of edition and designation of a named revision of an edition are core elements. Other sub-elements of edition statements are optional.
expression manifested	core	Expression manifested is a core element if	

		there is more than one expression of the work manifested. If more than one expression is embodied in the manifestation, only the predominant or first-named expression manifested is required.	
extent of manifestation	core if	The resource is complete or if the total extent is known.	Extent is a core element only if the resource is complete or if the total extent is known. Record subunits only if readily ascertainable and considered important for identification or selection.
first alphanumeric designation of sequence	core		First alphanumeric designation of sequence for the first or only sequence is a core element.
first chronological designation of sequence	core		First chronological designation of sequence for the first or only sequence is a core element.
identifier for manifestation	core		If there is more than one identifier for the manifestation, prefer an internationally recognized identifier, if applicable. Additional identifiers for the manifestation are optional.
last alphanumeric designation of sequence	core		Last alphanumeric designation of sequence for the last or only sequence is a core element.
last chronological designation sequence	core		Last chronological designation of sequence for the last or only sequence is a core element.
name of publisher	core for	Published resources.	If more than one publisher's name appears on the source of information, only the first recorded is required.
numbering of serials	core		Core elements are numeric and/or alphabetic designation

			of first issue or part of sequence, chronological designation of first issue or part of sequence, numeric and/or alphabetic designation of last issue or part of sequence, and chronological designation of last issue or part of sequence. Other numbering is optional.
numbering within series	core		
numbering within subseries	core		
place of publication	core for	Published resources.	If more than one place of publication appears on the source of information, only the first recorded is required.
production statement	core		Date of production is a core element for resources issued in an unpublished form. Other sub-elements of production statements are optional.
publication statement	core for	Published resources.	Place of publication, publisher's name, and date of publication are core elements for published resources. Other sub-elements of publication statements are optional.
series statement	core		Core elements are title proper of series, numbering within series, title proper of subseries, and numbering within subseries. Other sub-elements of series statements are optional.
statement of responsibility	core		Statement of responsibility relating to title proper is a core element (if more than one, only the first recorded is required). Other statements of responsibility are optional.
statement of responsibility relating to title proper	core		If more than one statement of responsibility relating to title proper appears on the source of information, only the first recorded is required.

title of manifestation	core		The title proper is a core element. Other titles are optional.
title proper	core		
title proper of series	core		
title proper of subseries	core		
work manifested	core	If more than one work is embodied in the manifestation, only the predominant or first-named work manifested is required.	
Person			
date of birth	core		
date of death	core		
fuller form of name	core if	Needed to distinguish a person from another person with the same name.	A fuller form of name is a core element when needed to distinguish a person from another person with the same name.
identifier for person	core		
name of person	core		
period of activity of person	core if	Needed to distinguish a person from another person with the same name.	Period of activity of the person is a core element when needed to distinguish a person from another person with the same name.
preferred name of person	core		
profession or occupation	core for/if	For a person whose name consists of a phrase or appellation not conveying the idea of a person, or when needed to distinguish a person from another person with the same name.	Profession or occupation is a core element for a person whose name consists of a phrase or appellation not conveying the idea of a person. For other persons, profession or occupation is a core element when needed to distinguish a person from another person with the same name.
related timespan of person	core		Date of birth and date of death are core elements. Period of activity of the person is a core element only when needed to distinguish a

			person from another person with the same name.
term of rank, honour, or office	core if	It is a word or phrase indicative of royalty, nobility, or ecclesiastical rank or office, or a term of address for a person of religious vocation, or when needed to distinguish a person from another person with the same name.	Title of the person is a core element when it is a word or phrase indicative of royalty, nobility, or ecclesiastical rank or office, or a term of address for a person of religious vocation. Any other term indicative of rank, honour, or office is a core element when needed to distinguish a person from another person with the same name.
Work			
creator of work	core	If there is more than one creator responsible for the work, only the creator having principal responsibility named first in resources embodying the work or in reference sources is required. If principal responsibility is not indicated, only the first-named creator is required.	
date of work	core if	Needed to identify a treaty or to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.	Date of work is a core element to identify a treaty. Date of work is also a core element when needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.
form of work	core if	Needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.	Form of work is a core element when needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.
identifier for work	core		

key of representative expression	core if	Needed to differentiate a musical work from another work with the same title or when identifying a musical work with a title that is not distinctive.	Key is a core element when needed to differentiate a musical work from another work with the same title. It may also be a core element when identifying a musical work with a title that is not distinctive.
medium of performance of representative expression	core if	Needed to differentiate a musical work from another work with the same title or when identifying a musical work with a title that is not distinctive.	Medium of performance is a core element when needed to differentiate a musical work from another work with the same title. It may also be a core element when identifying a musical work with a title that is not distinctive.
numeric designation of musical work	core if	Needed to differentiate a musical work from another work with the same title or when identifying a musical work with a title that is not distinctive.	Numeric designation is a core element when needed to differentiate a musical work from another work with the same title. It may also be a core element when identifying a musical work with a title that is not distinctive.
other distinguishing characteristic of work	core if	Needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.	Other distinguishing characteristic of the work is a core element when needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.
place of origin of work	core if	Needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.	Place of origin of the work is a core element when needed to differentiate a work from another work with the same title or from the name of a person, family, or corporate body.
preferred title of work	core		
related agent of work	core	Other person, family, or corporate body associated with a work is a core element if the access point representing that	

		person, family, or corporate body is used to construct the authorized access point representing the work.	
subject	core		
title of work	core		Preferred title for the work is a core element. Variant titles for the work are optional.