

MINUTES OF APRIL 2021 MEETING
RDA Steering Committee
Asynchronous Meeting
12-15 April 2021

Attending: Linda Barnhart, RSC Secretary
Renate Behrens, Europe representative
Thomas Brenndorfer, North America representative
Ahava Cohen, Europe back-up representative
Kathy Glennan, RSC Chair
James Hennelly, Director, ALA Digital Reference
Damian Iseminger, Technical Team Liaison Officer
Ebe Kartus, Wider Community Engagement Officer
Honor Moody, RDA Examples Editor
Daniel Paradis, Translations Team Liaison Officer
Melissa Parent, Oceania representative

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Executive Session

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RDA Discussion Topics

275 Technical Working Group terms of reference review

275.1 The RSC reviewed the terms of reference for the Technical Working Group. The [draft](#) combined the earlier Terms of Reference and the Membership and Tasks documents into one, following the pattern set by the Application Profiles Working Group. The membership of the Technical Working Group was approved by the RSC in 2020, with each person appointed to a two-year term, so the RSC did not re-confirm these appointments nor seek additional members. The RSC unanimously approved the draft as amended by RSC members.

ACTION ITEM: Barnhart will finalize the document, share it with the Technical Working Group Chair and RSC Chair for approval, and post it on the RSC website.

276 Translations Working Group terms of reference review

276.1 The RSC reviewed the terms of reference for the Translations Working Group. The [draft](#) combined the earlier Terms of Reference and the Membership and Tasks documents into one. The membership of the Translations Working Group is different from other working groups, as members are appointed by their language community. The RSC unanimously approved the draft as amended by Translations Working Group Chair Daniel Paradis.

ACTION ITEM: Barnhart will finalize the document, share it with the Translations Working Group Chair and RSC Chair for approval, and post it on the RSC website.

RSC Administrative Topics

277 Review of previous action items

278 New business

279 Review of meeting 2021 April

Approved by the RSC
28 May 2021

Appendix to the Restricted Minutes

Agenda item 273: Wider Community Engagement Officer application form

Agenda item 273: Wider Community Engagement Officer draft recruitment announcement

Appendix to the Public Minutes

Agenda item 275: Technical Working Group: Terms of reference, 2021 membership and tasks draft

DRAFT

To: RDA Steering Committee

From: Kathy Glennan, Chair, RSC

Subject: Technical Working Group: Terms of reference, 2021 membership and tasks

This document sets out the members, terms of reference, and specific tasks for the Technical Working Group.

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- 3 [Charge \(duties and responsibilities\)](#)
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1 General terms of reference

The Technical Working Group will conduct its business within the general terms of reference for RSC Working Groups (see [RSC/Operations/3](#)).

This is a standing Working Group. The chair is a voting member of the RDA Steering Committee (RSC), serving as the Technical Team Liaison Officer.

2 Background

The RSC develops *RDA: Resource Description and Access* for international use with a range of encoding schemes typically employed in library and related applications. The underlying domain model is based on the IFLA Library Reference Model (LRM) conceptual model. In addition, the [RDA/ONIX Framework for Resource Categorization](#) is used to derive content and carrier categories specified in RDA.

Metadata produced using RDA must be well-formed and able to meet the needs of applications operating in a variety of implementation scenarios. The number of RDA applications is

increasing as a result of the success of RDA, requiring the RSC to further develop the substructures between the underlying models and functional requirements of RDA.

The technical standards environment of RDA is also developing, and the RSC needs to monitor potential impact of changes.

3 Charge (duties and responsibilities)

The Group is charged to:

- Assist the RSC in developing RDA in technical areas such as models, structures, semantics, and standards.
- Assist ALA Publishing in developing and maintaining the RDA Registry.
- Assure technical conformance with the RDA ontology as requested by communities and users

4 Membership

- Damian Iseminger (Chair and Technical Team Liaison Officer; Library of Congress, USA)
- John Attig (Pennsylvania, USA)
- Ben Chadwick (Education Services Australia)
- Gordon Dunsire (Edinburgh, Scotland)
- Deborah Fritz (TMQ, USA)
- Sarah Hartmann (Deutsche Nationalbibliothek)
- Szabina Ilácsa (National Széchényi Library, Hungary)
- Ebe Kartus (Wider Community Engagement Officer) (ex officio)
- Honor Moody (RDA Examples Editor) (ex officio)
- Ricardo Santos Muñoz (Biblioteca Nacional de España)

5 Tasks

1. Support the work of the RSC and provide expert advice.
2. For change proposals made to the RSC:
 - a. Ensure that the proposed change conforms to the RDA/LRM ontology.
 - b. Ensure that the proposed change does not introduce redundancy in the RDA ontology.
 - c. Advise on generalizing the technical context of a proposed change: can the change be broadened to benefit other areas?
3. Liaise with the Application Profiles Working Group.
4. Liaise with the Dev Team.
5. Monitor the changes to the ISSN standard and advise on the technical effects on RDA.
6. Monitor the changes to the ISBD standard and advise on the technical effects on RDA.

7. Monitor linked data ontologies in other cultural heritage institutions.
8. Coordinate and maintain mappings and alignments between RDA elements and
 - a. MARC 21
 - b. UNIMARC
 - c. Dublin Core
 - d. ISBD namespaces
 - e. BIBFRAME
 - f. Wikidata
9. Prepare the conformance checklist.
10. Investigate and report on modelling of collections of items (including curator agent of work element proposal from NARDAC).
11. Prepare discussion paper on performance aggregates.
12. Initiate expression excerpts modelling review.
13. Participate in the review of modelling extent (working with the new task-and-finish working group).
14. Develop RDA Ontology metadata vocabulary.

Agenda item 276: Translations Working Group: Terms of reference, 2021 membership and tasks draft

DRAFT

To: RDA Steering Committee

From: Kathy Glennan, Chair, RSC

Subject: Translations Working Group: Terms of reference, 2021 membership and tasks

This document sets out the members, terms of reference, and specific tasks for the Translations Working Group.

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1 General terms of reference

The Translations Working Group will conduct its business within the general terms of reference for RSC Working Groups (see [RSC/Operations/3](#)).

This is a standing Working Group. The chair is a voting member of the RDA Steering Committee (RSC), serving as the Translations Team Liaison Officer.

2 Background

The RSC develops *RDA: Resource Description and Access* for international use with the range of encoding schemes typically employed in library and related applications. RDA uses controlled vocabularies to support resource discovery and is intended to cover all types of content and media. RDA instructions and guidance are published in RDA Toolkit.

The original language of RDA is English.

A full translation of RDA is one where instructions and guidance are translated in addition to RDA Reference metadata (element sets and value vocabularies) found in the RDA Registry. Full translations are often incorporated into RDA Toolkit to provide a choice of languages for users. Sometimes a full translation is not distributed in RDA Toolkit because other distribution methods are used.

Partial translations of RDA are also made. They are usually confined to translations of RDA Reference (element sets and value vocabularies). Partial translations are part of the RDA Registry but are not added to RDA Toolkit. The RSC wishes to include as many translations as possible in the RDA Registry, whether they come from whole or partial translations of RDA.

The RSC has established this standing working group to provide expertise and to assist with the development of RDA and its translations. This is, in a sense, a non-traditional working group, as the membership is essentially all *ex officio* and the working group is their primary communication channel with each other. Membership is fluid, with people added as translations are added.

3 Charge (duties and responsibilities)

The Translations Working Group is charged to:

- Support and advise the RSC in the development of RDA for non-Anglophone communities.

4 Membership

- Daniel Paradis (Chair and Translations Team Liaison Officer; Bibliothèque et Archives nationales du Québec, and for French translation)

- Maria Aslanidi (for Greek partial translation)
- Linda Barnhart (RSC Secretary, ex officio)
- Carlo Bianchini (for Italian translation)
- Cinzia Bufalino (for German translation)
- Anders Cato (for Danish partial translation)
- Ida Conesa Sanz (for Catalan translation)
- Dancs Szabolcs (for Hungarian translation)
- Kathy Glennan (RSC Chair, ex officio)
- Frank Haugen (for Norwegian translation)
- James Hennelly (Director, ALA Digital Reference)
- Damian Iseminger (Technical Team Liaison Officer, ex officio)
- Honor Moody (RDA Examples Editor, ex officio)
- Rania Osman (for Arabic translation)
- Daniel Paradis (for French translation)
- Octavio Rojas (for Spanish translation)
- Peter Schouten (for Dutch partial translation)
- Marja-Liisa Seppälä (for Finnish translation)

5 Tasks

1. Support the work of the RSC and provide expert advice on issues involving translations of RDA.
2. Assist with implementation of Trados software and with developing more efficient translation workflow processes.
3. Produce recommendations for developing and refining processes for the translation of RDA.
4. Identify areas of the RDA English text which can be developed to improve clarity for international users.
5. Identify areas in which the presentation of translations on Toolkit can be improved as well as areas for improvement in the authoring tools and production process.
6. Test the functionality of the RDA Registry for managing multi-lingual vocabularies.
7. Liaise with the RDA Development Team on translations of RDA Reference and the RDA Registry.
8. Identify new sources of partial or full RDA translations.