



**IFLA Committee on Standards**  
**WLIC 2015, Cape Town**

**Meeting 1: Saturday 15 August (12:30 – 15:00) - Foyer Audit 1**  
**Meeting 2: Thursday 20 August (13:15 – 14:45) – Room 2.44-2.46**

## **Approved Minutes**

### **Members in attendance:**

#### **2013 – 2015 membership**

**Chair of meeting 1:** Patrice Landry. **Members:** Division I: Jan Richards; Division II: Frederick Zarndt; Division IV: Marian Koren (meeting 1 only); Division V: Abraham Azubuiké; CDNL representative: Anita Goldberga (meeting 1 only); GB representative: Clara Chu (meeting 1 only).

#### **2015 – 2017 membership**

**Chair of meeting 2:** Jan Richards. **Members:** Abraham Azubuiké; Diane Beattie (meeting 2 only), Dianne Oberg (meeting 2 only), Miriam Säfström; CDNL representative: Ulrike Junger; GB representative: not yet appointed.

**Non-voting:** FRBR: Chris Oliver; ISBD: Mirna Willer; LIDATEC: Lars Svensson.

**HQ staff support:** Joanne Yeomans; Jennefer Nicholson briefly attended the first meeting.

### **Others also in attendance:**

Julianne Beall (meeting 2 only), Gaëlle Bequet, Gordon Dunsire, Monserrat Espuga (meeting 1 only), Agnese Galeffi, Massimo Gentili-Tedeschi, John Hostage (meeting 1 only), Jean Kanengoni (meeting 2 only), Dorothy McGarry, George Prager (meeting 1 only), Pat Riva (meeting 2 only), Sandy Roe (meeting 1 only), Ulla Wimmer.

### **Apologies:**

**2013 – 2015 membership:** Division III: Anders Cato; Permanent UNIMARC Committee Chair: Maria Inês Cordeiro.

#### **2015 – 2017 membership**

Christie Koontz, Paola Manoni (also ISO TC 46 representative).

**Others:** ISBN Board representative: Neil Wilson; CEN/TC 346 - European Committee for Standardization's Technical Committee - Conservation of Cultural Heritage: Danielle Mincio.

## **Meeting 1**

Patrice Landry opened the meeting and welcomed all those present. The minutes of the meeting in Lyon in 2014 were approved; they are on the committee's web pages:

<http://www.ifla.org/standards-committee/meetings>

## **1. Matters arising since 80<sup>th</sup> WLIC Lyon**

### **1.1 Revised Terms of reference**

Following the planned review of the Committee and consultation in 2015 some adjustments have been made to the membership composition and terms of reference. As there is a demonstrated continuing need for the Committee, the Governing Board (GB) has decided to prolong the Committee for another four years with another review indicated for 2019.

### **1.2 Draft standards and standards proposal evaluation**

The Committee launched in 2013 a Standards Manual and associated development procedure. These have guided seven sections starting or completing the process of writing or revising a standard. A summary of the standards in progress is now included on the Committee's web page: <http://www.ifla.org/node/9609>. Following two years of usage, the Committee has decided it is time to perform an initial review of the manual and procedure.

**Action: Mirna Willer to submit the "Guidelines for translations of the IFLA ISBD namespace in RDF" to the Professional Committee for approval.**

**Action: Working group of the Standards Committee to assess both the IFLA Standards Procedures Manual and associated procedures and make proposals for revision.**

### **1.3 Open session program WLIC 2015 Cape Town**

The Satellite Meeting originally planned had to be cancelled as other priorities took precedence, however, the main item (namely the analysis of the use of IFLA Standards) will be presented during the WLIC open session. The open session's programme has been selected to reflect the varied activities connected with IFLA standards.

## **2. Identification of 2015 – 2017 LIDATEC liaison representative**

The Linked Data Technical Sub-committee (LIDATEC) should include a direct representative of the Committee on Standards. Lars Svensson, Chair of LIDATEC, explained that it is not necessary to have someone who is a linked data specialist or has technical knowledge, but rather someone with a firm knowledge of the use of library standards and how to promote them, and who can keep the sub-committee on track and ensure a good dialogue between the committees.

Abraham Azubuiké was nominated as liaison representative to the LIDATEC sub-committee.

**Action: Abraham Azubuiké to attend the meeting of LIDATEC on Wednesday 15:00 – 17:00 in room 1.63/1.64 and future meetings of the sub-committee as liaison representative from the Standards Committee.**

## **3. Reports**

### **3.1 Report from FRBR**

Chris Oliver, incoming Chair of the FRBR Review Group, reported on progress. There are two aims.

First, a consolidation of the three models (FRBR, FRAD and FRSAD). The Consolidation Editorial Group (CEG) has moved this forward very rapidly and so the group is very advanced on this. They will meet in early October to finalise and then are aiming to go for a worldwide review in 2016 and assume there will be no major change in direction. The report on FRBR CEG from Pat Riva, Chair of the CEG, is online:

<http://www.ifla.org/files/assets/standards-committee/meetings/standards-committee-2015-08-15-frbr-mid-year-report.pdf>

Second, to have version 2 of FRBROo (object oriented) approved as an IFLA standard. Version 1.0 was completed in 2009. Both versions of FRBROo were developed in conjunction with the museum community (IFLA's FRBR Review Group working with ICOM's CIDOC Special Interest Group). FRBROo is designed as an extension of the CIDOC Conceptual Reference Model and so any changes to FRBROo must be discussed with both communities. CIDOC CRM is a well-developed model, so working with them, despite slowing down the process, will enable library data to be compatible with museum data, which is good for interoperability. Version 1 was an object-oriented interpretation of FRBR, version 2 is an object-oriented interpretation of the three original models, FRBR, FRAD, FRSAD. It was decided last year to take FRBROo version 2 through the worldwide review and IFLA standards approval process. Before going out for review, the museum community suggested some further changes leading to version 2.2. The review was held during the spring of 2015. Comments from the worldwide review are now being compiled. In parallel, an extension of FRBROo for continuing resources, PRESSoo, (introduced during the 2013 WLIC in Singapore) also went through worldwide review and will be taken through the approval process to become an IFLA standard. The Review Group hope that these will be ready for the Standards Committee to review in 2016.

See [http://www.ifla.org/files/assets/cataloguing/frbrg/activities\\_2014-15.pdf](http://www.ifla.org/files/assets/cataloguing/frbrg/activities_2014-15.pdf) for more details of the FRBR Review Group activities during the past year.

### **3.2 Report from ISBD**

Mirna Willer, outgoing Chair of the ISBD Review Group, reported on the work of the group.

A consolidated version of ISBD was published in 2011 and the group has started discussions about a revision in 2016, five years later. The results of the survey of the use of ISBD carried out in 2014 and finalized in 2015 will be compiled for discussion with the Cataloguing Section on how to proceed with the revision process and an extra meeting has been arranged during the WLIC for this discussion. The Bibliography Section will also be consulted. Progress in these discussions will be reported back to the Standards Committee.

The focus of work for the next year is in two directions – first to look into linked data, and second, FRBR compliance.

Regarding linked data, the ISBD linked data study group has been established: <http://www.ifla.org/node/1795>. In June/July 2015 the unconstrained elements were published in the Open Metadata Registry. Mappings between ISBD and FRBR, RDA and RDA Onix have been completed and published.

Regarding the second direction, whether ISBD can be expressed in the language of FRBR, the work was started last year on ISBD to FRBR mapping and they will wait for the consolidated FRBR model to be completed to see whether certain things would need to be changed.

Gaëlle Bequet reported that the ISSN manual was released in January 2015 and the ISSN standard will be revised in 2016. Work will start on the revision in October at the ISSN Directors meeting and ISSN Review Group meeting in Belgrade, so it will be important to coordinate. There is no longer an ISBD representative on the ISSN so Mirna and Gaëlle will discuss a replacement.

**Action: Mirna Willer to report to HQ the name of the ISBD representative to the ISSN.**

A member of the Standards Committee asked how the ISBD group sees the future of ISBD in relation to the increasing uptake of RDA.

The following points were raised and discussed:

Mappings between ISBD and RDA have already been made and each has its strengths and purposes. Increasing use of RDA raises the question of whether ISBD should be developed as a basis for using RDA or developed as it is. The value of any effort must be balanced against the resources available (both financial and volunteer availability). The IFLA Governing Board is not comprised of members with expertise in this area and they need to be made aware of issues that exist, so decisions will not be taken by them without input and advice from the community. As with the work of the former Namespaces Group, by making the ISBD and FRBR groups and their work more visible and understood by the Governing Board, decisions can more easily be made to support the work.

IFLA's relationship and collaboration with external groups could be developed and is on the list of items the Standards Committee will take forward, with some perhaps delegated to LIDATEC, for example, with W3C. Important liaison relationships already exist for various areas of work in ISO and for ISBN. The effort required is not taken for granted. IFLA's standards are freely available which helps improve uptake but the absence of revenue means that supporting structures will always be made up of volunteer effort. Each standard-issuing body has its own niche but there are benefits for all in working together.

Patrice Landry pointed out that in his analysis of download statistics, FRBR and ISBD account for about 20% of all downloads in the last two years over a total of about 46 IFLA standards. This indicates widespread use but to understand what kind of use is being made (whether translations or use of the standard itself) there needs to be further investigation. He suggested

that a multi-group task force be set up to collect and analyse this information for presentation to the Governing Board.

Before leaving the meeting, Jennefer Nicholson thanked the Committee on Standards and outgoing Chair, Patrice Landry. The idea for the Committee was first proposed to the Governing Board whilst Patrice Landry was Chair of the Professional Committee and the GB recognized the importance of building the Committee to bring together this work. She thanked Patrice on behalf of the GB and HQ for his work saying he had more than fulfilled the brief that the GB had given him and it was thanks also to everyone present that the work had been successful.

### **3.3 Report from Permanent UNIMARC Committee (PUC)**

Maria Inês Cordeiro had sent apologies. No report was received.

#### **4. Review of IFLA Review/Working/Task Groups – governance and structure of ISBD and FRBR**

Following the completion of the review of the Namespaces Technical group resulting in the formation of LIDATEC, the Committee will start the review of the ISBD and FRBR groups. The Governing Board has been reviewing its Strategic Programmes and so asked the Committee to also include UNIMARC in its review. The review should encompass the purpose, structure, membership and functioning of the groups, including their financial and other resource requirements, visibility and reporting within the IFLA structure, and long-term projections for the groups.

As he had already laid some foundations for this work whilst Chair, Jan Richards asked Patrice Landry if he would continue working on this and produce the initial report for the Committee. He assured the Cataloguing Section that he would work with them on this review.

**Action: Patrice Landry to produce initial review report on ISBD, FRBR and UNIMARC.**

#### **5. IFLA standards procedures manual – revision.**

The Committee agreed that the procedures manual needs revising and that particularly the Sections that have used the manual will be consulted for their views on the manual and the procedures.

#### **6. Relationships with relevant external bodies**

##### **6.1 ISO TC/46**

Paola Manoni, who had sent apologies, submitted a report of the annual meeting in Beijing, 1-5 June 2015:

<http://www.ifla.org/files/assets/standards-committee/meetings/standards-committee-2015-08-15-20-iso-tc46-2015-report.pdf>

##### **6.2 ISBN**

Neil Wilson, who had sent apologies, submitted a report of the ISBN Board Meeting, April 2015: <http://www.ifla.org/files/assets/standards-committee/meetings/standards-committee-2015-08-15-isbn-board-meeting-summary.pdf>

### **Any Other Business**

- 1) Frederick Zarndt alerted the Committee that he and Patrice Landry will meet with members of the Law Libraries Section to discuss a question about digital authentication of primary government and legal resources (how to tell if a document is official or not).
- 2) Mirna Willer asked if LIDATEC was now taking care of bibliographic standards issues in place of the IT Section which historically had been involved in this issue. Lars Svensson is Chair of both IT and LIDATEC so explained that the Section was now focusing on the take-up of new IT trends in the library community whereas LIDATEC would indeed be responsible for the technical issues regarding bibliographic standards. As he is on both committees it was easy to link IT with LIDATEC at present but this may need a more explicit solution in future.
- 3) Miriam Säfstrom reported that the Cataloguing and Bibliography Committees would like to ask if LIDATEC would be taking responsibility for MuldiCat. Patrice was aware of the proposal but did not have an answer just yet.

The first meeting was closed.

## **Meeting 2**

Jan Richards opened the second meeting of the Committee and welcomed the new members and other observers.

### **1. Report from LIDATEC first meeting**

Lars Svensson, Chair, reported that the meeting had been long and detailed so he focused on the main outcome. An action plan for the sub-committee will be drafted in September. The sub-committee's top priority will be to look at a stable infrastructure for the procedures and processes for the translation, updating and general lifecycle of the IFLA standards that go into namespaces, for the Standards Committee to discuss in October in order to produce a report for the Governing Board by mid-November.

### **2. CoS Open programme**

Approximately 300 people attended the Committee's open session and the papers delivered were extremely interesting and should be promoted for wider reading after the Congress.

### **3. Work plan 2015-2016**

The following were identified as priorities for work for the Committee:

- 1) Review of Procedures Manual

- 2) Audit and identification of updates to IFLA standards.
- 3) Downloads of IFLA standards: analysis of data by a task group
- 4) Review of FRBR and ISBD Review Groups
- 5) Organising IFLA standards in the IFLA Library
- 6) Liaison with other standards organisations
- 7) Define open programme for WLIC 2016 in Columbus.
- 8) Investigate status of MulDiCat

These will be detailed further in a separate action plan.

#### **4. CoS open programme WLIC 2016**

Some ideas were proposed for the open programme for WLIC 2016:

- Case studies on use of IFLA guidelines, how revisions are being carried out, and summary of overall usage of standards from the Committee. This ties in with the Committee's workplan activities.
- Exposing library metadata to the WWW search engines.
- General overview of IFLA standards, which kind of standards they are, which are too old. Include an explanation of the function of the committee.
- Once SurveyGizmo is available, we might run a survey on standards use maybe for a programme in 2017.

#### **5. Planning for Skype call(s) during the year.**

The Committee agreed to rely on Basecamp and email for the majority of communication during the year. Small working groups might use Skype but it has not proved to be very successful for bigger groups and the time zones of the Committee members will make it difficult to schedule convenient times.

#### **6. Any Other Business**

Updates from other events since the first meeting of the Committee:

- Cataloguing Section has decided to form a PRESoo Review Group and would welcome anyone else interested in taking part in maintenance of PRESoo to join.
- A Skype presentation was set up at the last minute with a staff member from Wikipedia to discuss how IFLA and Wikipedia might work together in future. As the room where this was arranged was small, participants were limited. Patrice Landry represented the Standards Committee and there was a short discussion on how IFLA standards might be better profiled in Wikipedia. Stuart Hamilton will follow up on this meeting and Jan Richards is informed to be able to take this forward.
- In May 2015 the Standards Committee endorsed the Metropolitan Libraries proposal for Guidelines for Statistical Reporting for Public Libraries. Patrice Landry, who is now on the Statistics Section Standing Committee, met with them to talk further about this.

The meeting was closed by Jan Richards.