

To: Joint Steering Committee for Development of RDA

From: Bill Leonard, Canadian Committee on Cataloguing Representative

Subject: Recording the Fuller Form of Name (9.5.1.1)

**Abstract:** This proposal recommends adding specificity to the scope of the basic instruction on recording fuller forms of names and the corresponding glossary entry in order to encompass conventional practices.

### **Justification**

This proposal resulted from the JSC responses to a 2014 CCC fast track suggestion. The comments from JSC at that time indicated that further discussion was desired to include more possible situations.

The objective of responsiveness to user needs (RDA 0.4.2.1) can justify this change assuming that users expect to see the complete known names given in the Fuller Form of Name element. The functional principle of Representation (RDA 1.2) can also help to justify the representation of the complete, known names of a person. Recording the fuller forms of the complete group of forenames serves both representation and identification of the entity.

### **Issues requiring resolution**

A strict reading of 9.5.1.1 excludes application of four possible situations.

A. The inclusion in the Fuller Form of Name element of all parts of a name (given names appellations, nicknames, sobriquets), not just those that are abbreviated or initialized in the preferred name.

B. The inclusion in the fuller form of name element of names represented in the preferred name by a nickname, appellation or sobriquet. Being neither initialisms nor abbreviations, nicknames, appellations or sobriquets are not currently included in the scope of Fuller Form of Name. The word “appellation” was preferred in this proposal but all three words could be used.

C. When the fuller form of part of a name is not known, it is still desirable to represent the complete set of names in the Fuller Form of Name element. The fuller form of name element could contain an initialisms or abbreviation, if that is the most complete information known.

D. The word “or” separating the two parts of the scope and definition excludes a situation involving both an initialism or abbreviation and a name not represented in the preferred.

This proposal intends:

- to make a slight adjustment to clearly allow recording multiple parts of a name in the element and thereby allow recording the complete set of given name elements, including appellations, nicknames and sobriquets, and not including elements that are part of the family name;
- to add wording to include appellations, nicknames or shortened versions of names, additional explanations at 9.5.1.1 to address these situations. It is customary practice in some languages to shorten a name up to the first vowel. In French forenames are abbreviated as follows:  
Chr. – Christian  
Ch. – Charles  
Th. – Thérèse
- to make a slight adjustment to allow combinations of these situations.

Also, the definition of Fuller Form of Name will be aligned with the scope at RDA 9.5.1.1.

### **Impact of the revisions**

The proposed revisions will align with conventional assumptions of what the fuller form of name element includes. The following examples illustrate the difficulties raised by the strict application of the scope statement at 9.5.1.1.

#### **Example #1 (multiple names)**

Complete known name:	Merrilee Rose Green
Author’s usage:	Merrilee Green
Preferred form of name:	Green, Merrilee
Fuller form of name according to RDA:	Rose
Proposed revised fuller form of name:	Merrilee Rose

The proposed changes will allow the inclusion of the first name, Merrilee, in the fuller form of name element.

**Example #2 (appellation and multiple names)**

Complete known name: William Robert White  
Author's usage: Bob White  
Preferred form of name: White, Bob  
Fuller form of name according to RDA: Robert  
Proposed revised fuller form of name : William Robert

The proposed changes will allow the inclusion of the full name, Robert, represented in the preferred name by the nickname, Bob, as well as the inclusion of the first known name, William which was not included in the author's usage.

**Example #3 (multiple fuller names not used by author)**

Complete known name: Elizabeth Ann Alice Smith  
Author's usage: E. Smith  
Preferred form of name: Smith, E.  
Fuller form of name according to RDA: Elizabeth  
Proposed revised fuller form of name : Elizabeth Ann Alice

The proposed changes will allow the inclusion of the complete group of known names in the fuller form of name element.

**Example #4 (full form of abbreviation not known)**

Complete known name: Frederick M. Brown  
Author's usage: F. Brown  
Preferred form of name: Brown, F.  
Fuller form of name according to RDA: Frederick  
Proposed revised fuller form of name: Frederick M.

The proposed changes will allow the inclusion of the initial M., in the fuller form of name element. This is consistent with conventional practice to include all known names.

**Change #1: Recommended revisions for 9.5.1.1**

Marked-up version:


9.5 Fuller Form of Name

**CORE ELEMENT**

*A fuller form of name is a core element when needed to distinguish a person from another person with the same name.*

9.5.1 Basic Instructions on Recording Fuller Forms of Names

9.5.1.1 Scope

**A fuller form of name**  is a name or a group of names associated with a person that includes names not commonly used as part of the preferred name for the person. A fuller form of name may include:

- a) the fuller form of a part or parts of a name represented ~~only by an initial or abbreviation in the form chosen as the~~ in the preferred name by only an initial, abbreviation or nickname

*or*

- b) a part of the name not included in the form chosen as the preferred name

### Clean-copy version:

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*or*

- b) a part of the name not included in the form chosen as the preferred name

### **Other changes in RDA**

CCC recommends that the current glossary definition of Fuller Form of Name be replaced as follows:

#### GLOSSARY

##### **fuller form of name**

The fuller form of name is a name or a group of names associated with a person that includes names not commonly used as part of the preferred name for the person. A fuller form of name may include the full form of a part or parts of a name represented in preferred name by only an initial, abbreviation or nickname, or a part of the name not included in the form chosen as the preferred name.

### **Changes to the RDA Element Set**

This proposal does not affect the RDA Element Set.