[Note from RSC Secretary: At the October 2020 RSC meeting, for logistical reasons, the reports to the RDA Steering Committee were discussed in an asynchronous meeting which is by definition an Executive Session. These public reports are being shared here.]

Reports to the RDA Steering Committee
October 2020

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Application Profiles Working Group

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Liaison to the IFLA ISBD Review Group
Liaison to the IFLA Permanent UNIMARC Committee
Liaison to the IFLA PRESSoo Review Group
Liaison to the ISSN International Centre

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Report of the RSC Chair for 2019-2020

This report covers Kathy Glennan’s RSC Chair activities for the period October 2019-September 2020.

Outreach and liaison activities

Presentations on RDA and related topics for the following conferences and meetings:

- 3 October 2019: Lecture to *Metadata and Tools for Information Professionals* class for the University of Maryland iSchool “A Look Behind the Curtain: Developing the Beta RDA Toolkit.”
- 21 October 2019: Presentation developed for *Segundo coloquio sobre RDA en América Latina y el Caribe* “RDA Beta Toolkit: Present and Future.” (Presentation not given, but slides available.)
• 24 January 2020: Presentation at RDA preconference at ALA Midwinter “RDA Toolkit Workshop: A Crash Course – Background.”
• 26 February 2020: Delivered four-hour workshop as a preconference for the Music Library Association Annual Meeting “RDA Beta Toolkit Workshop: From Overview to Creating Linked Data.”
• 28 February 2020: Presentation at Music Library Association Annual Meeting “Update from the RDA Steering Committee.”
• 19 May 2020: Presentation at annual EURIG meeting “RSC Chair Report to EURIG: Approaching Aggregates; String Encoding Schemes.”
• 21 May 2020: Presentation at Program for Cooperative Cataloging Operations Committee meeting “String Encoding Schemes: Community Choice in RDA.”
• 3 August 2020: Presentation at NARDAC RDA Update Forum “3R is Almost Done – What’s next?”
• 15 September 2020: Presentation at Virtual IFLA Satellite event, RDA in Europe “Ongoing RDA Development: What’s Next for the RSC”

Links to most presentations are available at http://www.rda-rsc.org/rscpresentations.

Participated in meetings of:
• Representatives of the Organizer Group of the Annual BIBFRAME Workshops in Europe, along with other members of the RSC: 26 January 2020.
• MARC/RDA Working Group, as a substitute for Ebe Kartus: 26 January 2020.
• MARC Advisory Committee as an invited expert: January 2020, June/July 2020.
• RSC/NARDAC/LC/PCC special meeting: 28 May 2020.
• Also attended the semi-annual meetings of ALA’s Committee on Cataloging: Description and Access: January 2020, July 2020.

Committee-Related Initiatives, 2020
• Led the development of the RSC’s 2020-2022 Action Plan.
• Created and assigned tasks to the new Application Profiles Working Group.
• Refreshed the membership and tasks of the standing Technical Working Group.
• Nominated Ebe Kartus for service on the MARC/RDA Working Group, which Is sponsored by the Library of Congress.
• Facilitated the Core Team calls.
• Appointed Damian Iseminger as Chair-Elect of Technical Working Group.
• Reviewed/updated or created RSC policy and procedure documents.
• Updated RSC/Operations/4, Policy and Procedures for Updating RDA Content, as an outcome of the April 2020 RSC asynchronous meeting.
• Attended each of the RDA Lab series sessions to date, providing expert commentary in the chat interface.

Major Goals for Next Year
In addition to items on the current RSC Action Plan:
• Recruit for or reappoint individuals to the following RSC position holders, whose terms end in 2021: RSC Secretary, RDA Examples Editor, Translations Team Officer, and Wider Community Engagement Officer.
• Provide orientation for new RSC members.
• Assess effectiveness of the two-week long RSC virtual meeting in October 2020 and determine what structural changes would make such meetings more effective in the future, should this approach need to be taken again.
• Continue to evaluate how to streamline the proposal response process.

Kathy Glennan
RSC Chair
17 September 2020

ALA Publishing Report

RDA Steering Committee Meeting, October 2020

September Release

The final update to the beta Toolkit was published on September 16th. The update includes the final site development pieces for the beta. Translations will appear for the first time in the beta Toolkit. Partial translations of Finnish and Norwegian will be available to all users. Both translations include a full translation of the site’s user interface, and the functionality to set language preferences and switch language view have been implemented. The ability to subscribe and unsubscribe to shared documents and their creating institutions. Refinements to citation number generation and the pop-up menu have also been made. Finally, significant changes to the Resources tab have been made in support of the SES Project.

The development of the translation and user-created document pieces completes the intended functionality for the redesigned RDA Toolkit that was planned at the start of the 3R project. The original plan did call for a visual browser, but it became clear by 2019 that the tool was not feasible for the 3R Project and it would have to be added to development goals for 2021 or later.

December Switchover

We remain on track to switch the beta Toolkit over to official status. While there is still a bit of work to do with the resources tab and the SES project, the focus for the December release will be on changing the domain assignments for the sites and maintaining links and performance for both sites.

On December 16th, the beta site will move from beta.rdatoolkit.org to access.rdatoolkit.org, and the current Toolkit will move from access.rdatoolkit.org to original.rdatoolkit.org. This change does NOT start the yearlong countdown clock on the original Toolkit. That decision will be made an undetermined time.
The schedule for the December release is available. Development work outside of the switchover will include refinements to the assignment of citation numbers assignments and other file processing issues. The presence of policy statements and translations have complicated the publish process, and some additional work on the process is needed. Also changes to the resources tab will be finalized in December.

There are currently no scheduled releases after December. The RSC has for some time envisioned an annual publishing calendar that includes 4 releases, but when those releases would occur is not yet settled and needs to be mutually agreed upon by the RSC and ALA Digital Reference.

**RDA Registry**

The registry work is largely complete. With the September release in hand, the developmental priority for the next couple months is to resolve outstanding issues related to the registry translation process and the export of updated files to the rdaregistry.info site. The goal is to have the registry finalized for the December switchover.

Some development work on the Registry related to difference reporting was planned for this July and August, but the work was put on hold due to lack of funding. When funds are again available, we will return to the project.

**Translations**

With two translations added to the beta site (even though they are partial) the translation process is much clearer and can be better communicated and supported for the benefit of the remaining translation teams. This will become a high priority in the coming months.

Discussions are underway with the Biblioteca Nacional de México for a possible transfer of the responsibility for the Spanish translation. In addition, Federação Brasileira de Associações de Bibliotecários (FEBAB) has expressed an interest in translating RDA into Portuguese. This is a welcome approach, but it came with a proposal for an agreement that requires significant changes of our past positions. Most significantly FEBAB requests the right to provide their translation on a separate platform and sell that product paying a royalty to RDA. It is not clear what sort of platform FEBAB is considering. RDA-L remains stuck in its semi-inactive state.

ALA is planning to eliminate all Sympa lists (Sympa is the software that runs RDA-L and many other RDA-related lists) by the end of December 2021. The current plan is to transfer RDA -L to ALA’s COnnect service. The transition to Connect has been delayed as ALA’s IT department determines how to transfer the community list from Sympa into the Connect environment. I am considering starting a new list on Connect and inviting the folks on RDA-L to sign up for the new list in order to expedite the transfer to a new software that has been delayed for far too long.

**Orientation Efforts**

Steps to provide the cataloging community with a better understanding of new concepts and practices associated with RDA continue. The RDA Lab Series, a 6-month collection of online modules that seeks to
provide practical approaches to understating 3R-related changes, began in June and will run into December. The modules have sold well, attracting hundreds of attendees from 160 registered institutions. The series will begin again in January running at times that will make it more attractive for users in Europe and in Oceania and East Asia. In addition, ALA editions will publish new books by Chris Oliver and Kate James that should be useful introductions to the changes to RDA brought about by 3R. We also expect to publish the print RDA glossary in early 2021.

We need to immediately restart regular Toolkit demos and get out a clear messaging about the switchover and what it means as a key part of the orientation effort. The messaging should both calm concerns about the switchover and encourage users to begin seeking out more orientation materials and begin preparation for their institution to switchover to the new toolkit.

The RDA-L discussion list remains in a state of minimal functionality. The Sympa software that supports the list is inadequate for the needs of RDA-L, and ALA has announced that they will be phasing out all Sympa lists by December 2021. The current plan is to transfer RDA-L over to ALA Connect but this move is delayed while ALA IT finds a solution for transferring member list form Sympa to Connect. I am considering an alternate plan that we start a new list and start a campaign to encourage RDA-L users to subscribe to the new list. I think this may be a quicker solution to this longer lingering problem.

Fiscal Year Close

Not surprisingly, RDA is expected to fall about 7% short of revenue projections. This shortfall is largely related to the economic impact of the international COVID pandemic. However, the reduced revenue also came with reductions to our expenditures, and there is good reason to believe that RDA will turn a small profit this year. Unfortunately, a clear statement on RDA’s fiscal performance will be significantly delayed due to ALA’s shift to an out-sourced accounting firm that has struggled to meet reporting deadlines. ALA has recently decided to terminate this relationship with the outside firm and bring accounting service back in house.

ALA’s current poor financial situation does have an impact on the RDA budget for the Toolkit development and marketing efforts. It also means greater pressure to generate more revenue. The Digital Reference staff is examining new ways to attract new and old subscribers. Discounts are being offered for first time and returning subscribers. We are also planning to adjust LIS subscriptions to offer fewer users without changing the price (30 users for $500, will change to 20 users for $500). This change will be announced well ahead of its implementation with the hope of enticing institutions to subscribe now at the better rate. We are also considering new revenue ideas, such as an RDA Cataloging Support tier for subscribers who would direct consultation with an RDA expert.

2020 report of the RSC Secretary

The worldwide pandemic, which started in California in early March 2020, did not have significant impact on my work. I continued to work from home.
RDA support

- Edited RDA content for consistency in wording and markup; provided and fixed links for cross references and re-used content
- Created new CMS files as needed for newly added elements
- Reviewed and analyzed RDA content in the dev, staging, and beta sites and in the CMS to provide information for decisions, and to identify issues following script changes and data reload
- Provided support for the April and September releases (reviewing for known problems, testing functionality, etc.)
- Provided information for Release Note text
- Maintained 3R Milestones and Synchronization documents
- Began comprehensive review of every page in beta site and in the CMS to uncover and resolve problems before the December switchover
- Provided input into technical decisions (markup choices; script adjustments; metadata) and problem solving
- Trained others in using the CMS and Web Author tool as needed
- Began training on Staff Registry and GitHub data and processes
- Continued to prepare and update documentation

Policy Statement support

- Participated in the monthly Policy Statement Writers calls
- Provided input to and testing of policy statement shells
- Synchronized policy statement files in CMS when RDA content changed
- Prepared instructional videos on CMS editing for policy statement writers

RSC support

Core Team and Technical group

- Participated in regular calls about process and content with core team and technical group
- Prepared agendas for calls
- Organized material in Google Drive for group access
- Assisted in preparation of documents, such as the RSC Action Plan, RSC Annual Report and Board reports
- Arranged other meetings as needed
- Monitored email communications with the Translations Working Group

RSC Meetings

- Prepared meeting minutes (both restricted and public versions) and Action Items following the in-person meeting in Santiago
- Updated the Action Items spreadsheet
- Assisted Chair with preparation of Outcomes document
- Prepared an article for the IFLA Metadata Newsletter based on meeting outcomes

- Set up and maintained Basecamp areas for four asynchronous meetings
- Assisted Chair in developing agendas
- Prepared restricted and public minutes
• Updated the Action items spreadsheet
• Maintained Best Practices documents (for Asynchronous meetings and for the Fast Track process)

RSC Website Maintenance
• Posted documents and presentations
• Updated the FAQs as needed, and posted translations
• Drafted and posted announcements
• Sent email messages about postings to lists as needed

ALA Midwinter Philadelphia January 2020
• Assisted with planning two half day preconferences (RDA Toolkit Workshop: A Crash Course)
• Summarized evaluation feedback
• Provided “Recap of RDA-Related Events at ALA Midwinter 2020” for ALCTS News
• Provided planning support for meeting with BIBFRAME colleagues

Major Goals for 2021
• Continue to improve the content and editorial consistency in RDA
• Support the improvement of workflow and technical processes
• Support the implementation of translations and policy statements
• Continue to create and update documentation
• Assist with Staff Registry data and processes as needed

Submitted by Linda Barnhart
Secretary, RDA Steering Committee
20 September 2020

2020 report of the RSC Examples Editor

This report covers the period October 2019-September 2020. The former RDA Examples Editor, Kate James finished her term on December 31, 2020 and continued to serve as a resource for the current RDA Examples Editor.

3R Activities:
• Participated in core team, technical team, and policy statement writers group meetings.
• Provided new examples for the Beta Toolkit.
• Assessed examples in the current RDA Toolkit, transferring examples as is or modifying as needed to the Beta Toolkit.
• Provided feedback on RDA Toolkit content.
• Revised current RDA Toolkit diagrams of specific RDA entities, elements, and relationships for the Beta Toolkit.

Outreach activities:
• Attended RDA Translators Meeting (online, 18 May 2020), NARDAC hosted RSC-PCC meeting (online, 28 May 2020), RDA Update Forum (online, 3 August 2020).  
• Communicated with individual RDA users about suggestions for new examples and changes to existing ones.

Other activities:  
• Provided examples training for incoming RDA Examples Editor.  
• Completed first round of revision of existing RDA Examples Guide.

Goals:  
• Continue to transfer existing examples to new RDA and provide examples for new elements.  
• As new policy documents are added to the Toolkit or made publicly available, develop examples for RDA elements covered in these documents in order to assist those user communities with training.  
• Create MARC authority and bibliographic record examples once mappings are complete; create examples for other mapped standards as they are released.  
• Develop examples for entity boundaries  
• Complete revision of RDA Examples Guide.

Superseded goals:  
• Policy statement writers report that they do not plan to include examples in policy statements, and do not need a template file for examples in MARC.

Submitted by Honor Moody  
RDA Examples Editor, RDA Steering Committee  
26 September 2020

Technical Team Liaison Officer and Chair of Technical Working Group

The Technical Team Liaison Officer has focused on the final stages of the 3R Project and on preparing for handover to the Technical Team Liaison Officer Elect at the end of 2020.

The Officer continued to attend monthly meetings of the 3R Core Team, and to participate in new sets of monthly meetings initiated in July 2020. One set of meetings has focused on specific technical issues associated with the 3R Project; the other set has focused on consolidating and updating processes and documentation for technical maintenance of RDA Toolkit, the Staff Registry, and the RDA Registry. The first set of meetings has evolved into a revival of the RDA Development Team.

The Officer has also attended monthly meetings of the Policy Statement Writers Group. Technical advice and support continues to be given to members of policy statement agencies, the Translations Working Group, and the MARC/RDA Working Group.
The Technical Team Liaison Officer prepared the following papers for discussion by the RSC:

- **January 2020 meeting:**
  - RDA content elements [followup]
    - RDA content elements Appendix
  - String encoding schemes in RDA Toolkit

- **April 2020 meeting:**
  - Community vocabularies in RDA Toolkit
  - Representative expressions of an aggregating work
    - Representative expressions of an aggregating work appendix

- **July 2020 meeting:**
  - RDA Conformance discussion paper
  - RDA entity boundaries
  - Revision of the beta Toolkit menu tab for Resources

- **October 2020 meeting:**
  - Follow-up to RSC discussion on Entity boundaries
  - Follow-up to Revision of the Resources tab
  - Internationalization of RDA Toolkit during the 3R Project
  - RDA vocabulary encoding scheme for Manifestation: type of binding
  - Timespans and units of time

The Officer developed a draft map from RDA elements to IFLA-LRM entity-relationship elements. Mappings are included in the Element reference sections of the September 2020 release of the beta RDA Toolkit.

The Technical Team Liaison Officer published the following papers and presentations during the past year:


- **RDA orientation workshop UK 2019.** Presented at workshops organized by the UK Committee on RDA and the Cataloguing and Indexing Group, Edinburgh, 21 Nov 2019, and Birmingham, 11 Dec 2019

- **Functional interoperability and choice in RDA.** Presented at 23. seminar Arhivi, Knjižnice, Muzeji, Poreč, Croatia, 27-29 Nov 2019


The Technical Working Group has discussed the following topics since November 2019:

- **Encoding RDA vocabularies in MARC 21.** The working group was asked by the RSC to discuss the encoding of IRIs for RDA value vocabularies in MARC 21 subfields $0$ and $1$. This informed the
development of a paper that was submitted to the Program for Cooperative Cataloging in March 2020.

- The modelling of items with respect to ‘bound-withs’, part manifestations, and modification of an item. An item is usually only described if it has characteristics that differ from its manifestation; the characteristics common to each item are included in the description of their manifestation. The discussion informed the RSC paper on ‘Entity boundaries’.
- The modelling of cartographic coordinates as attributes of Place. Specific types of coordinate measurements are modelled as relationship elements, with the measurement recorded as an unstructured description or a structured description of a related place. With an instance of place, the data may also be recorded as values of the Place: location element.

There are no changes to the membership of the Technical Working Group.

Topics for new tasks for the working group include:
- Participation in the review of modelling extent in RDA, including the categorization of carrier extent units.
- Investigating and reporting on the modelling of collections of items in RDA.
- Investigating and reporting on the modelling of ‘combination’ works in RDA, including songs, opera, and dance.

Gordon Dunsire
Technical Team Liaison Officer
25 September 2020

2020 Report of the Translations Team Liaison Officer

Outreach activities

Presented on RDA at the following venues/meetings:
- 5 Dec. 2019: Université de Montréal, Presentation on RDA and linked data (“RDA et les données liées”) for library students
- 3 August 2020: NARDAC RDA Update Forum, Presentation on “Translating the new RDA Toolkit into French”.

Liaison activities

Attended meetings of the core team and of RSC via conference call.

Attended the online meeting with Latin American colleagues on December 11, 2019.

Chaired via conference call the RDA translators’ meeting held on May 18, 2020, in conjunction with the 2020 EURIG members' meeting.

Attended the online RSC/NARDAC/PCC/LC meeting on RDA on May 28, 2020.
Participated in a meeting with James Hennelly and the Finnish and Norwegian translation teams to review the translation process in Trados on June 17, 2020.

Participated in a meeting with James Hennelly, Dave Badger and Linda Barnhart to discuss Registry translations on July 8, 2020.

Answered queries from translators via email.

Reviewed the Arabic, Dutch, Hungarian, Italian and Norwegian translations of the value vocabularies as well as the Dutch, Finnish and Norwegian translations of the element sets. Provided feedback to the translation teams to make corrections as necessary. Issues encountered include missing translations for labels or definitions, differences between labels or definitions that should be identical, inconsistent element names in definitions, etc.

Collaborated with Jamie to prepare Trados GroupShare projects for the Finnish translation.

Updated the membership of the Translation Working Group on the RDA Translations wiki.
Updated the subscribers to the two SYMPA discussion lists for translators.

**RSC Translations Working Group activities**

As a follow-up to the Santiago meeting, the membership was modified to include representatives for the Danish, Dutch and Greek translation teams.

The Working Group provided feedback on the labels and definitions in RDA Reference by reporting typos and making revision suggestions for clarity and consistency.

**Goals for the coming year**

*Note: Because of the pandemic and special projects at my institution, the goals from last year could not be met and are carried over to 2021.*

Prepare guidelines for the translation of RDA Reference and of the RDA Toolkit.

Explore the possibility for the Working Group to:

- review the translations of IFLA standards such as LRM and Multilingual Dictionary of Cataloguing (MulDiCat) in languages corresponding to RDA translations to ensure that translations of the standards are in harmony with the RDA translations;
- develop a policy/process for including RDA terminology (e.g. neologisms) in translations of IFLA standards.

Submitted by Daniel Paradis
Translators Team Liaison Officer
September 25, 2020
The WCEO took part in 3R teleconferences and engaged with Basecamp discussions throughout the year. She also attended the January, April, and July asynchronous meetings. As an ORDAC member she has taken part in meetings and tasks set by RSC.

The MARC/RDA Working Group, convened by the Library of Congress, started work soon after the Santiago meeting. The RSC is represented by the WCEO.

The group was able to prepare two Discussion Papers for the 2020 ALA Midwinter meeting. 2020-DP06: Defining a New Field for Manifestation Statements in the MARC 21 Bibliographic Format, and 2020-DP07: Recording the Extension Plan for Bibliographic Works in the MARC 21 Bibliographic and Authority Formats. Both were accepted and turned into proposals for ALA Annual. New MARC fields 881 and 335 have now been added to MARC21.

For ALA Annual another two Discussion Papers were submitted 2020-DP16: Recording the Mode of Issue for Manifestations in the MARC 21 Bibliographic Format, and 2020-DP17: Recording the Type of Binding for Manifestations in the MARC 21 Bibliographic Format. These two discussion papers were accepted and will be turned into proposals for ALA Midwinter. The outcome of the RSC meeting’s agenda item 249 Briefing paper: RDA vocabulary encoding scheme for Manifestation: type of binding will affect the proposal submitted to the MARC Advisory Committee.

The Working Group has just started tackling the issue of data provenance in MARC.

Major goals suggested for 2020 in 2019

Work on Application profiles as a member of the Working Group
The Working Group submitted a report to the face to face meeting but has gone quiet since then.

Consider how to reach out to communities who may have implemented RDA but currently have no representation on RSC nor are actively translating beta Toolkit to discover their engagement with the new Toolkit and explore if there is a way to support them transitioning to the new Toolkit.
No work has been undertaken on this goal. The WCEO will make this a goal for 2021.

A stretch goal would be to explore the feasibility of outlining some specifications/statements that could be included by libraries in future tender documents on how to support data created using current beta Toolkit guidelines. This would require collaboration with the Technical Working Group.
No work has been undertaken on this goal. The WCEO will make this a goal for 2021.

It would still be interesting to explore the potential of a booklet, or possibly even an application profile, on how to use RDA for card catalogues.
No work has been undertaken on this goal. The WCEO will make this a goal for 2021.

Goals for 2021
In addition to the goals above which carry over into 2021, as a member of ACORD (ALIA Community On Resource Description) the WCEO will be working with other committee members on simple RDA fact sheets.

Ebe Kartus
Wider Community Engagement Officer
October 2020

Report from the Europe Region
RSC Meeting October 2020
Renate Behrens
24 September 2020

For the European communities, the adaptation work after the 3R project is the most important issue and at the same time a major challenge. The starting point for the members of EURIG is highly heterogeneous and there is great uncertainty and many doubts and concerns. In some communities the doubts and concerns are so great that projects for implementation or adaptation of 3R have been discontinued or postponed, like in Denmark or Sweden. Other communities, like the UK led by the British Library, have concrete adaptation projects which are already very advanced. The approach of the British Library is very close to the RDA Toolkit and its policy statements will continue to be incorporated directly into the Toolkit. Unfortunately, the library’s work is often not easily transferable to other communities due to community differences.

Other communities are discussing development of RDA manuals and workflows that are much more community-based; they understand the Toolkit more as a framework model. In general, the language of the new Toolkit is criticised as not suitable for practical cataloguing practice. However, most communities agree that as a first step only the regulations necessary for to support current cataloguing practice should and must be worked out and that the implementation of further new concepts can only take place as a later step.

Furthermore, political and economic aspects impact individual user communities, not least due to the current Corona crisis. Language barriers also play an important role here, e.g. training materials cannot simply be shared.

EURIG tries to give support its community whenever it is possible. Unfortunately, the annual meeting of EURIG members in mid-May could not take place in person this year. Nevertheless, an intensive virtual exchange on RDA topics took place, addressing all the critical issues and uncertainties mentioned above. Due to this great need for dialogue, the EURIG Executive Committee decided not to cancel the planned IFLA satellite meeting which was to be held in conjunction with the WLIC 2020 in Dublin, but instead to hold the meeting in virtual form in mid-September. The large number of participants has confirmed the wisdom of this decision.

EURIG members regularly inform their communities about current developments in RDA and provide feedback on the European level. This flow of information has to be intensified over the next years,
especially in the interim phase until the original Toolkit is shut down, and will be a main focus in the work of EURIG. The EURIG Editorial Committee has an important role to play here. The members of the Editorial Committee are already actively involved in the discussion of RSC documents and support the Europe Region Representative on a regular basis.

Another aspect of the adaptation of 3R is the development of an RDA Application Profile. In the past, a first draft has been prepared by the EURIG Editorial Committee. This draft is currently being worked on by a small working group of the national libraries in the German-speaking area (DACH). The initial results will be presented in the next weeks to the RSC, to EURIG and further interested communities.

Report from the ORDAC Representative October 2020
Melissa Parent

The Oceania RDA community remains, effectively, Australia and New Zealand. During the 3R Project ORDAC has paused activities to foster wider adoption of RDA in the region in order to focus on supporting RSC activities throughout the project.

Policy statement and application profile development is well underway at the National Library of New Zealand where an RDA working group has audited and consolidated all current policy, assessed which elements are currently associated with policy, and is presently mapping all current policy statements to options for each element in the Beta Toolkit. NLNZ plans to work through current policy starting with manifestation elements, then to work through options in the guidance chapters and entity pages. It is thought that as the work progresses the NLNZ RDA group will be able to identify when work on Application Profiles can begin.

At the National Library of Australia, a recent organisational restructure has precluded work on policy statements and application profiles. There remains some uncertainty about when this work will begin.

ORDAC is looking forward to the outcomes of Asynchronous agenda item 251 in order to plan effective communications for the Oceania community regarding the completion of the 3R Project and the switchover, and what it means for institutions, cataloguing managers, and cataloguers. Following agenda item 251 outcomes, ACORD (Australian Committee on Resource Description) is planning a survey of the community to assess their knowledge of and engagement with the new Toolkit and switchover, with a view to identifying knowledge gaps that can be addressed through information sheets. ACORD is also preparing to create an RDA working group and shaping what the tasks of this working group will look like. In New Zealand, the Chair of ORDAC will be speaking to the country’s Cataloguing Special Interest Group (CatSIG) about the National Library of New Zealand’s implementation preparations. This will also be an opportunity to reaffirm that the new Toolkit is intended to be used alongside application profiles and policy statements that will assist cataloguers to navigate and apply the new guidelines.

It is expected that both the Australian and New Zealand cataloguing communities will have a strong desire for training in the new Toolkit. At the same time, the COVID-19 pandemic has adversely impacted already-shrinking professional development budgets. There are practical concerns around the cost of training being a barrier to implementation in Oceania, and how ORDAC will be able to support national and regional training. The cataloguing community here is small; so too are the number of people and
organisations who are able to develop and deliver budget-friendly training. The RDA Lab series may see more take up when switchover timelines are communicated more widely, and if sessions can be delivered in timeslots that are appropriate to the Oceania region.

North American RDA Committee Representative

Report to RSC

25 September 2020

Background
The North American RDA Committee (NARDAC) was formed in January 2018 to represent the North American region on the RDA Steering Committee (RSC) in accordance with the new RSC governance model. The NARDAC terms of reference (accessible at http://rda-rsc.org/northamerica) were approved November 2017 by the American Library Association, the Canadian Committee on Cataloguing, and the Library of Congress. NARDAC is intended to function as an umbrella committee to represent the North American region but not replace the three existing constituent communities.

Membership
The membership of NARDAC consists of:

- two representatives from the American Library Association
  - Dominique Bourassa, Yale University
  - Stephen Hearn, University of Minnesota

- two representatives from the Canadian Committee on Cataloguing
  - Thomas Brenndorfer, Guelph Public Library
  - Thi Bao Tran Phan, Library and Archives Canada, who replaced Nathalie Mainville, Library and Archives Canada, in May 2020

- two representatives from the Library of Congress
  - Damian Iseminger
  - Melanie Polutta

Damian Iseminger has been appointed as the chair of the RSC Technical Working Group, and a replacement for his spot on NARDAC will be sought.

Current NARDAC roles and incumbents:
- NARDAC chair: Dominique Bourassa
- NARDAC representative to the RSC: Thomas Brenndorfer
- NARDAC backup representative to the RSC: Stephen Hearn
- Coordinator of web content: Damian Iseminger
NARDAC Activities
NARDAC members met virtually via GoToMeeting or Zoom ten times in this reporting year: October 7, 2019; November 18, 2019; December 16, 2019; February 10, 2020; March 9, 2020; April 20, 2020; May 19, 2020; June 22, 2020; July 20, 2020; August 24, 2020.

NARDAC continued to work on a review of friendly labels that could be used in public displays of RDA element names.

NARDAC also continued to test out the RDA proposal process, by working through comments on a proposal for a new set of elements for a curator relationship to an exhibition catalog.

NARDAC outreach (Oct. 1, 2019 – Sept. 25, 2020)
Dominique Bourassa, Melanie Polutta, Stephen Hearn, Thomas Brenndorfer and five past and present RSC members participated in the RDA Toolkit Pre-Conference Workshop held January 24, 2020, at the ALA Midwinter Conference, Philadelphia.

The RDA Forum that is held during ALA Midwinter and Annual conferences is now jointly owned by the ALA Digital Reference and NARDAC. It has become a standing venue to keep ALA constituencies informed of RDA development and to communicate important information.

  Stephen Hearn chaired the RDA Forum held January 25, 2020, at the ALA Midwinter Conference, Philadelphia, PA. Presenters included Dominique Bourassa and Thomas Brenndorfer.
- August 3, 2020 – RDA Update Forum held virtually (RDA YouTube channel video: https://www.youtube.com/watch?v=rkPVww-nYLI)
  Presenters included Dominique Bourassa, Thomas Brenndorfer, Melanie Polutta, Thi Bao Tran Phan, and Stephen Hearn.

NARDAC also organized and facilitated a virtual meeting on May 28 for a discussion between PCC and RSC members regarding RDA conformance and how conformance to RDA relates to the use of constrained RDA elements and the corresponding unconstrained elements in the RDA registry. Melanie solicited questions from PCC’s Policy Committee before the meeting, and Stephen facilitated the discussion. A compilation of answers from RSC to PCC’s questions was distributed after the meeting.

Outreach activities by individual NARDAC members:
- **Thomas Brenndorfer - events and activities, Oct. 1, 2019 – Sept. 25, 2020**
  - Dec. 11, 2019 – participated in an online meeting with the Latin American colleagues, a replacement for the cancelled meeting in Santiago
  - Jan. 24, 2020 – presented at the RDA Toolkit Workshop at the ALA Midwinter Conference, Philadelphia
  - January 25, 2020 – presented “RSC Hot Topics” at the RDA Forum at the ALA Midwinter Conference, Philadelphia
  - Mar. 11, 2020 – presented “Relationship Elements” webinar, part of the RDA Online Orientation New Concepts series
June 18, 2020 – presented on the new Toolkit at a virtual meeting of the Ontario Cataloguing and Technical Services Interest Group (OCATS)
2019 to July 2020 – participated in the Canadian Bibframe Readiness Task Force as the representative from the Canadian Committee on Cataloguing
July 5, 2020 to present – member of the PCC Standing Committee on Training (PCC-SCT) RDA 3R Training Task Group: Monographs as NARDAC representative
Aug. 3, 2020 – presented “RDA Hot Topics” at the virtual RDA Update Forum

Dominique Bourassa - events and activities, Oct. 1, 2019 – Sept. 25, 2020
May 2020 – prepared “This Is Not a Pipe, or, Drafting a Set of Display Labels for RDA Elements” for the 2020 PCC Operations Committee Meeting

Dominique Bourassa and Stephen Hearn
Jan. 25 and 27, 2020 – participated in the CC:DA Annual Meeting held during the ALA Midwinter Meeting, Philadelphia and presented a report on the activities of NARDAC and the RSC (Jan. 25)
July 9, 13, 15, 2020 – participated in the CC:DA Annual Meeting held online, and presented a report on the activities of NARDAC and the RSC (July 13)

Thi Bao Tran Phan - events and activities, May 2020 – Sept. 25, 2020
Aug. 3, 2020 – presented “Getting Ready for the New RDA Toolkit: Updates from Library and Archives Canada” at the virtual RDA Update Forum (slides prepared with the help of Nathalie Mainville)

Library and Archives Canada activities
In the past year, Library and Archives Canada (LAC) launched the new Francophone Name Authority Program (PFAN). This is a French-language cooperative program based on NACO’s documentation and structure. Even though the launch of the Program has delayed the RDA work, LAC has been able to add some updates to the MARC Authority Mapping for RDA.

Development of policy statements at LAC
Analysis of previous RDA policy statements and draft policy statements has started and we have begun to develop new or revise existing RDA Policy Statements to accommodate the needs of PFAN.

Melanie Polutta - events and activities, Oct. 1, 2019 – Sept. 25, 2020
Presenter - “RDA Toolkit Workshop: A Crash Course Whatever happened to...?” - RDA Toolkit Workshop, January 24, 2020 at the ALA Midwinter Conference, Philadelphia

**Development of policy statements**
- Melanie Polutta co-chaired with Ryan Finnerty, and Dominique Bourassa was a consultant on the LC-PCC Task Group on Element Labels in the RDA Beta Toolkit, an advisory group to the LC-PCC group working to develop policy statements.
- Stephen Hearn co-chaired with Manon Théroux the LC-PCC Task Group on Data Provenance in the RDA Beta Toolkit.
- Melanie Polutta is participating in the Library of Congress and the Program for Cooperative Cataloging work on the policy decisions and detailed work of converting the current LC/PCC Policy Statements for the beta RDA Toolkit.
  - There are six phases to this project:
    1. policy statement conversion,
    2. DITA markup,
    3. application profile,
    4. testing,
    5. metadata guidance documents
    6. training
  - The first three phases have started and are overlapping

**Library of Congress activities**
The Library of Congress began the project to revise the LC-PCC policy statements for the beta RDA Toolkit. Below is a more detailed presentation of what we have achieved so far.

- In October 2019, Library of Congress Policy, Training, and Cooperative Programs Division (LC/PTCP) put together a statement document that explained our overall plan and used it as the basis for a discussion with the Program for Cooperative Cataloging at the PCC Policy Committee meeting in November 2019. PCC agreed to the plan.
- LC/PTCP will work on the policy statements and related documentation with the goal of maintaining the status quo in cataloging, as much as possible.
- LC and PCC created four Task Groups to address some of the underlying principles that are new in the beta Toolkit: Element Labels, Diachronic Works, Data Provenance, and Aggregates. Two of the four Task Groups have produced reports whose recommendations are guiding us in making decisions about where policy statements should be placed and what they should say. The other two Task Group reports had a deadline of May 1st.
- The project will produce three deliverables: application profile, policy statements in standards-compliant markup, and metadata guidance documents.
  - New policy statements will be based on the existing policy statements and the work of the four task groups.
  - The application profile will address the basic requirements for each element in the beta RDA Toolkit.
The metadata guidance documents (also called workflow documents in-house) will describe how to implement the instructions of RDA and policy statements in MARC. At a later time, we hope to add implementation instructions for BIBFRAME and Sinopia.

LC/PTCP has separated this project into six phases, some of which are overlapping in time. The entire project will be a multiyear process.

- Draft policy statements
- Conversion of statements to DITA XML
- Development of application profile
- Testing
- Development of metadata guidance documents
- Training and implementation

LC/PTCP has started the analysis and conversion of the current policy statements. This part of the project has two stages:
- analyzing the current policy statements in order to place them in the beta Toolkit,
- and then analyzing each guidance document or element, including each individual option, in order to make a decision about each one.

LC/PTCP is still in the first stage of analyzing the current policy statements. This time period has included addressing some of the underlying questions of implementation, such as how to handle non-human personages.

At PCC's request, LC/PTCP is attempting to write policy statements that will apply to both MARC and linked data implementations.

For the September 2020 update, the DITA team of the RDA/PS project entered fifty policy statements manually into the Toolkit. This process helped to work some procedures for the team to follow as we learned the system. Meanwhile, a colleague at the Library of Congress is assisting the team by writing a batch processing program that will input the policy statements from the spreadsheet in which the project group writes.

Major goals for next year
A major goal for the coming year will be outreach and training on the new RDA Toolkit, which will have the added complexity and challenge of being done virtually due to the COVID-19 pandemic. Testing out the processes for RDA proposals and RDA conformance will be a continuing effort.

Respectfully submitted
Thomas Brenndorfer (NARDAC Representative to the RSC)

RSC Application Profile Working Group
Status report 4th October 2020

I regret that I have been unable to substantively advance the work of the group since the interim report was issued on 20th March.

I reported on the work of the group at the EURIG Members’ meeting in May. I am aware of work within DACH to develop an entity-based community profile and work is also being done by ABES and BNF in France to develop a community profile for UNIMARC. At the British Library, I have also been working on the relationship between policies, MARC 21 application profiles, and workflow documents.
The outstanding objectives for the group are:

1 Make recommendations for improving guidance and instructions for application profiles in RDA Toolkit. Please submit initial recommendations by mid-March 2020 for consideration at the asynchronous RSC meeting in early April, and final recommendations by mid-September 2020 for consideration at the RSC in-person meeting.
   *Initial recommendations submitted*

1.1 Investigate and report on the utility of providing guidance on profiles for implementation scenarios.
   *Initial recommendations submitted*

2. Consider how work boundaries fit in to the development and use of application profiles. Please submit initial recommendations by mid-March 2020 for consideration at the asynchronous RSC meeting in early April, and final recommendations by mid-September 2020 for consideration at the RSC in-person meeting.
   *Initial recommendations submitted*

Work on the following task has not been formally undertaken and the comments below are my own.

3. Report and make recommendations on the policy implications for maintaining RDA application profiles or endorsing external profiles. Please submit preliminary thoughts in mid-September 2020 so they may be considered at the RSC in-person meeting.
   *RSC*

3.1. Investigate the issues of managing and endorsing profiles by RDA Region committees and the RDA Steering Committee.
   This can be taken forward by consulting with the regional committees. To obtain endorsement from a regional committee or RSC an application profile would have to satisfy conformance and sustainability criteria.

3.2. Prepare an inventory of external profiles that use the current Toolkit or intend to use the new Toolkit.
   This can be taken forward by preparing a questionnaire.

4. Report and make recommendations on the feasibility and utility of developing a set of standard RDA application profiles for RDA Toolkit. Please submit preliminary thoughts in mid-September 2020 so they may be considered at the RSC in-person meeting.
   *Based on current experience an RSC application profile derived from the RDA Registry (as illustrated in the interim report) is feasible. Access to an authoritative set of metadata would provide the basis for communities to construct their own application profiles.*

4.1. Investigate the utility of layering or nesting application profiles.
   Layering or nesting of application profiles has been demonstrated in RIMMF4, but the implementation scenario has a significant impact on how application profiles will be layered or nested. For example, in scenarios in which bibliographic and authority records are created the distinction between WEMI entities is less important than the extension plan or content and carrier type for determining input.
4.1.1. Investigate the utility of maintaining separate profiles for mandatory, desirable, and special elements

It is desirable that separate profiles should be derivable from an RSC profile. It would be useful to identify those elements that are generic and to distinguish elements that relate to specific carrier types, content types, extension plans or modes of issuance. Such distinctions would simplify the development of community application profiles. Consideration could also be given to whether it is possible to distinguish elements that will contribute to an effective description.

4.2. Investigate the requirements for commonly used RDA application profiles.

5. Report and make recommendations on the issues of accessing and using RDA application profiles, and the infrastructure required for development, maintenance, and publication of RDA application profiles in RDA Toolkit.

Please submit preliminary thoughts in mid-September 2020 so they may be considered at the RSC in-person meeting. It would be desirable for application profiles to be derivable from the RSC toolkit. However, application profiles are likely to have most utility within an application or local system.

5.1. Develop recommendations to ALA Digital Reference for improving design and functionality to support application profiles in RDA Toolkit.

RSC application profile(s) should be held as actionable metadata.

5.2. Develop recommendations for one or more encoding formats for an RDA application profile.

RSC application profile should be available in csv format. This is a minimum recommendation.

6. Liaise with the RSC Technical Working Group and RDA Development Team on appropriate tasks. This is an ongoing task with no target date for delivery.

I appreciate the RSC will be disappointed by the lack of progress. Nevertheless, I believe that it is possible to make progress on these tasks and report back to RSC by the end of the year.

Alan Danskin
Chair

RSC Liaison to IFLA Bibliographic Conceptual Models Review Group

IFLA’s World Library and Information Congress (WLIC) for 2020 was cancelled because of the Covid-19 pandemic. WLIC in 2021 will be held as a virtual online conference.

A new IFLA namespaces service was implemented in June 2020; entities and elements for the entity-relationship version of the IFLA Library Reference Model were added in August 2020. This enabled further development of a semantic map from RDA elements and entities to the IFLA namespace that had been started informally following WLIC 2018. A first incomplete draft of the map was published in the September 2020 release of the beta RDA Toolkit; this will be completed for the December 2020 release.
The RSC liaison will formally contact the BCM Review Group under the RSC/BCM protocol to ratify that the map is correct.

The RSC liaison attended an online business meeting of the BCM in July 2020 and submitted a brief liaison report.

Gordon Dunsire
RSC Liaison to IFLA Bibliographic Conceptual Models Review Group
25 September 2020

IFLA ISBD Review Group
RSC Meeting October 2020
Renate Behrens

The ISBD Review Group activities since October 2019 include the development of a new revision plan and the establishment of two task forces and their terms of reference to tackle the two aspects of the ISBD revision: Updating the content and transforming the standard.

Some of the objectives of the first year of the ISBD Revision had to be revised due to the impacts of the COVID-19 pandemic. So all in-person meetings planned for Spring 2020 and subsequently the pre-planned post WLIC 2020 daylong meeting in Dublin had to be cancelled. The missing in-person meetings could be replaced by virtual meetings. However, the shorter duration of such web conferences led to a shift in the original goals and time frame. The originally agreed action plan was recently adjusted accordingly.

Work Plan
- Update the Content of the ISBD to provide an urgent solution for the cataloguing needs of the communities of users.
- Extend the coverage of the description to a larger array of resources, especially unpublished resources.
- Produce an ISBD to LRM Manifestation Element Set with a set of stipulations for describing a manifestation according to LRM.
- Produce a working document that will constitute the basis of the future work and reflection on transforming the ISBD into a full implementation of the LRM.

Workflow and Methodology
The tasks will be entrusted to two separate task forces:
- **Content Update Task Force**, entrusted with producing an update to the ISBD Consolidated Edition 2011, to provide for the urgent needs of communities of users
- **ISBD for Manifestation Task Force**, entrusted with working out an alignment of the ISBD element set to LRM manifestation and envision the future direction of the ISBD

Content Update Task Force
This aspect of the ISBD Revision entails producing a draft content update to the 2011 Consolidated Edition, that extends the coverage of the ISBD to a larger array of resources, especially unpublished resources, and stipulations and instructions on how to record and describe them, in addition to clarifications and refinements, augmentations, and insertion of new elements as required.

The Task Force produced late July 2020 an updating draft of the ISBD standard in full. The Draft is now passing to review by the ISBD RG, and selected experts.

The future 2020 update to the ISBD Consolidated Edition 2011 has achieved the following broadening of scope and enhancements:

- The content of the ISBD standard was extended to include unpublished resources of any kind, especially manuscripts (without colliding with the archival standards used for archival collections). The ISBD, therefore, is no longer a standard only for published resources.
- The ISBD has integrated stipulations for the application of the ISBD to the description of component parts, a step that asserts ISBD’s position as an international standard that provides internationally agreed on stipulations for the different granularity needed by different types of libraries, including those which perform cataloging of analytics.
- Broadening and refining the description of cartographic resources, by completing the stipulations for the description of celestial cartography, clarifying some stipulations and distinguishing elements already existing in the Consolidated ISBD, providing more in-depth and reorganized description of these materials.
- Creation of new elements as required by the above broadening and extensions, augmenting the ISBD glossary and appropriate Areas of the ISBD as required.
- A draft introduction for the 2020 Update of the ISBD Consolidated Edition 2011 outlining the scope of this Update.

**Manifestation Task Force**

This aspect of the ISBD revision is concerned with transforming the ISBD, aligning it to the new bibliographic paradigm presented by the IFLA LRM Conceptual Model, which entails deconstructing the current ISBD Standard and reconstructing it on a new basis as needed.

The Manifestation Task Force studied the documents and guidelines produced by the former ISBD Editorial Group, as well as those produced in the past years, like the previous mappings ISBD to FRBR and ISBD to LRM. The Task Force produced a number of key documents for the transformation of the ISBD, as follows:

- A concept note outlining the principles and terms of reference of aligning the ISBD to LRM-Manifestation
- A top-level set of relationship and attribute elements for an ISBD Manifestation. This fills-out the top-level framework for interoperability between ISBD and LRM (a detailed spreadsheet that sets out the core of a database for the ISBD transformation and alignment to LRM - Manifestation).
- A bottom-up analysis of transcribed ISBD elements, a parallel sub-component of the ISBD to LRM alignment that will develop and be integrated at a later stage in the top-Level set and other sub-components to complete the work.
The result of the work in a first step will be an ISBD-LRM namespace for manifestation. All further details will be determined at a later stage, when the work will be more advanced. All elements listed so far are manifestation statements (transcribed) and elements for structured description are needed as corresponding elements to the manifestation statement elements.

In the next weeks the ISBD elements have to be reviewed thereupon. The group agreed that the ISBD areas are needed further on. The task force split up in smaller working groups by areas and will check and mark those elements where a corresponding element for structured description is needed.

The next steps described above should be completed by the end of this year. The aim is to submit the draft for the ISBD-LRM namespace to the ISBD Review Group for comments in Spring 2021 and to present a final draft for comments in further communities until IFLA 2021.

RSC Liaison to IFLA Permanent UNIMARC Committee

IFLA’s World Library and Information Congress (WLIC) for 2020 was cancelled because of the Covid-19 pandemic. WLIC in 2021 will be held as a virtual online conference.

The RSC liaison did not attend the online business meetings of the PUC held in August 2020. The liaison usually only attends an ad hoc meeting held during WLIC. The liaison has access to the PUC wiki which stores meeting presentations, videos, discussions, and works-in-progress.

The ongoing development strategy for UNIMARC includes conformance with the IFLA Library Reference Model and a shift to an entity-based approach with a separate UNIMARC ‘authority’ format for each entity. This development is being informed by the 3R Project and its implementation in the beta RDA Toolkit. The development is also informed by RDA-FR, the BnF’s application of RDA.

The RSC liaison and the RSC Technical Working Group will develop a semantic map from RDA to UNIMARC in due course, after proposed changes to UNIMARC are implemented in the IFLA namespace service. This is expected to occur in 2021.

Gordon Dunsire
RSC Liaison to IFLA Permanent UNIMARC Committee
25 September 2020

RSC Liaison to IFLA PRESSoo Review Group

IFLA’s World Library and Information Congress (WLIC) for 2020 was cancelled because of the Covid-19 pandemic. WLIC in 2021 will be held as a virtual online conference.

Deanna White (ISSN International Centre) was nominated as the new Chair of the group, and its membership refreshed. However, the group was embargoed during 2020 while IFLA carries out changes to its governance structure and reporting lines.
No meetings of the group have been held, and there has been no further development of PRESSoo during the reporting period.

One outstanding issue is the development and publication of PRESSoo entities and elements in the IFLA namespace service. RSC may wish to consider developing a semantic map from RDA to PRESSoo in due course, if appropriate.

Gordon Dunsire  
RSC Liaison to IFLA PRESSoo Review Group  
25 September 2020

**RSC Liaison to ISSN International Centre**

The ISSN International Centre published its strategic plan for 2020-2024. Items in the plan that are relevant to RDA are:

- The creation of “standardized access points for publishers and organizations (issuing bodies) in the ISSN Portal and to set up new ISNIs for organizations and publishers that do not yet have one”.
- The development of “a cluster ISSN ... what could be called an ISSN-F grouping together titles identified by ISNIs and representing the same family”.
- “Assigning ISNIs to various types of continuing resources”.

The Liaison has advised the ISSN International Centre of the management of language markup in the beta RDA Toolkit.

Gordon Dunsire  
RSC Liaison to ISSN International Centre  
25 September 2020