MINUTES OF OCTOBER 2021 MEETING
RDA Steering Committee
Virtual Meeting
12-15 and 18-22 October 2021

Attending: Linda Barnhart, RSC Secretary
Renate Behrens, Europe representative
Thomas Brenndorfer, North America representative
Charlene Chou, Wider Community Engagement Officer-Elect
Charlotte Christensen, backup Oceania 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
Elisa Sze, Education and Orientation Officer
John Trevor-Allen, RDA Board Incoming Chair

Observers who attended the 18 October 2021 synchronous call:

Alenka Bagarič, National and University Library, Slovenia
Adam Baron, University of North Texas, USA
Erin Blake, Folger Shakespeare Library, USA
Christoph Boldini, Swiss National Library, Switzerland
Dominique Bourassa, Yale University, USA
Gordon Dunsire, RSC Technical Working Group, Scotland
Reinhold Heuvelmann, German National Library, Germany
Robert Maxwell, Brigham Young University, USA
Ellen McGrath, University at Buffalo, USA
Andrea Puccio, Sterling and Francine Clark Art Institute Library, USA
Pat Riva, Concordia University, Canada
Deanna White, ISSN International Centre, France

Table of Contents

Executive Session
Recent and Current RSC Activity

Public Session
RDA Discussion Topics

RSC Administrative Topics
Executive Session
Future RSC Activity

Appendix to the Restricted Minutes

Appendix to the Public Minutes

Executive Session
Recent and Current RSC Activity

294   Reports: RSC Chair, RDA Board, ALA Publishing

295   Reports: Position Holders

296   Reports: Regional Representatives

297   Reports: Liaisons

298   Update from RDA Assessment Group

299   Extent and Official Languages Working Groups wrap-up

300   Religions in RDA Working Group

301   Place/Jurisdiction Working Group

302   Community Resources continuing discussion

Public Session
RDA Discussion Topics

303 RSC/TechnicalWG/2021/2: Collection-level description

303.1 This topic was discussed informally prior to the asynchronous meeting, asynchronously, and on the public Zoom call held on 18 October.

303.2 The RSC received and considered RSC/TechnicalWG/2021/2: Implementing the Collections Model in RDA.

303.3 The purpose of the proposal, from the proposal abstract: "This proposal [will] … address the coverage of the concept of "collections" and "collection level description" (CLD) in RDA. This set [a proposal in four parts] proposes to implement the collections model in RDA as developed by the Technical Working Group. It proposes new relationship and attribute elements, amendments to existing elements, new vocabulary encoding schemes to support the proposed attribute elements, and new terms for the RDA Terms vocabulary encoding scheme."

303.4 The four parts of the proposal totaled 96 pages of text and 67 recommendations. Informal discussion on Basecamp among RSC members in preparation for the asynchronous meeting raised a number of issues which were addressed by Iseminger in the subsequent asynchronous and public discussions. The public Zoom session was facilitated by Iseminger. The 67 recommendations were by and large approved through unanimous consent without discussion. Only the issues that were discussed are noted below; all were approved, some with recommendations about next steps.

303.5 **Part 1, Recommendation 2: Add an attribute element with a domain of Work to describe the accrual methods associated with a *collection work* with the label "collection accrual method."** The concern, raised by Paradis and Glennan, was that the definition of collection accrual method mentions a "method of transfer of ownership," but some of the VES terms do not involve a transfer of ownership.

The Technical Working Group recommended the following change to the definition of collection accrual method:

> collection accrual method: A method of transfer of custodianship of the items that are added to a manifestation of a collection work.

Revising the definition in this way will require amendment to the agent hierarchy with regards to the ownership/custodianship of collections. The current hierarchy is

custodian
owner
> current owner
>> depositor
> former owner
>> donor
>> seller

The Technical Working Group proposes developing a follow-up proposal that would move the owner agent relationship and its element subtypes to be an element subtype of custodian. The follow-up proposal would also fill in any gaps in the hierarchy and resolve conflicts with other agent roles.

Concern was raised by an observer that the term "accrual" was somewhat rare and may be hard to translate. It is, however, used in the DCMI collection description schema.

The Technical Working Group's recommended change was accepted unanimously by the RSC.
ACTION ITEM: Iseminger will consult with the Technical Working Group on preparing a follow-up proposal that would move the owner agent relationship and its element subtypes to be an element subtype of custodian. This could also fill in any gaps in the hierarchy and resolve conflicts with other agent roles.

303.6 **Part 1, Recommendation 4: Add a vocabulary encoding scheme for the collection accrual method attribute element.** A concern was raised by Paradis, who asked why the terms legal deposit and exchange were not in the VES for collection accrual method.

The Technical Working Group responded that the VES as proposed was understood to be incomplete and there has not been sufficient time to analyze the additional terms that have been put forward. The Technical Working Group proposed that additional terms for the VES be deferred to a follow-up proposal.

The Technical Working Group's recommended change was accepted unanimously by the RSC.

303.7 **Part 1, Recommendations 10-13:**

Recommendation 10: Add a relationship element with a domain of Manifestation and range of Place with the label "location of collection" as an element subtype of "related place of manifestation" to relate a *collection manifestation* **to a place where it is stored.**

Recommendation 11: Add a relationship element with a domain of Place and range of Manifestation with the label "location of collection of" as an element subtype of "related manifestation of place" to relate a place where a *collection manifestation* **is stored to the** *collection manifestation***.**

Recommendation 12: Add a relationship element with a domain of Item and range of Place with the label "location of item" as an element subtype of "related place of item" to relate an item to a place where it is stored.

Recommendation 13: Add a relationship element with a domain of Place and range of Item with the label "location of item of" as an element subtype of "related item of place" to relate a place where an item is stored to the item.

A concern was brought up by Brenndorfer with regard to the idea of relative locations, such as call numbers or shelf marks.

The Technical Working Group recommended the following resolution: Recommendations 10 and 11 for Manifestation**:** *location of collection* and the inverse Place: *location of collection of* are integral to the collections model. Archival models consistently stress the importance of *where* a collection may be accessed. Recommendations 12 and 13 are shortcuts for locations of items that are held by collection manifestations. As these are shortcuts, the Technical Working Group felt that discussion of these elements should be about the utility of the shortcut, as opposed to whether the element is able to accommodate relative locations. For the latter case of relative locations of items, the Technical Working Group recommended that a proposal could be formulated by NARDAC to add an attribute element to Item to cover this use case. Initial analysis suggests that something like a call number functions like an address of agent: a call number may contain multiple elements identifying a location, collection, agent, etc. that assists in the retrieval of the item. If such an element is proposed, the Technical Working Group recommends the element be labeled Item: *address of item*.

The Technical Working Group's recommended change was accepted unanimously by the RSC.

303.8 **Part 1, Recommendation 14: Amend the definition of "bound with" in order to conform to the collections model, add a scope note for clarity, and add text to the Toolkit describing the shortcut.** Brenndorfer, on behalf of the Canadian

Committee on Cataloguing, asked if the scope note for the revisions to *bound with* could be broadened to cover a case such as when two films are spliced together.

The Technical Working Group offered two options for handling this situation. The RSC agreed to the second option: to amend the proposed definition of Item: *bound with* to incorporate the restrictions of the scope note within the definition. The revised definition would read:

> An item that originally exemplifies a manifestation that is a sheet or volume that is physically combined with an item that originally exemplifies a manifestation that is a sheet or volume to form a collection manifestation.

A follow-up proposal could be submitted that would add a broader element that covers physical combinations that cover all items that are physically combined together and to examine if an additional element is required for physical joining of items that originally exemplify carriers that can be spliced together, such as films and microfilms. This broader new element could be an element subtype of Item: *held with* and an element supertype of Item: *bound with*. The label could be Item: *joined with*.

The Technical Working Group's recommended change was accepted unanimously by the RSC.

303.9 **Part 1, Recommendation 15: Add a relationship element with a domain and range of Item with the label "on manifestation with" as an element subtype of "related item of item" to relate an item that is reproduced on the same manifestation as an item.** Brenndorfer asked if this new element was unnecessarily limiting for the case of computer files saved directly to a disc along with other computer files.

Iseminger suggested that for this specific case the element Manifestation*: on carrier unit with* should be used. This element is a relationship between two manifestations and is a shortcut element that says two part-manifestations are together on the same carrier unit without identifying the whole manifestation. He also noted that a computer disc is a manifestation unto itself, so it can be described as an aggregate. Brenndorfer suggested that charting out examples that covered all use cases would be helpful.

Moody requested a modification to the definition to make it clear that the relationship is between two items that are both reproduced on the same manifestation. Iseminger suggested adding the following text to the shortcut wording:

The element does not identify any manifestations that are reproductions of items or the manifestation that includes the component manifestations.

This recommendation, including the added shortcut text, was accepted unanimously by the RSC.

303.10 **Part 2, Question for the RSC: Does the RSC wish to soft-deprecate the elements using "critiqued" and "reviewed" and their inverses in favor of the element using "evaluated" and its inverses?** The RSC supported the soft deprecation of these elements in favor of the broader element using "evaluation."

303.11 **Part 2, Recommendation 10: Amend the definition and add a scope note for** *metadata description set***. Amend the definition of** *metadata statement***.**

Current definition of metadata description set: One or more metadata statements that describe and relate individual instances of one or more RDA entities.

Proposed new definition and scope note for metadata description set: A metadata work that is an aggregating work that is a plan to select and arrange one or more expressions of one or more metadata statements and embody them in an aggregate.

The plan may be part of an application profile.

Current definition of metadata work: A work that is a metadata statement or a metadata description set.

Proposed new definition of metadata work: A metadata work that is a piece of metadata that assigns a value to an RDA element that describes an individual instance of an RDA entity.

There was extensive discussion of the labels and definitions of these two elements, both asynchronously and in the public discussion. Concerns were raised by Paradis and Glennan about confusion caused by the word "set," issues with the label and its definition, and the application of the aggregates model. Brenndorfer noted that a to-be-drafted guidance chapter on the collections model may be a place to explain these concepts in further detail. Brenndorfer further amended the definition of *metadata description set*, which was accepted by Iseminger:

> A metadata work that is an aggregating work that is a plan to select and arrange one or more expressions of one or more metadata statements that describe one or more individual instances of RDA entities and embody them in an aggregate.

Glennan thinks that some of these concerns can be addressed through training. Because development of the collections model is a major and important step as a framework standard for cultural institutions, Behrens strongly suggested consulting experts in the archival community. Glennan summarized that the concept for these two elements has been accepted and that the issues will be worked out through guidance and training.

303.12 **Part 3, Recommendations 17-18 and 21-22:**
Recommendation 17: Add a relationship element with a domain of Manifestation and range of Work with the label "index work" as an element subtype of "related work of manifestation" to relate a manifestation to an index work.

Recommendation 18: Add a relationship element with a domain of Work and range of Manifestation with the label "index work for" as an element subtype of "related manifestation of work" to relate an index work to the manifestation it indexes.

Recommendation 21: Add a relationship element with a domain of Expression and range of Work with the label "concordance work" as an element subtype of "related work of expression" to relate an expression to a concordance work.

Recommendation 22: Add a relationship element with a domain of Work and range of Expression with the label "concordance work for" as an element subtype of "related expression of work" to relate a concordance work to the expression that is processed.

Both Brenndorfer and Paradis had concerns about these recommendations; Paradis further inquired why the word "work" was being retained in the labels *index work* and *index work for*.

The Technical Working Group agreed that the proposed labels for *index work* and *index work for* can be revised to read *index* and *index for*. The definitions for these elements and the concordance elements, as amended by Paradis, will be revised to:

> index: A work that is systematic guide to the content of a manifestation that embodies a textual work.

> index for: A manifestation of a textual work that is the basis of a systematic guide of the content of the manifestation.

> concordance work: A work that is a systematic guide of all or selected

words that occur in an expression that realizes a textual work.

concordance work for: An expression of a textual work that is the basis of a systematic guide of all or selected words that occur in the expression.

The Technical Working Group's recommended changes were accepted unanimously by the RSC.

303.13 **Definition of "collection" in RDA**. Behrens, on behalf of DACH, requested a more precise definition and provided suggested wording.

Iseminger responded that the collections model in RDA must conform to the LRM model. The definitions in the proposal (Recommendation 1) clearly define the concepts of collection work, collection expression, collection manifestation, and collection item. Recommendations 2-5 describe how the collection work is accrued and policy governing additions to the collection. Other recommendations take into account the agents responsible for the collection work. The purpose of this set of proposals is to implement the collections model in RDA. Subsequent proposals will develop fuller guidance for using the collections model.

The RSC did not change the definition of collection.

303.14 **Art Libraries Society of North America response**: A response to this proposal was received just before the public session from the ARLIS/NA Cataloging Advisory Committee about possible expansion and differentiation for the new *collector agent* element. Because of the substantive nature and late receipt of the response, it was not able to be discussed. Iseminger suggested that the Technical Working Group prepare a follow-up proposal/discussion paper to address the issues raised in the ARLIS/NA response.
ACTION ITEM: Iseminger will consult with the Technical Working Group to formulate a follow-up proposal or discussion paper to address the issues raised in the ARLIS/NA response.

303.15 Corrections to the proposal:

Part 2, Recommendation 2: The recommendation mistakenly left out revisions to the item versions of the elements. The recommendation should read:

Amend the label for RDA entity described in by replacing 'in' with 'by' in this label and its work, expression, manifestation, <u>and item</u> element subtypes. Amend the definitions of the element and its work, expression, manifestation, <u>and item</u> element subtypes.

	Current	New
Toolkit label	item described in	item described by
Toolkit definition	A work that describes an item.	A work that is a description of an item.

Part 3, Recommendation 11: The recommendation should be to deprecate "finding aid expression" and "finding aid for expression."

303.16 Glennan thanked Iseminger and the Technical Working Group for their thoughtful and sustained work on this major development for RDA.
ACTION ITEM: Iseminger will update the RDA Registry so this proposal can be implemented in the next GitHub release and Toolkit release.
ACTION ITEM: Barnhart will update the CMS so this proposal can be implemented in the next Toolkit release and will create an RSC Decisions document to be published on the RSC website which will provide details of all the approved changes.
ACTION ITEM: Iseminger will consult with the Technical Working Group on the creation of a new guidance chapter on collection level description and on changes to the Data Provenance guidance chapter. An observer suggested that the diagram of the model (Part 3, page 23) should be given prominence in the new guidance chapter.

304   Guidance menu possible re-organization

304.1   This topic was discussed asynchronously as well as on the public Zoom call held on 18 October.

304.2   This agenda item provided an opportunity for public input on the idea of creating further structure within the Guidance menu, which currently is arranged alphabetically. This alphabetical list is long and finding concepts within it may not be optimal; there are concerns that the list is overwhelming and not user-friendly. A thematic grouping was proposed by May Chan and Elisa Sze from the University of Toronto, but other groupings are possible. Hennelly suggested that a thematic arrangement should be more than a list of links and urged the group to think about the user experience and about what a new structure might mean for translations.

304.3   Opinion was divided on the public conference call. While many were in favor of moving toward a thematic structure for the Guidance menu, which would shorten the list and associate related guidance concepts, this raised concerns for others. A

thematic arrangement could be seen as a training device, which is more appropriate for training materials. There was also a concern that different approaches to the RDA Toolkit would necessitate different thematic groupings. In general, a thematic grouping was not seen as problematic for Toolkit translations. Glennan summarized that since there was no "ringing endorsement," the RSC would not pursue a thematic approach to Guidance chapter organization at this time.

304.4 Hennelly observed that there is some functionality built into the Toolkit that allows for different "views" of the Toolkit and thus different guidance menus. This needs to be explored; it involves utilizing new templates driven by different DITA maps and would be specified in a Toolkit profile. This could permit, for example, different views for beginners and for more advanced users, or for users of specific communities. Such views could also include not just guidance menu organization but also element pages, and thus could be an implementation of an application profile. Hennelly will investigate.
ACTION ITEM: Hennelly will investigate the use of templates to drive different views of Toolkit.

304.5 The RSC continued to discuss this topic asynchronously following the public conference call. There was strong support to move ahead with investigating the feasibility of different views as a long-term solution, but it was felt that something needed to be done in the meantime to make the guidance menu shorter and more user-friendly. Barnhart suggested that both approaches could be combined into one dropdown in which everything is consistently pushed out to a submenu:

> All Guidance (alphabetical) >
> = = = = =
> About RDA   >
> Implementation decisions   >
> Additional description guidelines >

As amended by Brenndorfer, this idea was generally supported. Hennelly will consider this.
ACTION ITEM: Hennelly and Barnhart will work on an updated DITA map for the guidance menu to reflect this structure.

305   RSC Communication

305.1 This topic was discussed asynchronously as well as on the public Zoom call held on 18 October.

305.2 This agenda item was an opportunity for observers and RSC members to provide feedback to improve the methods of external communication used by the RSC to reach users.

305.3 Suggestions that were made included:

- Add a new page to the RSC website that lists new and revised pages
- Add an RSS feed to the RSC website
- Increase use of social media
- Engage more with Facebook groups, such as Troublesome Catalogers and Magical Metadata Fairies or Archivists Think Tank
- Utilize the Twitter hashtag #tcmmfjobs for recruitments, both for RSC and working group members
- Make more use of the region spaces on the RSC website
- Make more use of European email lists
- Ask the regional representatives to reach out more
- Conduct workshops and conferences
- Set up consultation hours with RSC members

RSC Administrative Topics
Executive Session
Future RSC Activity

306   RSC Virtual Conference

307   Calendar for 2022 RSC activities

308   Update RSC Action Plan

309   Review of previous Action Items

310   New Business

311   Review of Meeting 2021 October

Approved by the RSC
28 January 2022

Appendix to the Restricted Minutes

Appendix to the Public Minutes

Report of the RSC Chair for 2020-2021

This report covers Kathy Glennan's RSC Chair activities for the period October 2020-September 2021.
Outreach and liaison activities
Presentations on RDA and related topics for the following conferences and meetings:
- 12 November 2020: Keynote address at Tercer coloquio sobre RDA en América Latina y el Caribe "LRM in the RDA Toolkit: An Overview."
- 23-24 February 2021: with Damian Iseminger and an OCLC representative, served as a panelist at the two Music OCLC Users Group sessions, "Ask Everything" (the panel fielded questions about RDA, LC/PCC Policy Statements, OCLC practices, and other music cataloging questions).
- 1 March 2021: Presentation at joint Music Library Association/Theatre Library Association Annual Meeting "The New RDA Toolkit: How Did We Get Here, and What Do We Do Next?".
- 4 March 2021: Presentation at joint Music Library Association/Theatre Library Association Annual Meeting "Accessibility and the New RDA Toolkit."
- 16 March 2021: Presentation at Council on East Asian Libraries Cataloging Workshop "RDA Updates."
- 29 March 2021: Presentation at *NARDAC RDA Update Forum* "RSC Operations in 2021: A Return to 'Normal'".

- 20 April 2021: Webinar for ALA's Core division "Global Standard, Local Choices – The New RDA Toolkit."
- 30 August 2021: Presentation at *NARDAC RDA Update Forum* "RSC in 2021: An Operational Reboot."

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

Participated in meetings of:

- RDA Board: December 2020, February 2021, May 2021, September 2021.
- Representatives of the Organizer Group of the Annual BIBFRAME Workshops in Europe, along with other members of the RSC: 26 January 2020.
- MARC Advisory Committee as an invited expert: January 2021, June 2021.
- ISBD Review Group Business Meeting #1 as an invited observer: August 2021.
- BIBFRAME Data Exchange as an invited observer: September 2021.

Committee-Related Initiatives, 2021

- Facilitated the monthly RSC Admin Group calls.
- Participated in the monthly RDA Development Team calls.
- Led RSC virtual meetings
    - October 2020: held over two weeks; convened asynchronously but also had four Zoom meetings to facilitate communication and decision making.
    - January 2021, April 2021, and July 2021: held asynchronously over one week.
- Reviewed/updated or created RSC policy and procedure documents.
- Communicated with the Program for Cooperative Cataloging Policy Committee Chair about issues related to RDA implementation.
- Attended the first RDA Lab Series sessions, providing expert commentary in the chat interface.
- Led the development of the RSC's 2021-2023 Action Plan.
- With other RSC members, met with Ex Libris developers to share information about RDA and linked data.
- Appointed Honor Moody to a second term as RDA Examples Editor.
- Extended Daniel Paradis's appointment as Translations Team Liaison Officer for another year.
- Created a new graphic representing RDA governance.
- Developed a visual RDA timeline as a follow-up to the May 2021 RDA Board meeting.
- Refined the position description for the Wider Community Engagement Officer, in consultation with the RSC and the RDA Board.
- Appointed Charlene Chou as Wider Community Engagement Officer-Elect.
- In consultation with the Board, created a position description for a one-year co-opted position on the RSC: Education and Orientation Officer.
- Appointed Elisa Sze as the Education and Orientation Officer-Elect.

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 2022: RSC Chair, RSC Secretary, Technical Team Liaison Officer, Translations Team Liaison Officer.
- Provide orientation for new RSC members.
- Review (adjusting as needed) the RSC liaisons to external groups, especially in light of IFLA restructuring.
- Continue to evaluate how to streamline the proposal response process.

Kathy Glennan
RSC Chair
8 October 2021

R|D|A
Board

Report for the RSC meeting, October 2021

1. Membership changes

There were changes in membership, both expected and unexpected.

National Institution representatives
Every year, two National Institution representatives complete their three-year terms, and two new NI representatives are appointed. 2021 was the year when there was a change in representation for Asia and Europe.
The outgoing members:

Ben Gu	National Library of China
Ulrike Junger	Deutsche Nationalbibliothek

The new members:

Haliza Jailani	National Library Board, Singapore
Christian Aliverti	Swiss National Library

Copyright Holder representative for the American Library Association
Keri Cascio had been a member of the RDA Board since 2017 and was going to become the next RDA Chair on January 1st, 2022. We were sad to hear that she needed to resign from her position on the RDA Board due to increasing commitments related to her position at the Chicago Public Library. She left the Board at the end of January 2021. The American Library Association appointed a new representative in April: Colleen Barbus. The Board greatly appreciated the speed with which the new representative was selected and we welcomed Colleen at the May meeting.

Incoming Chair of the RDA Board
The change of ALA's Copyright Holder representative also had an impact on the plans for rotating the Chair position among the Copyright Holders.
In the normal rotation, the ALA representative would be the next Chair. During the May meeting of the Copyright Holders Committee and the RDA Board, it was decided that maintaining the current schedule of change-over between Board Chairs was an important factor because we wanted to ensure that the terms of the Chair of the RDA Board and the RSC Chair would be staggered. There was also consensus that it would be difficult for a new incoming member immediately to have to assume the role of Chair after just a few months experience. This was an unexpected situation and there was agreement that we should find a reasonable solution. The decision was that the role of Chair would skip forward to the CILIP representative, John Trevor-Allen, on January 1st, 2022 (as you will have gathered with John's presence at the October RSC meeting). After the term of the CILIP representative ends, it will then be the turn of the ALA representative to serve as Chair.

2. **Post 3R**

First of all, there are never enough opportunities to express appreciation and thanks for a project well done. It was a wonderful achievement to complete the project on time and to accomplish important and logical changes. We recognize that the changes in content and infrastructure carried out to produce the new RDA Toolkit have resulted in a more sustainable, forward-looking, and internationalized metadata standard and tool. So once again, bravo!
The criteria for starting the countdown clock now become an important concern. The RDA Board looks forward to working with RSC to finalize the criteria, and to make the timing decision when conditions are favourable. We can already see some signs of progress in metadata communities and this is encouraging.

3. **Improving operations**

The RDA Agreement clearly states that the term of a National Institution representative is for three years. The intent is to rotate the role of representing a region among as many different national institutions as possible. However, three years is a short term, and the current National Institution representatives presented some valuable proposals for making the time more productive: a) to include a video call portion for all meetings, and b) to recruit new NI representatives early so that there is the possibility for knowledge transfer between the current and the incoming representative. In addition, the incoming representative can shadow the current representative during at least one meeting, ideally during two meetings.
RSC is likely noting that the RDA Board is again borrowing an idea from RSC, to have overlap between position holders.

4. Governance

Governance remains a key part of the Board's mandate. While the main features of our governance model continue to produce a working environment that is reliable and productive, there does continue to be the need to make adjustments in response to the circumstances in which either the RSC or the RDA Board find themselves.

The Board was very pleased to approve the RSC proposal for a Past Chair position. We also fully supported RSC's revision of the position description for the WCEO position since those position responsibilities are tied to the changing circumstances in which community involvement occurs. The RDA Board also approved RSC's proposal for the new co-opted position, Education and Training Officer.

The RDA Board encountered an interesting situation when looking at the recruitment for a new National Institution representative for Africa. In all the other regions, there are two or more obviously eligible national institutions. However, using the IFLA definition of "National Institution", there were no eligible institutions in Africa other than the National Library of South Africa.

On the one hand, there is the definition of National Institution in the Governance Model, and on the other hand, there is the underlying principle in the RDA Agreement to rotate representation among different countries in a region. Even our RDA Toolkit says that "trade-offs sometimes have to be made." The RDA Board decided to extend the definition of an eligible National Institution, applicable only when there are no institutions that meet the normal IFLA definition. The RDA Board approved the revision to the Governance Model document in August 2021. It now reads (new text in green):

> A national institution is defined as a national agency which has implemented RDA or will have implemented RDA within a calendar year.
> …
> National Institutions may be a National Library or a National Bibliographic Agency (as defined by IFLA):
> "the organizational unit established within a country's library system, which undertakes responsibility for the preparation of the authoritative and comprehensive bibliographic records for each new publication issued in the country, making the records in accordance with accepted international bibliographic standards and publishing them with the shortest possible delay " (International Federation of Library Associations, IFLA International Office for UBC, & UNESCO, 1979)
> The National Institution representative serves for a three-year term and the intention of the RDA Governance Model is that the role of regional representation rotates among the qualifying National Institutions in the region. However, during the selection process, it may become evident that there are no alternative National Institutions that qualify when using the IFLA definition. In such a case, the RDA Board will also consider applications from a major library or service in the region

that meets this criterion: a major library or service that provides national or international leadership in metadata creation through its policies and work on standards, as well as the preparation of comprehensive bibliographic records.

The RDA Board has received a nomination for Africa and one for Oceania. The nominations will be reviewed and approved during the Board's September meeting. As soon as the new incoming representatives are approved, they will be added to Basecamp so that they can start becoming familiar with the work of the Board. They will also be invited to the November/December RDA Board meeting.

5. **Business models**

Kei Cascio had volunteered to chair the Working Group on New Business Models. With her departure in January 2021, the Board decided to put the WG on hold for the moment. It remains an important action, but the decision was to wait until libraries begin to use the new RDA Toolkit. The arguments for different business models may shift as things settle in the post 3R environment.

6. **A formal thank you to RSC**

The RDA Board is very conscious of the tremendous amount of excellent work accomplished by the RSC in the past year. The RDA Board wishes to express its gratitude not only for the successful completion of the 3R project, but also for the energy and enthusiasm with which RSC is tackling and reshaping the new post 3R era. We watch with great admiration the ways in which RSC carefully examines every step forward so that it is not simply recreating what was before, but capitalizing on achievements, constantly improving processes, and creating avenues for greater community involvement.

ALA Publishing Report to RSC – October 2021

Releases

In December 2020 the beta RDA Toolkit became the official RDA Toolkit, bringing the 3R Project to a close. Since that switchover from the original RDA Toolkit there have been two releases, and both included significant updates to the LC-PCC and BL policy statements and the Finnish translation as well as revisions to the RDA standard. A release in April included the introduction of MLA best practices and the Community Refinements section of the Community Resources. And the July release introduced Finnish policy statements, a French language translation of the Toolkit user interface, improved breadcrumb performance, and the move of Help content outside of the subscription wall. A third release was scheduled for October but has been postponed to December because of the serve migration.
Four releases are planned for 2022, with releases falling in March, June, September, and December.

Server Migration

The primary development focus for this year has been the migration of RDA websites (RDA Toolkit, original RDA Toolkit, RDA drupal site, RSC drupal site) from Sage to Dakota Systems servers. This move will bring all hosting, maintenance, and development of RDA-related sites under management by Dakota Systems. Our hope is that this will open new opportunities to streamline processes and reduce costs overall. However, unlike Sage, Dakota cannot provide technology and support for subscription administration. We have engaged a new vendor, LibLynx, for that service.

The migration process is underway with completion originally scheduled for September 1, but that deadline had to be pushed back to the week of October 25th as more time was needed for replicating code on the new servers and testing. The current deadline is in jeopardy due to delays in obtaining the user data from LibLynx. It is crucial that we can properly test the site on its new servers using real user data.

RDA Registry

Registry development has continued throughout the year with a focus on both regular updates and improvements coming from the Technical Working Group and refinement of the registry translation process. Meetings with translators and contributions from TMQ helped to significantly advance the registry translation work and several more languages are now working with the new registry templates. In the coming year, we hope to focus on work on mapping maintenance in the registry.

Translations

The revised toolkit currently boasts two translations (Finnish and Norwegian). The Finnish translation is completely current with the July release of RDA, and the translation workflow process is fully established. French and Arabic translations have completed the reference translation. Arabic translators will soon begin work on Toolkit translation files in the CMS and in Trados. The French team has already translated the RDA Toolkit user interface and is in the process of translating the boilerplate file.

The Finnish team has begun translation of the Community Resources material and will also look to start translation of examples in the coming months.

We are finalizing an agreement with FEBAB in Brazil for a Portuguese language translation of the RDA. We are still seeking a new translation partner for Spanish. The most recent feedback from potential partners in Latin America is that such an undertaking is not possible during the COVID pandemic that continues to prevent normal working practices throughout the region.

Orientation Efforts

Since the October 2020 RSC meeting the initial run of the RDA Lab Series concluded. A second run of the series began in February 2021 and was completed last month. There is some mutual interest in running the event again, though no schedule has been established for it.

In June Digital Reference kicked off a series of free monthly webinars that have consistently attracted 500-600 registrants. Topics included Toolkit demos, NARDAC update, RDA cataloging for children, Post-3R LIS cataloging instruction, and the RDA translation process. Future events include webinars on

application profile, entity boundaries, and policy statements. A French language Toolkit demo is planned for December. We are eager for any new webinar ideas.

The Digital Reference team has also collaborated with ALA Editions in the publication of the *Introducing RDA* by Chris Oliver and *RDA in Practice: A Workbook* by Kate James (not yet released) and more new RDA titles are in the works. A new edition of *RDA Essentials* is still in an early developmental stage. We are also working with ALA Continuing Education unit to develop RDA e-courses and webinars, and we are exploring the potential of an RDA virtual conference in 2023. As always, we are open to collaboration with any group on RDA orientation efforts.

295   Reports: Position Holders

RSC Examples Editor

Activities:
- Participated in admin team, dev team, and policy statement writers group meetings.
- Provided new examples for the Beta Toolkit.
- Assessed examples in the RDA Toolkit, transferring examples as is or modifying as needed to the Beta Toolkit.
- Provided feedback on RDA Toolkit content.
- Ongoing review of existing RDA Examples Guide.

Outreach activities:

- Communicated with individual RDA users about suggestions for new examples and changes to existing ones.

Goals:
- Continue to transfer existing examples to 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.
- Update RDA Toolkit diagrams of specific RDA entities, elements, and relationships to include screen reader support.
- Create MARC authority and bibliographic record examples; create examples for other mapped standards as they are released. (Carried over from previous year.)
- Develop examples for entity boundaries. (Carried over from previous year.)
- Support translation of examples:
  - Identify recurring phrases in English language examples to support examples translation

o   Provide written guidance on key definition formats for non-English language examples

Submitted by Honor Moody
RDA Examples Editor, RDA Steering Committee
22 September 2021

RSC Secretary

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 re-load
- Provided support for the April and July Toolkit releases (reviewing for known problems, testing functionality, etc.)
- Provided information for Release Note text
- Maintained 3R Milestones and Synchronization documents as project documentation
- 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
- Continued monthly download of English CMS files as audit trail and backup
- Continued to prepare consolidated master spreadsheet following every release and synchronization table
- Continued to prepare and update documentation

Policy Statement support

- Participated in the monthly Policy Statement Writers calls and assisted policy statement writers as needed

Community Resources support

- Edited Terms in [language] files for internal organizational consistency and added language markup to support screenreaders/accessibility
- Adjusted and moved pseudo-element files into Community refinements area
- Recovered and transformed SES files into Community refinements files after they were accidentally overwritten in policy statement batch processes

- Planning for cleanup project to move SES instructions to Community Resources

RSC support

Post-3R processes

- Fast Tracks: coordinated the process for 13 Fast Track change proposals, with 10 approved and implemented, 2 not approved, 1 still in process, and more coming before the end of the year
- RDA Assessment Group: began work with this group in May, which considered and advanced 7 issues raised by users to the RSC
- Feedback spreadsheet: provided triage of user feedback, resolving issues when possible and referring others to experts or groups; sent acknowledgement and results to submitters
- Proposals and Discussion Papers: set up Basecamp areas for informal discussion and to track topics being developed by regions or working groups. Three formal proposals sent for RSC discussion; RSC Decisions documents prepared for two, with one still in process

Admin Checkin and Dev Team Calls

- Participated in regular calls about process and content with administrative group and Dev Team
- Participated in other calls as needed
- Prepared agendas for Admin Checkin calls

RSC meetings

- Prepared and maintained Basecamp areas for four asynchronous/virtual meetings
- Assisted Chair in developing agendas
- Prepared meeting minutes (both restricted and public versions) and Action Items
- Updated the Action Items spreadsheet
- Assisted Chair with preparation of Outcomes document

Other RSC support tasks

- Assisted in preparation of documents, including the RSC Action Plan, RSC Annual Report, 3R Project Final Report, 2021 RSC Calendar, RSC/Operations/7, and Board reports
- Maintained Best Practices documents (for Asynchronous meetings and for the Fast Track process)
- Organized material in Google Drive for group access and provided new organizational structure for post-3R group work
- Assisted with recruitment process for Wider Community Engagement Officer and Education and Orientation Officer
- Arranged other meetings as needed
- Continued to document RSC activities in shared folder to track progress
- Monitored email communications with the Translations Working Group

- Prepared articles for the IFLA Metadata Newsletter

RSC website maintenance

- Reorganized sections of the RSC website to reflect the end of the 3R Project
- Added new sections for Working Groups and Historical Documents
- Added tables for document lists for consistent presentation
- Updated the site as needed
- Drafted and posted announcements; increased the number of announcements (6 in 2020; 11 as of 08 September 2021)
- Posted new documents and presentations
- Updated the FAQs as needed, and posted translations
- Sent email messages about website changes to lists as needed

Major Goals for 2022

- 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
- Update position description and assist with recruitment and training of Secretary-Elect

Submitted by Linda Barnhart
Secretary, RDA Steering Committee
16 September 2021

Reports for RSC meeting October 2021
Technical Team Liaison Officer and Chair of Technical Working Group

The former Technical Team Liaison Officer, Gordon Dunsire, completed his term as chair of the Technical Working Group at the end of 2020, handing over his duties to Damian Iseminger, with his 2-year term beginning on 1 January 2021.

The Officer attended the monthly meetings of the RDA Administrative Team and of the RDA Development Team, where he prepared updates on technical issues related to the maintenance of RDA Reference and its interactions with RDA Toolkit and helped identify future directions for technical development of RDA Toolkit.

The Officer has also attended monthly meetings of the Policy Statement Writers Group. Technical advice and support has been 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 2021 meeting:
  - [Pseudo-Elements](#)
- July 2021 meeting:
  - [RSC/TechnicalWG/2021/1: Proposal for Realignment of Expression to Expression Relationship Elements](#)
- October 2021 meeting:
  - [RSC/TechnicalWG/2021/2 - Part 1: Implementing the Collections Model in RDA](#)
  - [RSC/TechnicalWG/2021/2 - Part 2: Subject Hierarchy Revisions to Accommodate Collection Level Description](#)
  - [RSC/TechnicalWG/2021/2 - Part 3: Collection Descriptions](#)
  - [RSC/TechnicalWG/2021/2 - Part 4: Agents Related to Collections and Their Descriptions](#)

The Officer undertook a project during summer 2021 to add the full paths of shortcut elements to the object element sets in RDA Reference, using the property owl:propertyChainAxiom. This information was formerly only available to RDA Toolkit subscribers and was only documented in the CMS element pages. Plans have been developed to modify the RDA to LRM mapping to use the same OWL property to map an RDA element to LRM property chains.

The Technical Team Liaison Officer participated in the following during the past year:

- Panellist for the session "What role can RDA/RDF play in the transition to linked library data?", BIBFRAME Workshop in Europe 2021, 23 September 2021.

The Technical Working Group has discussed the following topics since November 2020:

- RDA Ontology Metadata Application Profile. The working group discussed an application profile for describing each element set and value vocabulary in RDA Reference using W3C best practices. After discussion, the application profile was used to add metadata about the element sets and value vocabularies to each RDF serialization. Maintenance is done via the ALA Staff Registry.
- Identification of latent shortcuts relating to expression elements. Review of the mapping between RDA and LRM revealed a misalignment between several RDA expression elements and LRM-R22 and LRM-R22i. Discussion of the issue led to the development of RSC/TechnicalWG/2021/1.
- Collection-level description. The working group discussed a collection description model proposed by Gordon Dunsire in order to accommodate modelling of collections and collection description in RDA. Discussion of the issue resulted in the development of RSC/TechnicalWG/2021/2.

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

The working group is planning to prioritize the development of an alignment from RDA to BIBFRAME in the upcoming year and plans to collaborate with several stakeholders outside of the RSC on this matter.

Damian Iseminger
Technical Team Liaison Officer
5 October 2021

Translations Team Liaison Officer

Outreach activities

On 20 Sept. 2021, I participated as a presenter and panelist in the webinar organized by ALA Digital Reference and entitled "Translating RDA: a Discussion of the Opportunities and Challenges of an International Cataloging Standard."

Liaison activities

Attended meetings of the core and Dev teams and of RSC via conference call.

Chaired via conference call the RDA translators' meeting held on May 5, 2021, in conjunction with the 2021 EURIG members' meeting.

Attended the business meeting of IFLA's MulDiCat Editorial Group on August 27, 2021.

Answered queries from translators via email.

Met at various times with James Hennelly to discuss the translation workflow and how to go forward now that updates of Toolkit chapters and examples had to be incorporated into the workflow and that the switch to the new translation template, which presents the information in a different format, had to be made.

Supported the translation teams in getting the RDA Reference files that they had finished translating or revised uploaded into the Staff Registry and the RDA Registry, and reported various issues that were uncovered during the process.

Learned how to use the rv (Registry Viewer) software to produce reports of differences between two releases of RDA Reference and reported issues that affected the accuracy of the reports produced.

Supported the translation teams in closing out the old translation templates and switching to the new ones, so that they can start working on new vocabularies (e.g., binding terms or time units) or update their translation. This included providing difference reports and specific instructions to some teams.

Prepared instructions for the translation of RDA Reference using the new translation template.

Updated the membership of the Translation Working Group on the RDA Translations wiki.

RSC Translations Working Group activities

The membership was modified to include representatives for the Estonian and Latvian translation teams. The status of the German translation was changed from full to partial.

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: One of the goals from last year is still under progress and is carried over to 2022.

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
Translations Team Liaison Officer
September 20, 2021

Wider Community Engagement Officer (WCEO)

The major task of the WCEO was attending the MARC/RDA Working Group (MRWG) as the RSC liaison. Discussion papers and proposals presented to the MARC Advisory Committee by the MRWG were:

ALA Midwinter:
- First discussion paper on Recording Data Provenance in the MARC 21 Formats
- Proposal for Recording the Mode of Issuance for Manifestations in the MARC 21 Bibliographic Format (accepted)
- Proposal for Recording the Type of Binding for Manifestations in the MARC 21 Bibliographic Format (withdrawn)

ALA Annual:
- First discussion paper on Recording Representative Expressions in the MARC 21 Authority and Bibliographic Formats
- Second discussion paper on Recording Data Provenance in the MARC 21 Formats
- First discussion paper on Recording Non-Cartographic Scale Content in the MARC 21 Bibliographic Format

- Proposal for Recording the Type of Binding for Manifestations in the MARC 21 Bibliographic Format (reworked and accepted with a broader definition of this element than in RDA)

Preparation for Midwinter 2022 (just beginning):
- Possible proposal on Recording Representative Expressions in the MARC 21 Authority and Bibliographic Formats
- Possible proposal on Recording Data Provenance in the MARC 21 Formats
- Possible proposal on Recording Non-Cartographic Scale Content in the MARC 21 Bibliographic Format

The WCEO also attended:
- RSC Marketing meetings the last being conducted asynchronously via Basecamp (an excellent idea given different timezones)
- Various ACORD (ALIA Community on Resource Description) meetings
- Various ORDAC (Oceania RDA Committee) meetings
- Meeting with Ex Libris and various RSC members on the RDA Registry
- RSC asynchronous meetings

The WCEO is also an ex officio member of the Technical Working Group and the Application Profiles Working Group.

The RDA Examples Editor and the WCEO are working on developing an RDA webinar on **Entity Boundaries: Fixed or Fluid? a repeat of which will be delivered in the Oceania region in the New Year by the current WCEO.**

The new WCEO will be Charlene Chou whose term begins in January 2022.
One of the main tasks for the incoming WCEO will be the Community Resources area of the RDA Toolkit.

This year life happened as I became the sole cataloguer at my university. This inevitably affected the number of tasks undertaken. I have enjoyed my time on the RSC first as the ACOC representative and then as the Wider Community Engagement Officer.

Ebe Kartus
Wider Community Engagement Officer
8 October 2021

296   Reports: Regional Representatives

Report from the Europe Region Representative

October 2021

Renate Behrens

The Europe Region is represented by the European RDA Interest Group (EURIG)

This year's annual EURIG meeting in May 2021 also had to be held virtually. The focus was once again on the exchange of information on the changeover to the new RDA Toolkit. Due to the strong heterogeneity of the communities in Europe, it is not possible to set a specific date for the changeover for Europe in general. What is already certain is that there will be very different changeover scenarios and that the European communities will need more time for the changeover.

After the elections for the new Excecutive Committee for the next term (2 years) EURIG chair is Roberto Gomez Prado from the National Library of Spain, EURIG vice chair is Liv D'Amelio from the National Library of Sweden and EURIG secretary is Szabina Ilacsa from the National Library of Hungary.

On 14 September 2021, EURIG continued the annual "RDA in Europe" series. In addition to reports from projects of the British Library and the German-speaking countries, the problems and requirements of the European communities were highlighted in lightening talks from Denmark, Sweden, Poland, France, Latvia, Portugal, Greece and Italy. In these contributions, it again became clear that the heterogeneous situation in Europe represents a challenge in itself. Due to the evolved structures in the different countries with different languages, individual adaptations to RDA must be created. The exchange within EURIG should help to avoid too much deviation and serves as support for communities that cannot afford their own adaptation projects. A cooperation in the area of authority data seems to be the most sensible and least problematic here.

All presentations are available here: http://www.rda-rsc.org/node/668

At the moment, only the British Library and the DACH community have committed to a concrete switchover scenario and are carrying out corresponding projects. The British Library is following the Anglo-American approach and is including policy statements in the RDA Toolkit, while the DACH community is developing its own manual for practical cataloging work with links to the RDA Toolkit. Both approaches could serve as examples for the European RDA communities, from which their own solutions could be derived.

North American RDA Committee Representative

Report to RSC

17 September 2021

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 as of Sept. 2021 consists of:
- two representatives from the American Library Association
    o Stephen Hearn, University of Minnesota
    o Robert Maxwell, Brigham Young University

- two representatives from the Canadian Committee on Cataloguing
    o Thomas Brenndorfer, Guelph Public Library
    o Thi Bao Tran Phan, Library and Archives Canada

- two representatives from the Library of Congress
    o Melanie Polutta
    o Clara Liao

Current NARDAC roles and incumbents:
    NARDAC chair: Stephen Hearn
    NARDAC representative to the RSC: Thomas Brenndorfer
    NARDAC backup representative to the RSC: Stephen Hearn
    Coordinator of web content: Melanie Polutta

NARDAC Activities

NARDAC members met virtually eleven times in this reporting year: September 28, 2020; November 9, 2020; December 14, 2020; January 29, 2021; February 19, 2021; March 15, 2021; April 12, 2021; May 10, 2021; June 14, 2021; August 16, 2021; September 13, 2021.

NARDAC hosted two outreach events, which are recorded and available on YouTube.

    NARDAC Forum – March 29, 2021 - https://youtu.be/2ORF3y8kkhg

    NARDAC Forum – August 30, 2021 - https://youtu.be/SY1Ssl78YFw

Outreach activities by individual NARDAC members:

    Thomas Brenndorfer
        Presentation "RDA in the New Toolkit: What's different? What stays the same?" –
        Ontario Library Association virtual conference – February 3, 2021
        Presentation "RDA in the New Toolkit: A deeper dive into the changes" – Ontario Library
        Association virtual conference – February 4, 2021
        Presentation "RDA and Community Resources" – NARDAC Forum – March 29, 2021
        Presentation "RDA and Community Resources" – Virtual Annual EURIG Meeting – April
        5, 2021
        Presentation "RDA Steering Committee – Recent RDA Developments" – NARDAC Forum
        – August 30, 2021

Presentation "NARDAC Update and Community Resources" – EURIG RDA in Europe Virtual Meeting – September 14, 2021

Clara Liao

Presentation "RDA/PS Project: Update & Demo" to the Policy Committee of the Program for Cooperative Cataloging (PCC PoCo) -- March 12, 2021

Coordinate Metadata Guidance Documentation (MGD) project and meet with LC team (11 writers and 1 tech. support member), PCC team (6 writers), and British Library team (1 liaison with 4 writers) to launch MGD writing work -- June 2021

Presentation "Official RDA Toolkit Warm-Up: Navigating Documentation and Putting it to Use." -- Virtual PCC Participants' Meeting--July 15, 2021

Presentation "RDA/PS project (July 2021) & Metadata Guidance Documentation Update" – NARDAC Forum – August 30, 2021

Stephen Hearn

Presentation "RDA and Encoding Formats" -- NARDAC Forum -- March 19, 2001

Presentation "RDA and Others--Beyond Mapping" -- NARDAC Forum -- August 30, 2021

Thi Bao Tran Phan

Presentation "Updates from Library and Archives Canada" -- NARDAC Forum -- March 29, 2001

Robert Maxwell

Presentation "NARDAC? RSC? CCC? ALA? PCC? Huh? The structure of the RDA operation" -- NARDAC Forum -- March 29, 2021

Presentation "Curator in RDA: a case study of change in the "new" RDA" -- NARDAC Forum -- August 30, 2021

Major goals for next year

In addition to reviewing RDA proposals, NARDAC anticipates developing proposals that continue to improve the Toolkit. These proposals may include identifying and moving language related to string encoding schemes to either the Community Resources section or to policy statements.

Coordinating with other regions and communities in the maintenance of the legacy instructions in the Community Resources section in the Toolkit is expected to be a focus in the coming year.

Education and outreach continue to be important activities for NARDAC members to undertake. It is expected that training efforts will accelerate in 2022 once policy statements and application profiles are completed, in anticipation of eventual implementation of the new Toolkit.

Respectfully submitted
Thomas Brenndorfer (NARDAC Representative to the RSC)

Report from the Oceania Region Representative

October 2021

Melissa Parent

The Oceania RDA Community (ORDAC) has weathered ongoing challenges posed by the Australian and New Zealand public health responses to COVID-19 with the whole community experiencing one or more

lockdowns and the concomitant disruptions on professional activities. Despite these challenges, the ORDAC region has continued to support RSC goals.

Under the auspices of the Australian Committee on Resource Description (ACORD), a survey of the Australian cataloguing committee was undertaken to gather information about the cataloguing environment and practitioner engagement with the original and current Toolkit. The survey instrument was shared with LIANZA Cataloguing Special Interest Group (CatSIG) in New Zealand where it saw minor improvements. The data from the ACORD and CatSIG survey will be shared with the RDA Board at their upcoming meeting, and it's anticipated that this data will provide evidence-based insight to support future RSC endeavours in the Oceania region. Engaging institutions outside of Australia and New Zealand remains a challenge for the Oceania region.

LIANZA CatSIG ran outreach events for the New Zealand community throughout September 2021, providing an ORDAC and National Library of New Zealand update on 9th September. The event provided an opportunity to discuss the National Library's ongoing and concerted efforts to create policy statements which will appear in and upcoming Toolkit release. The National Library of New Zealand is well-placed to provide leadership to the New Zealand cataloguing community in implementing the new RDA.

In Australia, ACORD is still positioning itself as a resource description interest group and discussing RDA engagement opportunities that meet the needs of a varied environment. The formation of an RDA Working Group is a hot topic of discussion, along with discussion of how to effectively engage practitioners in public and school libraries where strong knowledge of RDA descriptive practices can often take a backseat to operational demands. ORDAC recognizes that it is critical to address the needs of these sectors to ensure wider RDA implementation in the region.

The National Library of Australia has not yet announced its RDA implementation plans. However, ACORD has met with National Library of Australia representatives to discuss an application profile for the Australian National Bibliographic Database, and the State Library of Victoria has been actively developing application profiles with a willingness to share these with the national library or its allied resource discovery service, Trove Collaborative Services. With policy statements from New Zealand and application profiles from Australia, and increased engagement with under-represented sectors, ORDAC maintains a measure of optimism continued and increased RDA engagement in the Oceania Region.

297   Reports: Liaisons

IFLA Bibliographic Conceptual Models Review Group

IFLA's World Library and Information Congress (WLIC) for 2021 was held as a virtual online conference 17–19 August 2021.

Changes to IFLA's governance structure and reporting lines were finalized before the conference, but many implementation issues remained outstanding by the time professional business meetings were being scheduled for the conference.

As a result, only the first of two scheduled meetings of the group took place (at the time of writing).

The RSC liaison formally contacted the BCM Review Group under the RSC/BCM protocol to ratify that the map from RDA to LRM elements is correct. The Review Group implemented a small working group to review the map, and a final report was submitted to the August 2021 meeting. The report was approved and sent to the Chair of the RSC Technical Working Group. The report identified mapping issues in several broad areas, including typos and other ad hoc errors, a systematic error in the mapping of derivative expression elements, and the mapping of RDA elements as shortcuts within the LRM itself. The derivative expression issue had already been notified to the RSC Technical Working Group and resolved before the final report was approved. The shortcuts issue is related to an extension of basic mapping tools and is of general interest to linked open data communities.

The Review Group approved an errata list for the entity-relationship version of the IFLA Library Reference Model, after waiting until there were enough errors to warrant formal reporting. That point was reached with notifications from the team that translated the LRM into French. The errata list will be published in due course. None of the errors that were identified has any significant impact on RDA.

The RSC liaison attended an extra online business meeting of the BCM in December 2020 and submitted a brief liaison report to that meeting as well as to the August 2021 meeting.

Gordon Dunsire
RSC Liaison to IFLA Bibliographic Conceptual Models Review Group
20 September 2021

IFLA ISBD Review Group Report

October 2021

Renate Behrens

IFLA held its elections this year under the new organizational structure. This has led to many questions and has delayed the process. Unfortunately, the IFLA ISBD Review Group has not yet received an official announcement on future membership, so the business meeting with agreement on the action plan, etc., had to be postponed. The existing working groups can nevertheless continue to work.

Members of the Review Group provided an update on the work in progress at the WLIC 2021 in August. The presentations are currently only available to those registered for the congress, but will be published on the IFLA website as soon as possible.

ISBD Revision I: ISBD Update

The update of the Consolidated ISBD 2011 was considered to be necessary to fulfil the urgent needs of the ISBD communities of users.

The terms of reference under which the ISBD update has been developed are:

1. Provide an update of the content of the ISBD according to the comments and proposals by communities of interest and the users of the ISBD standard.

2. Extend the coverage of the ISBD to include a larger array of resources, especially unpublished resources.

Among the main modifications are:

The content of the ISBD has been extended to include unpublished resources of any kind, especially manuscripts. The ISBD, therefore, is no longer a standard only for published resources. The scope of this extension, which was agreed during the ISBD Review Group meeting in Lyon in 2011 was made under the condition that the ISBD not collide with the archival standards that should be used for archival collections.

The revision of cartographic resources has focused on completing the stipulations for the description of celestial cartography, clarifying some stipulations and distinguishing elements already existing in the Consolidated ISBD.

The final update draft is currently in consultation by the IFLA Advisory Committee on Standards for final approval.

ISBD Revision II: ISBD for LRM-Manifestation

The task of the ISBD Manifestation Task Force (ISBD MTF) is the aligning of the ISBD to IFLA LRM on manifestation level as a first step.

- The basis of the work is the text of the ISBD Consolidated Edition 2011 update with the new elements introduced by the Update by the Content Update Task Force.

- As a first result, basic questions were elaborated and passed on to the ISBD RG. These concerns the granularly and the degree of prescriptiveness of the new ISBD. The ISBD RG agreed to keep the level of granularity and prescriptiveness.

- Members of the TF started with the restructuring of the stipulations by Areas. In this context basic questions like punctuation issues, structure of stipulations or sources of information as well as multi-part issues were raised and discussed.

- An element template is worked out which will be used for the further work on all areas of ISBD.

- Since July 2021 a first draft of the new ISBD for Manifestation (ISBDM) is provided in conjunction with instructions for shredding the consolidated ISBD to ISBDM. These approaches will be discussed and finalized in the next months.

- The Task Force anticipates that a first draft of the new ISBDM can be presented for discussion in the ISBD Review Group during the first half of 2022.

For more information: https://www.ifla.org/units/isbd-rg/

IFLA Permanent UNIMARC Committee

IFLA's World Library and Information Congress (WLIC) for 2021 was held as a virtual online conference 17–19 August 2021.

Changes to IFLA's governance structure and reporting lines were finalized before the conference, but many implementation issues remained outstanding by the time professional business meetings were being scheduled for the conference.

The RSC liaison did not attend any of the online business meetings of the PUC held in 2021. 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 development of UNIMARC continues with an entity-based approach based on the IFLA Library Reference Model with a separate UNIMARC 'authority' format for each entity. This is taking place in parallel with the development of INTERMARC in France as an encoding format for RDA-FR metadata. This will effectively remove the distinction between UNIMARC Bibliographic and UNIMARC Authority metadata. The availability of a LRM-based entity encoding format will support the RDA communities that use UNIMARC.

The namespace for "legacy" UNIMARC Authority format is still under construction. It is not clear how and when the UNIMARC namespaces will be updated to the new approach. This impacts on the future development of a semantic map from RDA to UNIMARC.

Gordon Dunsire
RSC Liaison to IFLA Permanent UNIMARC Committee
20 September 2021

IFLA PRESSoo Review Group

IFLA's World Library and Information Congress (WLIC) for 2021 was held as a virtual online conference 17–19 August 2021.

Changes to IFLA's governance structure and reporting lines were finalized before the conference, but many implementation issues remained outstanding by the time professional business meetings were being scheduled for the conference.

As a result, no meetings of the PRESSoo Review Group have been held, and there has been no further development of PRESSoo during the reporting period.

PRESSoo continues to be of interest to RDA, most recently in the development of accommodation of collection description.

Gordon Dunsire
RSC Liaison to IFLA PRESSoo Review Group
20 September 2021

303   RSC/TechnicalWG/2021/2: Collection-level description
Implementing the Collections Model in RDA
Part 1

Prepared by the Technical Working Group for the October 2021 Meeting of the RDA Steering Committee

Abstract

This proposal set is 1 of 4 to address the coverage of the concept of "collections" and "collection level description" (CLD) in RDA. This set proposes to implement the collections model in RDA as developed by the Technical Working Group. It proposes new relationship and attribute elements, amendments to existing elements, new vocabulary encoding schemes to support the proposed attribute elements, and new terms for the RDA Terms vocabulary encoding scheme.

Background

The implementation of the IFLA LRM (LRM) treatment of aggregates in RDA during the 3R project identified a requirement that RDA should also develop a treatment for "collections." This requirement is important for realizing the strategy of increasing adoption of RDA by cultural heritage institutions who have as their focus the description and access of collections.

A "collection" is a plan to gather two or more items that form a manifestation. Items are gathered together after their creation to form a *collection manifestation*. This is to be contrasted with an "aggregate" that is a gathering of two or more expressions that are embodied within a manifestation. "Collections" can be as coarse as the entirety of the holdings of a research library or as granular as the papers produced by a specific person.

LRM provides a cursory treatment of collections. There is also an extensive literature of earlier, pre-LRM models for collections. Building on this work, this proposal set provides for new relationship and attribute elements, amendments to existing elements, new vocabulary encoding schemes, and new terms for the RDA Terms VES in order to implement a model for collections in RDA that is compliant with LRM.

Guidance concerning the collections model should be added to RDA Toolkit in the future, but will be developed at a later time as a follow-up proposal to the suite of proposals related to collections and their coverage in RDA.

Structure

Recommendations for changes to RDA are provided in the Justifications section. The impact of changes to the Toolkit text are provided in Appendix 1. Templates of standard Toolkit text are provided in Appendix 2.

Justifications

Collections model

This is the basic model diagram for a collection in RDA, developed by the Technical Working Group:

(Collection) Work

1-1

(Collection) Expression

1-1

(Collection) Manifestation — 1 "subcollection" >1 → (Collection) Manifestation

1-1

(Collection) Item

1 "holding" >1 → Item — >1 "accompanied" >1 / >1 "bound" >1 → Item
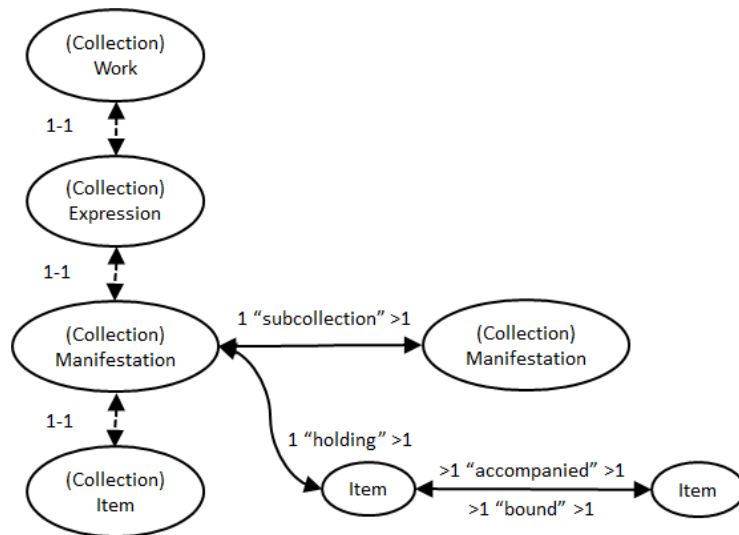
Primary WEMI stack for collections

A *collection work* is a plan for selecting items that are to be gathered together for some purpose. It realizes one and only one *collection expression* which in turn realizes one and only one *collection manifestation.* The *collection item* is the one and only exemplar of the *collection manifestation.* A *collection item* is the set of all items that are gathered by the *collection work*.

***Recommendation 1*: Add concepts for *collection work, collection expression, collection manifestation,* and *collection item* to the RDA Terms vocabulary encoding scheme.**

The cardinality constraints of the WEMI stack for collections will be described in Guidance that will be developed at a later date.

Attributes of a *collection work*

Because the *collection work* is the plan for how items are selected that form the *collection item*, two new attribute elements are needed to describe the accrual method and the accrual policy for the items

that are to be gathered together. In addition to this, two new vocabulary encoding schemes are required to support the new elements. The terms in each VES are considered a baseline and may have terms added to them in the future, if needed.

Recommendation 2: **Add an attribute element with a domain of Work to describe the accrual methods associated with a** *collection work* **with the label "collection accrual method."**

Recommendation 3: **Add an attribute element with a domain of Work to describe the accrual policies associated with a** *collection work* **with the label "collection accrual policy."**

Recommendation 4: **Add a vocabulary encoding scheme for the collection accrual method attribute element.**

Recommendation 5: **Add a vocabulary encoding scheme for the collection accrual policy attribute element.**

Subcollections

A subcollection is a *collection manifestation* that is a part of a larger *collection manifestation*. This whole-part relationship between *collection manifestations* does not extend to a whole-part relationship between *collection expressions* or *collection works*, as the plans for each of the *collection works* are independent of one another.

This is different from how whole-part relationships sometimes operate in the WEM-stack. A whole-part relationship between manifestations may imply a whole-part relationship between embodied expressions and a whole-part relationship between realized works.

Because the whole-part relationship between *collection manifestations* does not extend to its *collection expressions* or *collection works*, it is desirable to have elements that avoid the transference described above. These new elements also support concepts used in archival collections, such as the concept of "fonds" or other hierarchical structures. Because the elements are still describing a whole-part relationship between manifestations, these new elements are element subtypes of "part manifestation"/"part of manifestation."

Recommendation 6: **Add a relationship element with a domain and range of Manifestation with the label "subcollection" as an element subtype of "part manifestation" to relate a larger** *collection manifestation* **to another** *collection manifestation* **that is a discrete component of the larger** *collection manifestation*.

Recommendation 7: **Add a relationship element with a domain and range of Manifestation with the label "subcollection of" as an element subtype of "part of manifestation" to relate a component** *collection manifestation* **to the** *collection manifestation* **that it is a discrete component of.**

Collection manifestations and constituent items

LRM defines relationships for whole-part relationships between two or more works, two or more expressions, and two or more manifestations. A whole-part relationship is not defined for items. This is because LRM treats characteristics that are common to all exemplars of a manifestation as characteristics of the manifestation. This treatment holds even in the case of a manifestation singleton, a manifestation that has one and only one exemplar. Therefore if the one and only exemplar has constituent parts, this should be described using the manifestation elements "part manifestation/part of manifestation."

A *collection manifestation* is a manifestation singleton.

Yet a *collection manifestation* is different from other types of manifestations because its *collection item* is the set of all items that are gathered together as part of the plan for the *collection work*. The constituent items are independent of one another, which also means that the manifestations of the constituent items are also independent of one another. It follows that the manifestations of the constituent items gathered in a collection do not have logical whole-part relationships with the *collection manifestation*.

However it is desirable from an user perspective to know if a constituent item is included in a collection, or what specific items constitute a collection. In order to facilitate this user task, and to maintain the alignment between RDA and LRM, two new elements are proposed to relate a *collection manifestation* to its constituent items.

Recommendation 8: **Add a relationship element with a domain of Manifestation and range of Item with the label "holding" as an element subtype of "related item of manifestation" to relate a *collection manifestation* to a constituent item.**

Recommendation 9: **Add a relationship element with a domain of Item and range of Manifestation with the label "holding of" as an element subtype of "related manifestation of item" to relate a constituent item to a *collection manifestation*.**

Locations of collection manifestations and items

Collection manifestations and their related items are stored in places. These places may be coarsely or granularly defined. For example, a place could be a campus of an institution with multiple buildings or as specific as a shelf location. Users require this information in order to access collections.

In order to accommodate this user need, new elements are proposed for locations of *collection manifestations* and for the locations of related items. The elements related to the locations of related items are shortcuts whose full paths use the elements proposed in recommendations 8 and 9.

Recommendation 10: **Add a relationship element with a domain of Manifestation and range of Place with the label "location of collection" as an element subtype of "related place of manifestation" to relate a *collection manifestation* to a place where it is stored.**

Recommendation 11: Add a relationship element with a domain of Place and range of Manifestation with the label "location of collection of" as an element subtype of "related manifestation of place" to relate a place where a *collection manifestation* is stored to the *collection manifestation*.

Recommendation 12: Add a relationship element with a domain of Item and range of Place with the label "location of item" as an element subtype of "related place of item" to relate an item to a place where it is stored.

Recommendation 13: Add a relationship element with a domain of Place and range of Item with the label "location of item of" as an element subtype of "related item of place" to relate a place where an item is stored to the item.

Conformance of existing elements with the model for collections

Several elements that describe relationships between two items and relationships between two manifestations require amendment in order to conform with the collections model.

The "bound with" concept describes a situation where two or more exemplars of independent manifestations whose carrier types are "volume" or "sheet" are physically bound together. Viewed through the lens of the collections model, a "bound with" is a kind of *collection manifestation*. Accordingly, the definition of the element "bound with" should be modified and a scope note added to define the scope of the element as being limited to exemplars whose manifestations have a carrier type of "volume" or "sheet."

The "bound with" element is a shortcut. The full path uses the elements proposed in recommendations 8 and 9.

Recommendation 14: Amend the definition of "bound with" in order to conform to the collections model, add a scope note for clarity, and add text to the Toolkit describing the shortcut.

Two other elements also indicate a physical conjunction between 2 or more items: "filmed with item" and "on disc with item." In practice, a truly bound-with situation for a microform or disc is restricted to unusual or impossible situations. In the case of a microform, the use case is limited to a microfilm that is spliced together from other microfilms. For a disc, a bound-with situation is impossible.

The definitions of these elements also suggest that what is actually being described are relationships between reproductions of items that are reproduced on the same microform or disc.

There are two possible solutions. "Filmed with item" and "on disc with item" could be retained with revised labels and definitions and become element subtypes of "related item of item." The other solution, which is recommended by the Technical Working Group, is to soft-deprecate the existing elements in favor of a new element that reflects the semantics of the existing elements, but is broader in scope. The new element would be a shortcut whose full path uses the existing elements of "reproduced as item," "part of manifestation," "part manifestation," and "reproduction of item of."

Recommendation 15: **Add a relationship element with a domain and range of Item with the label "on manifestation with" as an element subtype of "related item of item" to relate an item that is reproduced on the same manifestation as an item.**

Recommendation 16: **Soft-deprecate "filmed with item" and "on disc with item" with a recommendation to use the new element "on manifestation with."**

The element "accompanied by item," when viewed through the collections model, can be seen as relating two items that are in the same collection and should be retained in RDA. For reasons of clarity and consistency with the collections model, the label and definition for the element should be amended. The existing element is also a shortcut whose full path uses the new elements proposed in recommendations 8 and 9.

Recommendation 17: **Amend the label of "accompanied by item" to "held with," amend the definition for consistency and clarity, and add text to the Toolkit describing the shortcut.**

There are parallel manifestation elements that somewhat mirror the existing elements of "accompanied by item" and its element subtypes: "accompanied by manifestation," "issued with," "filmed with manifestation," and "on disc with manifestation." These elements are used to relate the parts of manifestations to one another without identifying the whole manifestation of which they are a part. These elements are shortcuts whose full path uses the existing elements "part manifestation" and "part of manifestation."

The use of the word "issued" in the definition of "accompanied by manifestation" and in the label "issued with" has the potential to be confused with how the term "issue" is used in relation to *serial works*. The definitions of these elements and the label for "issued with" should be amended for consistency and clarity. Text should also be added to the Toolkit to describe the shortcuts for each element.

Recommendation 18: **Amend the definition of "accompanied by manifestation" for consistency and clarity and add text to the Toolkit describing the shortcut.**

Recommendation 19: **Amend the label of "issued with" to "on carrier unit with," amend the definition for consistency and clarity, and add text to the Toolkit describing the shortcut.**

The elements "filmed with manifestation" and "on disc with manifestation" could also be amended for consistency and clarity, with text added to describe the full path of the shortcut, or they could be soft-deprecated in favor of using a broader element. The Technical Working Group recommends the latter course. The recommended element would be the element "issued with" as revised in recommendation 19.

Recommendation 20: **Soft-deprecate "filmed with manifestation" and "on disc with manifestation" with a recommendation to use the element "issued with" as revised in recommendation 17.**

Impact

The proposed implementation of the collections model in RDA should help in realizing the strategic goal of expanding the adoption of RDA by cultural heritage institutions, especially those whose focus is on the description of collections.

The cataloging of discrete manifestations, such as a published manifestation or a manuscript, should for the most part be unaffected by the implementation of the collections model. Specific situations encountered in traditional cataloging, such as the cataloging of a resource that binds together two separate manifestations, benefit from the introduction of the collections model.

While several elements are soft-deprecated in this proposal, those elements will still be available for use, if desired.

Summary of recommendations

Recommendation 1: Add concepts for *collection work, collection expression, collection manifestation,* and *collection item* to the RDA Terms vocabulary encoding scheme.

Recommendation 2: Add an attribute element with a domain of Work to describe the accrual methods associated with a *collection work* with the label "collection accrual method."

Recommendation 3: Add an attribute element with a domain of Work to describe the accrual policies associated with a *collection work* with the label "collection accrual policy."

Recommendation 4: Add a vocabulary encoding scheme for the collection accrual method attribute element.

Recommendation 5: Add a vocabulary encoding scheme for the collection accrual policy attribute element.

Recommendation 6: Add a relationship element with a domain and range of Manifestation with the label "subcollection" as an element subtype of "part manifestation" to relate a larger *collection manifestation* to another *collection manifestation* that is a discrete component of the larger *collection manifestation*.

Recommendation 7: Add a relationship element with a domain and range of Manifestation with the label "subcollection of" as an element subtype of "part of manifestation" to relate a component *collection manifestation* to the *collection manifestation* that it is a discrete component of.

Recommendation 8: Add a relationship element with a domain of Manifestation and range of Item with the label "holding" as an element subtype of "related item of manifestation" to relate a *collection manifestation* to a constituent item.

Recommendation 9: Add a relationship element with a domain of Item and range of Manifestation with the label "holding of" as an element subtype of "related manifestation of item" to relate a constituent item to a *collection manifestation*.

Recommendation 10: Add a relationship element with a domain of Manifestation and range of Place with the label "location of collection" as an element subtype of "related place of manifestation" to relate a *collection manifestation* to a place where it is stored.

Recommendation 11: Add a relationship element with a domain of Place and range of Manifestation with the label "location of collection of" as an element subtype of "related manifestation of place" to relate a place where a *collection manifestation* is stored to the *collection manifestation*.

Recommendation 12: Add a relationship element with a domain of Item and range of Place with the label "location of item" as an element subtype of "related place of item" to relate an item to a place where it is stored.

Recommendation 13: Add a relationship element with a domain of Place and range of Item with the label "location of item of" as an element subtype of "related item of place" to relate a place where an item is stored to the item.

Recommendation 14: Amend the definition of "bound with" in order to conform to the collections model, add a scope note for clarity, and add text to the Toolkit describing the shortcut.

Recommendation 15: Add a relationship element with a domain and range of Item with the label "on manifestation with" as an element subtype of "related item of item" to relate an item that is reproduced on the same manifestation as an item.

Recommendation 16: Soft-deprecate "filmed with item" and "on disc with item" with a recommendation to use the new element "on manifestation with."

Recommendation 17: Amend the label of "accompanied by item" to "held with," amend the definition for consistency and clarity, and add text to the Toolkit describing the shortcut.

Recommendation 18: Amend the definition of "accompanied by manifestation" for consistency and clarity and add text to the Toolkit describing the shortcut.

Recommendation 19: Amend the label of "issued with" to "on carrier unit with," amend the definition for consistency and clarity, and add text to the Toolkit describing the shortcut.

Recommendation 20: Soft-deprecate "filmed with manifestation" and "on disc with manifestation" with a recommendation to use the element "issued with" as revised in recommendation 17.

Appendix 1: Recommendations in Toolkit

Recommendation 1: **Add concepts for *collection work, collection expression, collection manifestation,* and *collection item* to the RDA Terms vocabulary encoding scheme.**

Label	collection work
Definition	A work that is a plan for selecting items that are to be gathered and kept together for some purpose.

Label	collection expression
Definition	An expression that is the realization of a collection work.

Label	collection manifestation
Definition	A manifestation that is the embodiment of a collection work and expression.

Label	collection item
Definition	An item that is the exemplar of a collection manifestation.
Scope note	A collection item is the set of all items that are gathered by a collection work.

Recommendation 2: **Add an attribute element with a domain of Work to describe the accrual methods associated with a *collection work* with the label "collection accrual method."**

Toolkit label	collection accrual method
Toolkit definition	A method of transfer of ownership of the items that are added to a manifestation of a collection work.
Domain	Work
Toolkit text	Standard text for attribute elements that have an available RDA vocabulary encoding scheme with incomplete coverage. See template.

Recommendation 3: **Add an attribute element with a domain of Work to describe the accrual policies associated with a *collection work* with the label "collection accrual policy."**

Toolkit label	collection accrual policy
Toolkit definition	A policy for selecting items that are added to a manifestation of a collection work.
Domain	Work
Toolkit text	Standard text for attribute elements that have an available RDA vocabulary encoding scheme with incomplete coverage. See template.

Recommendation 4: **Add a vocabulary encoding scheme for the collection accrual method attribute element.**

Title: RDA Collection Accrual Method

Coverage: Incomplete, additions may be made.

Toolkit label	Toolkit definition
loan	A collection accrual method that adds items to a collection for a fixed or open-ended timespan with no transfer of ownership or financial transaction.
deposit	A collection accrual method that adds items to a collection permanently with no transfer of ownership or financial transaction.
donation	A collection accrual method that adds items to a collection permanently with a transfer of ownership but no financial transaction.
license	A collection accrual method that adds items to a collection for a fixed or open-ended timespan with no transfer of ownership but with a financial transaction.
purchase	A collection accrual method that adds items to a collection permanently with a transfer of ownership and a financial transaction.

Recommendation 5: **Add a vocabulary encoding scheme for the collection accrual policy attribute element.**

Title: RDA Collection Accrual Policy

Coverage: Incomplete, additions may be made.

Toolkit label	Toolkit definition
closed	A collection accrual policy that does not add items to a collection.
passive	A collection accrual policy that adds items to a collection when the items are in scope for the collection but have been acquired for other reasons.
active	A collection accrual policy that seeks, acquires, and adds items to a collection.
selective	A collection accrual policy that adds items to one or more subcollections of a collection.

Recommendation 6: **Add a relationship element with a domain and range of Manifestation with the label "subcollection" as an element subtype of "part manifestation" to relate a larger** *collection manifestation* **to another** *collection manifestation* **that is a discrete component of the larger** *collection manifestation*.

Toolkit label	subcollection
Toolkit definition	A manifestation of a collection work that is a discrete component of a manifestation of another collection work.
Domain	Manifestation
Range	Manifestation
subtype of	part manifestation
Toolkit text	Standard text for relationship elements. See template.

Recommendation 7: **Add a relationship element with a domain and range of Manifestation with the label "subcollection of" as an element subtype of "part of manifestation" to relate a component** *collection manifestation* **to the** *collection manifestation* **that it is a discrete component of.**

Toolkit label	subcollection of
Toolkit definition	A manifestation of collection work that has a manifestation of another collection work as a discrete component.
Domain	Manifestation
Range	Manifestation

subtype of	part of manifestation
Toolkit text	Standard text for relationship elements. See template.

Recommendation 8: Add a relationship element with a domain of Manifestation and range of Item with the label "holding" as an element subtype of "related item of manifestation" to relate a *collection manifestation* to a constituent item.

Toolkit label	holding
Toolkit definition	An item that is included in the manifestation of a collection work.
Domain	Manifestation
Range	Item
subtype of	related item of manifestation
Toolkit text	Standard text for relationship elements. See template.

Recommendation 9: Add a relationship element with a domain of Item and range of Manifestation with the label "holding of" as an element subtype of "related manifestation of item" to relate a constituent item to a *collection manifestation*.

Toolkit label	holding of
Toolkit definition	A manifestation of a collection work that includes the item.
Domain	Item
Range	Manifestation
subtype of	related manifestation of item
Toolkit text	Standard text for relationship elements. See template.

Recommendation 10: Add a relationship element with a domain of Manifestation and range of Place with the label "location of collection" as an element subtype of "related place of manifestation" to relate a *collection manifestation* to a place where it is stored.

Toolkit label	location of collection

Toolkit definition	A place where the manifestation of a collection work is stored.
Domain	Manifestation
Range	Place
subtype of	related place of manifestation
Toolkit text	Standard text for relationship elements. See template.

Recommendation 11: **Add a relationship element with a domain of Place and range of Manifestation with the label "location of collection of" as an element subtype of "related manifestation of place" to relate a place where a *collection manifestation* is stored to the *collection manifestation*.**

Toolkit label	location of collection of
Toolkit definition	A manifestation of a collection work that is stored in a place.
Domain	Place
Range	Manifestation
subtype of	related manifestation of place
Toolkit text	Standard text for relationship elements. See template.

Recommendation 12: **Add a relationship element with a domain of Item and range of Place with the label "location of item" as an element subtype of "related place of item" to relate an item to a place where it is stored.**

Toolkit label	location of item
Toolkit definition	A place where an item is held, stored, or made available for access.
Domain	Item
Range	Place
subtype of	related place of item
Shortcut for	<Item> holding of <Manifestation> location of collection <Place>

Toolkit shortcut text	This element is a *shortcut* for the following chain of relationships: 1. Item: **holding of** for the manifestation of a *collection work* that includes the item 2. Manifestation: **location of collection** for the place where a manifestation of a *collection work* is stored The element does not identify any *collection manifestation*. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.
Toolkit text	Standard text for relationship elements that are shortcuts. See template.

Recommendation 13: **Add a relationship element with a domain of Place and range of Item with the label "location of item of" as an element subtype of "related item of place" to relate a place where an item is stored to the item.**

Toolkit label	location of item of
Toolkit definition	An item that is held, stored, or made available for access in a place.
Domain	Place
Range	Item
subtype of	related item of place
Shortcut for	<Place> location of collection of <Manifestation> holding <Item>
Toolkit shortcut text	This element is a *shortcut* for the following chain of relationships: 1. Place: **location of collection of** for the manifestation of a *collection work* 2. Manifestation: **holding** for the item that is included in a *collection manifestation* The element does not identify any *collection manifestation*. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.
Toolkit text	Standard text for relationship elements that are shortcuts. See template.

Recommendation 14: **Amend the definition of "bound with" in order to conform to the collections model, add a scope note for clarity, and add text to the Toolkit describing the shortcut.**

	Current	New
Toolkit label	bound with	
Toolkit definition	An item that is physically combined or joined with an item.	An item that is physically combined with an item to form a collection manifestation.
Scope notes		Each item originally exemplifies a manifestation that is a sheet or volume.
Shortcut for		<Item> holding of <Manifestation> holding <Item>
Toolkit shortcut text		This element is a *shortcut* for the following chain of relationships: 1. Item: **holding of** for the manifestation of a *collection work* 2. Manifestation: **holding** for the item that is included in a *collection manifestation* The element does not identify any *collection manifestation*. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.

Recommendation 15: **Add a relationship element with a domain and range of Item with the label "on manifestation with" as an element subtype of "related item of item" to relate an item that is reproduced on the same manifestation as an item.**

Toolkit label	on manifestation with

Toolkit definition	An item that is reproduced on the same manifestation as an item
Domain	Item
Range	Item
subtype of	related item of item
Shortcut for	<Item> reproduced as item <Manifestation> part of manifestation <Manifestation> part manifestation <Manifestation> reproduction of item of <Item>
Toolkit shortcut text	This element is a *shortcut* for the following chain of relationships: 1. Item: **reproduced as item** for a manifestation that reproduces the item 2. Manifestation: **part of manifestation** for a manifestation that includes the component manifestation 3. Manifestation: **part manifestation** for a manifestation that is a component of the complete manifestation 4. Manifestation: **reproduction of item of** for an item that is used as the basis for the component manifestation The element does not identify any manifestations that are exemplified by the items or the manifestation that includes the component manifestations. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.
Toolkit text	Standard text for relationship elements that are shortcuts. See template.

Recommendation 16: **Soft-deprecate "filmed with item" and "on disc with item" with a recommendation to use the new element "on manifestation with."**

	Current	New
Toolkit label	filmed with item	
Soft-deprecation		Soft-deprecated in favor of "on manifestation with"
Soft-deprecation Toolkit text		The following option is recommended.

| | | OPTION
Record a value of Item: **on manifestation with**. |
| | | |

	Current	New
Toolkit label	on disc with item	
Soft-deprecation		Soft-deprecated in favor of "on manifestation with"
Soft-deprecation Toolkit text		The following option is recommended. OPTION Record a value of Item: **on manifestation with**.

Recommendation 17: Amend the label of "accompanied by item" to "held with," amend the definition for consistency and clarity, and add text to the Toolkit describing the shortcut.

	Current	New
Toolkit label	accompanied by item	held with
Toolkit definition	An item that is brought together with another item after being issued.	An item that is held in the same collection as an item.
Shortcut for		<Item> holding of <Manifestation> holding <Item>
Toolkit shortcut text		This element is a *shortcut* for the following chain of relationships: 1. Item: **holding of** for the manifestation of a *collection work* 2. Manifestation: **holding** for the item that is included in a *collection manifestation*

		The element does not identify any *collection manifestation*. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.

Recommendation 18: **Amend the definition of "accompanied by manifestation" for consistency and clarity and add text to the Toolkit describing the shortcut.**

	Current	New
Toolkit label	accompanied by manifestation	
Toolkit definition	A manifestation that is issued with another manifestation, without any relationship to its content.	A manifestation that is a part of the same manifestation as another part manifestation.
Shortcut for		<Manifestation> part of manifestation <Manifestation> part manifestation <Manifestation>
Toolkit shortcut text		This element is a *shortcut* for the following chain of relationships: 1. Manifestation: **part of manifestation** for a manifestation that includes the component manifestation 2. Manifestation: **part manifestation** for a manifestation that is a component of the complete manifestation The element does not identify the manifestation that includes the component manifestations.

		For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.

Recommendation 19: Amend the label of "issued with" to "on carrier unit with," amend the definition for consistency and clarity, and add text to the Toolkit describing the shortcut.

	Current	New
Toolkit label	issued with	on carrier unit with
Toolkit definition	A manifestation that is issued on the same carrier as a manifestation being described.	A manifestation that is a part of the same carrier unit as another part manifestation.
Shortcut for		<Manifestation> part of manifestation <Manifestation> part manifestation <Manifestation>
Toolkit shortcut text		This element is a *shortcut* for the following chain of relationships: 1. Manifestation: **part of manifestation** for a manifestation that includes the component manifestation 2. Manifestation: **part manifestation** for a manifestation that is a component of the complete manifestation The element does not identify the manifestation that includes the component manifestations. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.

Recommendation 20: **Soft-deprecate "filmed with manifestation" and "on disc with manifestation" with a recommendation to use the element "issued with" as revised in recommendation 17.**

	Current	New
Toolkit label	filmed with manifestation	
Soft-deprecation		Soft-deprecated in favor of on carrier unit with
Soft-deprecation Toolkit text		The following option is recommended. OPTION Record a value of Manifestation: **on carrier unit with**.

	Current	New
Toolkit label	on disc with manifestation	
Soft-deprecation		Soft-deprecated in favor of on carrier unit with
Soft-deprecation Toolkit text		The following option is recommended. OPTION Record a value of Manifestation: **on carrier unit with**.

Appendix 2: Toolkit Templates

<attribute element with RDA VES with incomplete coverage>

Definition and Scope
<Auto-generated from RDA Vocabularies>

Element Reference
<Auto-generated from RDA Vocabularies>

Prerecording

Recording
Recording an unstructured description

> **OPTION**
> Record an uncontrolled term or a term that is transcribed from a *source of information*.

> **OPTION**
> Record details or other unstructured information.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description

> **OPTION**
> Record an appropriate term from the <VES Name> *vocabulary encoding scheme*:
>
> <List Of Terms>
>
> For a definition, scope note, and notation of a term, see <VES Name>.
>
> This *vocabulary encoding scheme* has incomplete coverage of scope.
>
> Additional values may be included in the future.

> **OPTION**

Record a term from another suitable *vocabulary encoding scheme*. For general guidance, see Guidance: Introduction to RDA. Data elements. Data values.

OPTION

Record a *vocabulary encoding scheme* that is used as a *source of information* for a term. For general guidance, see Guidance: Data provenance. Recording a source of metadata.

CONDITION

None of the terms in a *vocabulary encoding scheme* is appropriate or sufficiently specific.

OPTION

Record a suitable uncontrolled term as an unstructured description.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier

OPTION

Record a notation for a term from the RDA *vocabulary encoding scheme*.
For a list of notations, see <VES Name>.

OPTION

Record an identifier or notation for a term from another suitable *vocabulary encoding scheme*. For general guidance, see Guidance: Introduction to RDA. Data elements. Data values.

OPTION

Record a *vocabulary encoding scheme* that is used as a *source of information* for an identifier. For general guidance, see Guidance: Data provenance. Recording a source of metadata.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI

OPTION

Record an IRI for a term or concept as a *real-world object* selected from the RDA *vocabulary encoding scheme*.

For a list of IRIs, see <Name of VES>.

OPTION

Record an IRI for a term or concept as a *real-world object* selected from another suitable *vocabulary encoding scheme*.

For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
<Auto-generated from RDA Vocabularies>

<relationship element>
Definition and Scope

<Auto-generated from RDA Vocabularies>

Element Reference

<Auto-generated from RDA Vocabularies>

Prerecording

Recording
Record this element as a value of <Domain entity>: <appellation of entity label> or as an IRI.

Recording an unstructured description
Record an unstructured description for a related <domain entity> as a value of <Domain entity>: <title or name of entity label>.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related <domain entity> as a value of <Domain entity>: <access point for entity label>.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a related <domain entity> as a value of <Domain entity>: <identifier for entity label>.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related expression as a *real-world object*.

For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements

<Auto-generated from RDA Vocabularies>

<shortcut relationship element>
Definition and Scope

<Auto-generated from RDA Vocabularies>

Element Reference

<Auto-generated from RDA Vocabularies>

Prerecording
This element is a *shortcut* for the following chain of relationships:

<Shortcut text>

For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. Relationship shortcuts.

Recording
Record this element as a value of <Domain entity>: <appellation of entity label> or as an IRI.

Recording an unstructured description
Record an unstructured description for a **related <domain entity>** as a value of <Domain entity>: <title or name of entity label>.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a **related <domain entity>** as a value of <Domain entity>: <access point for entity label>.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a **related <domain entity>** as a value of <Domain entity>: <identifier for entity label>.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related expression as a *real-world object*.

For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
<Auto-generated from RDA Vocabularies>

Implementing the Collections Model in RDA
Part 2: Subject Hierarchy Revisions to Accommodate Collection Level Description

Prepared by the Technical Working Group for the October 2021 Meeting of the RDA Steering Committee

Abstract

This proposal set is the 2nd in a series of 4 to address the coverage of the concept of "collections" and "collection level description" (CLD) in RDA. This set builds on the proposals submitted for the implementation of the collections model and lays the groundwork for a 3rd set of proposals by adding and amending elements within a section of the RDA entity subject hierarchies and revising definitions of concepts in RDA Terms in order to support the creation of metadata description sets that describe collections and the relationship between collections and their descriptions.

Background

The implementation of the IFLA-LRM (LRM) treatment of aggregates in RDA during the 3R project identified a requirement that RDA should also develop a treatment for "collections." This requirement is important for realizing the strategy of increasing adoption of RDA by cultural heritage institutions who have as their focus the description and access of collections.

A set of proposals for implementation of the collections model has been submitted as RSC/TechnicalWG/2021/2 Part 1. This set of proposals provides several recommendations for revising the already existing infrastructure in RDA for relating an RDA entity to works that describe that entity. These revisions are necessary to fully implement collection level description in RDA, that is, the *metadata works* that describe collections and how they are related to the collections they describe.

Proposals that implement collection descriptions proper in RDA are the subject of the 3rd proposal in this set.

Structure

Recommendations for changes to RDA are provided in the Justifications section. The impact of changes to the Toolkit text are provided in Appendix 1. Templates of standard Toolkit text are provided in Appendix 2.

Justifications

Descriptive works

RDA provides relationship elements for an RDA entity that is described by a work. In other words, the entity is the target of a descriptive work. These relationships can broadly be called "descriptive work elements."

Review of the descriptive work elements have revealed several issues related to clarity and consistency of labels and definitions and resolution of these issues should lead to better understanding and aid in the translation of these elements.

Recommendation 1: **Amend the label for "RDA entity critiqued in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.**

Recommendation 2: **Amend the label for "RDA entity described in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element and its work, expression, and manifestation element subtypes.**

Recommendation 3: **Amend the label for "RDA entity evaluated in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.**

Recommendation 4: **Amend the label for "RDA entity reviewed in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.**

The elements "item critiqued in," item evaluated in," and "item reviewed in" and their inverses have no utility and should be deprecated. Critiques, evaluations, and reviews of an item in this sense must also apply to all exemplars of the manifestation, which means that the manifestation elements should be used.

Recommendation 5: **Deprecate the elements "item critiqued in," "item evaluated in," and "item reviewed in" and their inverses.**

The current hierarchy for the elements amended in recommendations 1 and 4 is also in need of revision. The current flat hierarchy is a barrier to the accommodation of new elements needed for collection descriptions. The elements using "critiqued" or "reviewed" and their inverses should become element subtypes of the elements using "evaluated" and its inverses.

The work, expression, and manifestation element subtypes of "RDA entity evaluated by"/"evaluation of RDA entity" are in error regarding their broader element. They are currently element subtypes of "[work, expression, manifestation] described by"/"description of [work, expression, manifestation]" and

should be element subtypes of "subject [work, expression, manifestation] of"/"subject [work, expression, manifestation]."

The general structure of the new hierarchy would be:

- (RDA Entity) subject RDA entity of (Work)
  - RDA entity described by
  - RDA entity evaluated by
    - RDA entity critiqued by
    - RDA entity reviewed by

Recommendation 6: **Revise the hierarchy for the elements amended in recommendation 1 to be element subtypes of the elements using the "evaluation of/evaluation by" semantics.**

Recommendation 7: **Revise the hierarchy for the elements amended in recommendation 4 to be element subtypes of the elements using the "evaluation of/evaluation by" semantics.**

Recommendation 8: **Revise the hierarchy for work, expression, and manifestation subtypes of "RDA entity evaluated by" and "evaluation of RDA entity" to be element subtypes of the work, expression, and manifestation subtypes of "subject RDA entity of" and "subject RDA entity" respectively.**

There is also an argument that the specific elements and their inverses using "critiqued" and "reviewed" are too specific and only have marginal utility. These elements and their inverses could be soft-deprecated in favor of the broader element using "evaluation."

Question 1: **Does the RSC wish to soft-deprecate the elements using "critiqued" and "reviewed" and their inverses in favor of the element using "evaluated" and its inverses?**

Metadata works

RDA defines a *metadata work* as "A work that is a metadata statement or a metadata description set."

RDA currently does not provide any elements that relate an entity to a *metadata work* that describes the entity. Elements like the ones described should be added to support not just traditional bibliographic description, but collection level description as well.

A *metadata work* is a kind of descriptive work. An element relating an entity to a metadata work about the entity fits into the semantics of the "RDA entity described by"/"description of RDA entity" hierarchy. Therefore the new elements should be an element subtypes of these for every RDA entity.

Recommendation 9: **Add new elements to every entity to relate an entity to a metadata work.**

Analysis of the two kinds of metadata works, *metadata description set* and *metadata statement* show that they can be treated as being embodied in an aggregate. A manifestation of a *metadata description set* (e.g., a catalog record) is an aggregate. Each manifestation of a *metadata statement* (e.g. an RDF

triple) is the embodiment of an expression that is aggregated. The aggregating work, the plan for the selection, layout, and ordering of metadata statements, is the *metadata description set*.

The definitions in RDA Terms of *metadata description set* and *metadata work* should be amended to reflect the above analysis. In addition to this, a scope note should be added for *metadata description set* to describe that such a plan may be used in an *application profile*.

Recommendation 10: **Amend the definition and add a scope note for *metadata description set*. Amend the definition of *metadata statement*.**

Impact

The adoption of the recommendations in this proposal are necessary for implementing collection level description in RDA.

The revision of a portion of the subject hierarchy will allow for better understanding of the utility of these elements by users and will also accommodate the recommendations for collection-level description proper in the 3rd proposal set. A survey of the use of the affected elements has revealed little to no use of the existing relationships, so there should be little impact on current cataloging processes.

The revision of terms and definitions in the subject hierarchies and in RDA Terms will allow for a better understanding of the semantics and intended uses of several of the subject elements and will aid in the understanding of *metadata work* and its associated concepts *metadata statement* and *metadata description set*.

The recommendations also fill in a major lacuna in RDA: while RDA provides relationships and attributes to describe the resources cultural heritage institutions collect and the entities often associated with them, RDA is nearly silent about the thing it is intended to produce: *metadata description sets*. The recommendations make clear that the descriptions of an entity are embodied in an aggregate. It embodies expressions of aggregated works, each a *metadata statement*. The plan for selecting and arranging the *metadata statements* in the aggregate is the *metadata description set*, the *aggregating work*.

The final 2 parts of this proposal provide recommendations for relating collections to kinds of *metadata description sets* and for relating agents responsible for creating collections and metadata description sets.

Summary of recommendations

Recommendation 1: Amend the label for "RDA entity critiqued in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.

Recommendation 2: Amend the label for "RDA entity described in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element and its work, expression, and manifestation element subtypes.

Recommendation 3: Amend the label for "RDA entity evaluated in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.

Recommendation 4: Amend the label for "RDA entity reviewed in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.

Recommendation 5: Deprecate the elements "item critiqued in," "item evaluated in," and "item reviewed in" and their inverses.

Recommendation 6: Revise the hierarchy for the elements amended in recommendation 1 to be element subtypes of the elements using the "evaluation of/evaluation by" semantics.

Recommendation 7: Revise the hierarchy for the elements amended in recommendation 4 to be element subtypes of the elements using the "evaluation of/evaluation by" semantics.

Recommendation 8: Revise the hierarchy for work, expression, and manifestation subtypes of "RDA entity evaluated by" and "evaluation of RDA entity" to be element subtypes of the work, expression, and manifestation subtypes of "subject RDA entity of" and "subject RDA entity" respectively.

Question 1: Does the RSC wish to soft-deprecate the elements using "critiqued" and "reviewed" and their inverses in favor of the element using "evaluated" and its inverses?

Recommendation 9: Add new elements to every entity to relate an entity to a metadata work.

Recommendation 10: Amend the definition and add a scope note for *metadata description set*. Amend the definition of *metadata statement*.

Appendix 1: Recommendations in Toolkit

Recommendation 1: **Amend the label for "RDA entity critiqued in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.**

Recommendation 6: **Revise the hierarchy for the elements amended in recommendation 1 to be element subtypes of the elements using the "evaluation of/evaluation by" semantics.**

	Current	New
Toolkit label	RDA entity critiqued in	RDA entity critiqued by
Toolkit definition	A work that contains a critical evaluation of a described RDA entity.	A work that is a critical evaluation of an RDA entity.
Element subtype of	subject RDA entity of	RDA entity evaluated by

	Current	New
Toolkit label	work critiqued in	work critiqued by
Toolkit definition	A work that contains a critical evaluation of a described work.	A work that is a critical evaluation of a work.
Element subtype of	work described in	work evaluated by

	Current	New
Toolkit label	expression critiqued in	expression critiqued by
Toolkit definition	A work that contains a critical evaluation of a described expression.	A work that is a critical evaluation of an expression.
Element subtype of	expression described in	expression evaluated by

	Current	New

Toolkit label	manifestation critiqued in	manifestation critiqued by
Toolkit definition	A work that contains a critical evaluation of a described manifestation.	A work that is a critical evaluation of a manifestation.
Element subtype of	manifestation described in	manifestation evaluated by

	Current	New
Toolkit label	critique of RDA entity	
Toolkit definition	An RDA entity used as a basis for a critical evaluation.	An RDA entity that is critically evaluated by a work.
Element subtype of	subject RDA entity	evaluation of RDA entity

	Current	New
Toolkit label	critique of work	
Toolkit definition	A work used as a basis for a critical evaluation.	A work that is critically evaluated by a work.
Element subtype of	description of work	evaluation of work

	Current	New
Toolkit label	critique of expression	
Toolkit definition	An expression used as a basis for a critical evaluation.	An expression that is critically evaluated by a work.
Element subtype of	description of expression	evaluation of expression

	Current	New
Toolkit label	critique of manifestation	

Toolkit definition	A manifestation used as a basis for a critical evaluation.	A manifestation that is critically evaluated by a work.
Element subtype of	description of manifestation	evaluation of manifestation

Recommendation 2: Amend the label for RDA entity described in by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element and its work, expression, and manifestation element subtypes.

	Current	New
Toolkit label	RDA entity described in	RDA entity described by
Toolkit definition	A work that describes a described RDA entity.	A work that is a description of an RDA entity.

	Current	New
Toolkit label	work described in	work described by
Toolkit definition	A work that describes a described work.	A work that is a description of a work.

	Current	New
Toolkit label	expression described in	expression described by
Toolkit definition	A work that describes a described expression.	A work that is a description of an expression.

	Current	New
Toolkit label	manifestation described in	manifestation described by
Toolkit definition	A work that describes a described manifestation.	A work that is a description of a manifestation.

Recommendation 3: **Amend the label for "RDA entity evaluated in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.**

Recommendation 8: **Revise the hierarchy for work, expression, and manifestation subtypes of "RDA entity evaluated by" and "evaluation of RDA entity" to be element subtypes of the work, expression, and manifestation subtypes of "subject RDA entity of" and "subject RDA entity" respectively.**

	Current	New
Toolkit label	RDA entity evaluated in	RDA entity evaluated by
Toolkit definition	A work that examines or judges a described RDA entity.	A work that is an examination or judgement of an RDA entity.
Subtype of	subject RDA entity of	

	Current	New
Toolkit label	work evaluated in	work evaluated by
Toolkit definition	A work that examines or judges a described work.	A work that is an examination or judgement of a work.
Subtype of	work described in	subject work of

	Current	New
Toolkit label	expression evaluated in	expression evaluated by
Toolkit definition	A work that examines or judges a described expression.	A work that is an examination or judgement of an expression.
Subtype of	expression described in	subject expression of

	Current	New
Toolkit label	manifestation evaluated in	manifestation evaluated by

Toolkit definition	A work that examines or judges a described manifestation.	A work that is an examination or judgement of a manifestation.
Subtype of	manifestation described in	subject manifestation of

	Current	New
Toolkit label	evaluation of RDA entity	
Toolkit definition	An RDA entity that is examined or judged.	An RDA entity that is examined or judged by a work.
Subtype of	subject RDA entity	

	Current	New
Toolkit label	evaluation of work	
Toolkit definition	A work that is examined or judged.	A work that is examined or judged by a work.
Subtype of	description of work	subject work

	Current	New
Toolkit label	evaluation of expression	
Toolkit definition	An expression that is examined or judged.	An expression that is examined or judged by a work.
Subtype of	description of expression	subject expression

	Current	New
Toolkit label	evaluation of manifestation	
Toolkit definition	A manifestation that is examined or judged.	A manifestation that is examined or judged by a work.

Subtype of	description of manifestation	subject manifestation

Recommendation 4: **Amend the label for "RDA entity reviewed in" by replacing 'in' with 'by' in this label and its work, expression, and manifestation element subtypes. Amend the definitions of the element, its work, expression, and manifestation element subtypes, and their inverses for consistency and clarity.**

Recommendation 7: **Revise the hierarchy for the elements amended in recommendation 4 to be element subtypes of the elements using the "evaluation of/evaluation by" semantics.**

	Current	New
Toolkit label	RDA entity reviewed in	RDA entity reviewed by
Toolkit definition	A work that contains a brief evaluation of a described RDA entity.	A work that is a brief evaluation of an RDA entity.
Element subtype of	subject RDA entity of	RDA entity evaluated by

	Current	New
Toolkit label	work reviewed in	work reviewed by
Toolkit definition	A work that contains a brief evaluation of a described work.	A work that is a brief evaluation of a work.
Element subtype of	work described in	work evaluated by

	Current	New
Toolkit label	expression reviewed in	expression reviewed by
Toolkit definition	A work that contains a brief evaluation of a described expression.	A work that is a brief evaluation of an expression.
Element subtype of	expression described in	expression evaluated by

	Current	New
Toolkit label	manifestation reviewed in	manifestation reviewed by
Toolkit definition	A work that contains a brief evaluation of a described manifestation.	A work that is a brief evaluation of a manifestation.
Element subtype of	manifestation described in	manifestation evaluated by

	Current	New
Toolkit label	review of RDA entity	
Toolkit definition	An RDA entity used as a basis for a brief evaluation.	An RDA entity that is briefly evaluated by a work.
Element subtype of	subject RDA entity	evaluation of RDA entity

	Current	New
Toolkit label	review of work	
Toolkit definition	A work used as a basis for a brief evaluation.	A work that is briefly evaluated by a work.
Element subtype of	description of work	evaluation of work

	Current	New
Toolkit label	review of expression	
Toolkit definition	An expression used as a basis for a brief evaluation.	An expression that is briefly evaluated by a work.
Element subtype of	description of expression	evaluation of expression

	Current	New
Toolkit label	review of manifestation	
Toolkit definition	A manifestation used as a basis for a brief evaluation.	A manifestation that is briefly evaluated by a work.
Element subtype of	description of manifestation	evaluation of manifestation

Recommendation 5: **Deprecate the elements "item critiqued in," "item evaluated in," and "item reviewed in" and their inverses.**

Remove from RDA Toolkit the following elements:

Toolkit label
item critiqued in
item evaluated in
item reviewed in
critique of item
evaluation of item
review of item

Recommendation 9: **Add new elements to every entity to relate an entity to a metadata work, along with inverses.**

Toolkit label	RDA entity described with metadata by
Toolkit definition	A work that is a metadata work for an RDA entity.
Domain	RDA Entity

Range	Work
subtype of	RDA entity described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	work described with metadata by
Toolkit definition	A work that is a metadata work for a work.
Domain	Work
Range	Work
subtype of	work described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	expression described with metadata by
Toolkit definition	A work that is a metadata work for an expression.
Domain	Expression
Range	Work
subtype of	expression described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	manifestation described with metadata by
Toolkit definition	A work that is a metadata work for a manifestation.
Domain	Manifestation
Range	Work
subtype of	manifestation described by

Toolkit text	Standard text for relationship elements. See template.

Toolkit label	item described with metadata by
Toolkit definition	A work that is a metadata work for an item.
Domain	Item
Range	Work
subtype of	item described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	agent described with metadata by
Toolkit definition	A work that is a metadata work for an agent.
Domain	Agent
Range	Work
subtype of	agent described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collective agent described with metadata by
Toolkit definition	A work that is a metadata work for a collective agent.
Domain	Collective agent
Range	Work
subtype of	collective agent described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	corporate body described with metadata by

Toolkit definition	A work that is a metadata work for a corporate body.
Domain	Corporate body
Range	Work
subtype of	corporate body described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	family described with metadata by
Toolkit definition	A work that is a metadata work for a family.
Domain	Family
Range	Work
subtype of	family described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	person described with metadata by
Toolkit definition	A work that is a metadata work for a person.
Domain	Person
Range	Work
subtype of	person described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	nomen described with metadata by
Toolkit definition	A work that is a metadata work for a nomen.
Domain	Nomen
Range	Work

subtype of	nomen described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	place described with metadata by
Toolkit definition	A work that is a metadata work for a place.
Domain	Place
Range	Work
subtype of	place described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	timespan described with metadata by
Toolkit definition	A work that is a metadata work for a timespan.
Domain	Timespan
Range	Work
subtype of	timespan described by
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of RDA entity
Toolkit definition	An RDA entity that is described by a metadata work.
Domain	Work
Range	RDA Entity
subtype of	description of RDA entity
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of work
Toolkit definition	A work that is described by a metadata work.
Domain	Work
Range	Work
subtype of	description of work
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of expression
Toolkit definition	An expression that is described by a metadata work.
Domain	Work
Range	Expression
subtype of	description of expression
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of manifestation
Toolkit definition	A manifestation that is described by a metadata work.
Domain	Work
Range	Manifestation
subtype of	description of manifestation
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of item
Toolkit definition	An item that is described by a metadata work.
Domain	Work

Range	Item
subtype of	description of item
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of agent
Toolkit definition	An agent that is described by a metadata work.
Domain	Work
Range	Agent
subtype of	description of agent
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of collective agent
Toolkit definition	A collective agent that is described by a metadata work.
Domain	Work
Range	Collective agent
subtype of	description of collective agent
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of corporate body
Toolkit definition	A corporate body that is described by a metadata work.
Domain	Work
Range	Corporate body
subtype of	description of corporate body
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of family
Toolkit definition	A family that is described by a metadata work.
Domain	Work
Range	Family
subtype of	description of family
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of person
Toolkit definition	A person that is described by a metadata work.
Domain	Work
Range	Person
subtype of	description of person
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of nomen
Toolkit definition	A nomen that is described by a metadata work.
Domain	Work
Range	Nomen
subtype of	description of nomen
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of place
Toolkit definition	A place that is described by a metadata work.

Domain	Work
Range	Place
subtype of	description of place
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	metadata description of timespan
Toolkit definition	An timespan that is described by a metadata work.
Domain	Work
Range	Timespan
subtype of	description of timespan
Toolkit text	Standard text for relationship elements. See template.

Recommendation 10: **Amend the definition and add a scope note for *metadata description set*.**
Amend the definition of *metadata statement*.

	Current	New
Label	metadata description set	
Definition	One or more metadata statements that describe and relate individual instances of one or more RDA entities.	A metadata work that is an aggregating work that is a plan to select and arrange one or more expressions of one or more metadata statements and embody them in an aggregate.
Scope notes		The plan may be part of an application profile.

	Current	New
Label	metadata statement	

Definition	A piece of metadata that assigns a value to an RDA element that describes an individual instance of an RDA entity.	A metadata work that is a piece of metadata that assigns a value to an RDA element that describes an individual instance of an RDA entity.

Appendix 2: Toolkit Templates

<relationship element>

Definition and Scope

<Auto-generated from RDA Vocabularies>

Element Reference

<Auto-generated from RDA Vocabularies>

Prerecording

Recording
Record this element as a value of <Domain entity>: <appellation of entity label> or as an IRI.

Recording an unstructured description
Record an unstructured description for a related <domain entity> as a value of <Domain entity>: <title or name of entity label>.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related <domain entity> as a value of <Domain entity>: <access point for entity label>.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a related <domain entity> as a value of <Domain entity>: <identifier for entity label>.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related expression as a *real-world object*.

For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
<Auto-generated from RDA Vocabularies>

Implementing the Collections Model in RDA
Part 3: Collection Descriptions

Prepared by the Technical Working Group for the October 2021 Meeting of the RDA Steering Committee

Abstract

This proposal set is the 3rd in a series of 4 to address the coverage of the concept of "collections" and "collection level description" (CLD) in RDA. This set focuses on collection descriptions themselves, the metadata works that describe *collection manifestations*. After describing the kinds of collection description, the current coverage of these in RDA is discussed and changes are recommended for the deprecation of several elements and the establishment of new ones.

Background

The implementation of the IFLA-LRM (LRM) treatment of aggregates in RDA during the 3R project identified a requirement that RDA should also develop a treatment for "collections." This requirement is important for realizing the strategy of increasing adoption of RDA by cultural heritage institutions who have as their focus the description and access of collections.

Collection manifestations can be described by collection descriptions. RDA should be able to accommodate elements that can relate these two things to one another.

This proposal set identifies the kinds of collection descriptions and reviews the elements available in RDA for them. Where needed, recommendations are made for revising labels and definitions for reasons of consistency and clarity and new elements are recommended. Because several of the existing elements have incorrect domains and ranges, deprecation had to be recommended for technical reasons in several instances. In most cases the elements were re-established with corrected domains and ranges.

Structure

Recommendations for changes to RDA are provided in the Justifications section. The impact of changes to the Toolkit text are provided in Appendix 1. Templates of standard Toolkit text are provided in

Appendix 2. A model of collection descriptions and the amended hierarchy for subject works is in Appendix 3.

Justifications

Kinds of collection descriptions

The Technical Working Group has identified 3 kinds of collection descriptions:[1]

1. Unitary finding aid. This collection description is a *metadata description set* that describes the *collection manifestation* as a whole (along with its primary related entities), but does not describe the constituent items held by the *collection manifestation*.
2. Analytic finding aid. This collection description is a *metadata description set* that only describes the items held in a *collection manifestation*.
3. Hierarchic finding aid. This collection description is a *metadata description set* that has aspects of the unitary and analytic description sets. Use of this kind of collection description is typical of archival collection descriptions that provide descriptions of some of the items held in a *collection manifestation* and their arrangement into sub-collections.

The collections model developed by Michael Heaney also identified a 4th kind of collection description: an indexing finding aid, which is a collection description that consists of information derived from the individual items held by a *collection manifestation*. This will be treated differently from the 3 described above and will be discussed later in this proposal.

Collection Description Coverage in RDA

RDA currently provides relationship elements that are appropriate to the kinds of finding aids, but they are currently located in the augmenting element hierarchies:

- (Work) augmented by work (Work)
    - addenda work
    - appendix work
    - cadenza work
    - **catalogue** work
    - concordance work
    - errata work
    - **finding aid** work
    - guide work
    - illustrations work

---

[1] This analysis has necessarily built on the works of others, but the Group is particularly indebted to the work of Michael Heaney and his model of collections and their catalogues. Heaney's description of the model is available at http://www.ukoln.ac.uk/metadata/rslp/model/amcc-v31.pdf. Heaney's model is pre-LRM and did not distinguish aggregates from collections. These proposals rectify this and also fill in a gap in LRM.

- ○ index work
- ○ supplement work

The current placement of the highlighted elements in the augmenting hierarchy of an analytic finding aid (a catalogue) and a hierarchic finding aid (a finding aid) is inconsistent with the analysis of collection descriptions provided above. The semantics of these elements is more coherent with the semantics of the subject hierarchies.

Changes required to RDA for metadata description sets of collections

Reworking of the existing hierarchies is required to accommodate metadata description sets of *collection manifestations*. This will necessarily involve the creation of new elements and the hard deprecation (i.e., removal) of several elements.

To start, it is useful to add an element that is a supertype for the kinds of finding aid, along with its inverse. These new elements would be a subtype of the elements "manifestation described with metadata by" and "metadata description of manifestation" proposed as recommendation 9 in RSC/TechnicalWG/2021/2 part 2.

Recommendation 1: **Add a relationship element with a domain of Manifestation and range of Work with the label "finding aid" as an element subtype of "manifestation described with metadata by" to relate a *collection manifestation* to its *metadata description set*.**

Recommendation 2: **Add a relationship element with a domain of Work and range of Manifestation with the label "finding aid of" as an element subtype of "metadata description of manifestation" to relate a *metadata description set* to the *collection manifestation* that it describes.**

Unitary finding aid

The unitary finding aid is accommodated by the proposed elements in recommendations 1 and 2. All that is required is to add the concept of a unitary finding aid to RDA Terms.

Recommendation 3: **Add the concept for *unitary finding aid* to the RDA Terms vocabulary encoding scheme.**

Analytic finding aid

A library catalogue is a typical example of an analytic finding aid. There are 2 elements, along with their inverses, that are in the augmenting hierarchies of work and expressions that relate these entities to a catalogue:

- ● catalogue work
- ● catalogue expression

It is useful to retain a relationship for relating a library collection to its catalogue, but this relationship is more properly a part of the subject hierarchies. This relationship also involves a change in domain, as a collection description always describes a *collection manifestation*. Therefore "catalogue work" and its

inverse should be deprecated and re-established as an element in the subject hierarchies. The new elements would be subtypes of the elements proposed in recommendations 1 and 2.

Recommendation 4: **Deprecate "catalogue work" and "catalogue of work."**

Recommendation 5: **Add a relationship element with a domain of Manifestation and range of Work with the label "catalogue" as an element subtype of proposed element "finding aid" to relate a *collection manifestation* to its *metadata description set* of its items.**

Recommendation 6: **Add a relationship element with a domain of Work and range of Manifestation with the label "catalogue of" as an element subtype of proposed element "finding aid of" to relate a *metadata description set* of the items held in a *collection manifestation* to a *collection manifestation*.**

The element "catalogue expression" and its inverse have no utility and should be deprecated.

Recommendation 7: **Deprecate "catalogue expression" and "catalogue of expression."**

Hierarchic finding aid

An archival finding aid is a typical example of an hierarchical finding aid. There are 2 elements, along with their inverses, that are in the augmenting hierarchies of work and expressions that relate these entities to a hierarchical finding aid:

- finding aid work
- finding aid expression

It is useful to retain a relationship supporting hierarchic finding aids for the archival community, but this relationship is more properly a part of the subject hierarchies. This relationship also involves a change in domain, as a collection description always describes a *collection manifestation*. Therefore "finding aid work" and its inverse should be deprecated and re-established as an element in the subject hierarchies. The new elements would be subtypes of the elements proposed in recommendations 1 and 2.

Recommendation 8: **Deprecate "finding aid work" and "finding aid of work."**

Recommendation 9: **Add a relationship element with a domain of Manifestation and range of Work with the label "hierarchic finding aid" as an element subtype of proposed element "finding aid" to relate a *collection manifestation* to its *metadata description set*.**

Recommendation 10: **Add a relationship element with a domain of Work and range of Manifestation with the label "hierarchic finding aid of" as an element subtype of proposed element "finding aid of" to relate a *metadata description set* of a *collection manifestation* to a *collection manifestation*.**

The element "finding aid expression" and its inverse has no utility and should be deprecated.

Recommendation 11: **Deprecate "catalogue expression" and "catalogue of expression."**

Misalignment of elements for other descriptive works

There are several elements and their inverses that relate entities to descriptive works that are wrongly located in the derivative relationship hierarchies:

- "abstracted as expression": An expression of a work that abbreviates an expression of another work in a brief, objective manner.

- "abstracted as work": A work that abbreviates another work in a brief, objective manner.

- "summarized as work": A work that consists of a brief recapitulation of the content of another work.

- "summarized as expression": An expression of a work that consists of a brief recapitulation of

it is better to view the "abstracted as" and "summarized as" elements as relationships for descriptive works describing the contents of its target work and should therefore be moved to the descriptive works hierarchy. There is also semantic overlap between an abstract and summary. This should be clarified through amendment to labels and definitions, with an abstract being a subtype of a summary.

It is the opinion of the Technical Working Group that the expression version of these elements should be removed from RDA. If retained, these would have to be treated as shortcuts through the parallel work elements in the descriptive hierarchies and would be outliers in the hierarchy.

Recommendation 12: **Amend the label and definitions of "abstracted as work" and its inverse for consistency and clarity and make it an element subtype of "summary" and its inverse.**

Recommendation 13: **Amend the label and definitions of "summarized as work" and its inverse for consistency and clarity and make it an element subtype of "work described by" and its inverse.**

Recommendation 14: **Deprecate "abstracted as expression" and its inverse.**

Recommendation 15: **Deprecate "summarized as expression" and its inverse.**

Misalignment of elements for derived works that access content

There are several elements and their inverses located in the augmenting hierarchy whose semantics indicate that they are intended to relate a manifestation or expression to a work that is used to access the content within a particular manifestation or expression. That is, the manifestation or expression is used as the basis to derive the related work. These elements are:

- "concordance work": A work that consists of an index of all or selected words that occur in a realization of a textual work.

- "concordance expression": An expression of a work that consists of an index of all or selected words that occur in a realization of a textual work.

- "index work": A work that provides a systematic, alphabetical guide to the contents of another work.

- "index expression": An expression of a work that provides a systematic, alphabetical guide to the contents of a predominant expression, usually keyed to page numbers or other reference codes.

Indexes

Index works are derived from manifestations. They are intended to guide users to content embodied in a manifestation. An index has no utility unless its entries can point to a specific location within a manifestation. The current elements of "index work" and its inverse are in the incorrect hierarchy (augmenting instead of derivative) and are misaligned with regards to its domain and range.

To correct this, the current elements of "index work" and its inverse should be deprecated and new elements retaining the utility of the deprecated elements should be added as element subtypes of "related work of manifestation" and its inverse.

Recommendation 16: **Deprecate "index work" and its inverse.**

Recommendation 17: **Add a relationship element with a domain of Manifestation and range of Work with the label "index work" as an element subtype of "related work of manifestation" to relate a manifestation to an index work.**

Recommendation 18: **Add a relationship element with a domain of Work and range of Manifestation with the label "index work for" as an element subtype of "related manifestation of work" to relate an index work to the manifestation it indexes.**

The parallel expression element of "index expression" and its inverse are also misaligned with regards to domain and range. The element currently functions as a *shortcut*, relating an aggregated expression to an aggregated index, and would do so again if re-established in the derivative hierarchy with corrected domains and ranges. But this element would also have limited utility. If used, It would only be able to be used to relate an *aggregate* to the expression of an index, without saying that the index expression is embodied in the *aggregate*. Given that an *aggregate* can link directly to an index expression using "expression manifested," the usefulness of continuing to use this *shortcut* is limited, and should be deprecated.

Recommendation 19: **Deprecate "index expression" and its inverse.**

Concordances

Concordance works, unlike index works, are derived from expressions. They cannot be directly associated with the source work, as the concordance is dependent on its derivation from an expression. The current elements of "concordance work" and its inverse are in the incorrect hierarchy (augmenting instead of derivative) and are misaligned with regards to its domain and range.

To correct this, the current elements of "concordance work" and its inverse should be deprecated and new elements retaining the utility of the deprecated elements should be added as element subtypes of "related work of expression" and its inverse.

Recommendation 20: **Deprecate "concordance work" and its inverse.**

Recommendation 21: **Add a relationship element with a domain of Expression and range of Work with the label "concordance work" as an element subtype of "related work of expression" to relate an expression to a concordance work.**

Recommendation 22: **Add a relationship element with a domain of Work and range of Expression with the label "concordance work for" as an element subtype of "related expression of work" to relate a concordance work to the expression that is processed.**

The parallel expression element of "concordance expression" and its inverse is correct with regards to its domain and range, but is located in the wrong hierarchy and should be moved to the derivative hierarchy.

This is a *shortcut* element that does not identify the intervening concordance work. But unlike "index expression," this element still has utility, because of the language dependency of both expressions. A French-language expression of a work can be the only source of a concordance of its content, and the concordance expression will necessarily be in French. There may be no need in an application to identify the intervening work and instead to only identify the concordance expression.

Recommendation 23: **Amend the definitions of "concordance expression" and its inverse for consistency and clarity and make it an element subtype of "expression of source work" and its inverse.**

Other elements related to abstracts and indexes

There are several elements and their inverses that are related to abstracts and indexes:

- "abstracted in expression": An expression of a work that is an abstracting and indexing service that abstracts the contents of another expression.

- "abstracted in work": A work that abstracts the contents of another work.

- "Indexed in work": A work that indexes the contents of a related work.

- "Indexed in expression": An expression of a work that is an abstracting and indexing service that indexes the contents of an expression of another work.

The element "indexed in work" and its inverse should be deprecated, as its definition overlaps with "index work," and has incorrect domains and ranges. The element "indexed in expression" and its inverse should also be deprecated, as this complements the recommendation to deprecate "index expression."

Recommendation 24: **Deprecate "indexed in work" and its inverse.**

Recommendation 25: **Deprecate "indexed in expression" and its inverse.**

The remaining elements of "abstracted in expression" and "abstracted in work" and its inverses may have utility that require further investigation and consultation with relevant communities. For the time being, these elements should be retained until such a task can be carried out.

Indexing finding aid

As mentioned earlier, Heaney identified a 4th kind of finding aid, an indexing finding aid. This is a finding aid that derives its content from the items held by a *collection manifestation* or from manifestations of *metadata description sets*. The content of the indexing finding aid is based on the items held in the *collection manifestation*, but the context is disregarded. Instead some other organizing principle is used.

For example, a library catalogue will take the names of agents in *metadata description sets* and will create an alphabetical index of those names for browsing purposes. An indexing finding aid is essentially a kind of keyword index.

An indexing finding aid is an index work, and the relationship to this index work is adequately covered by the newly proposed element in recommendations 17 and 18. The term "indexing finding aid" should be added to RDA Terms to help aid in understanding.

Recommendation 26: **Add the term "indexing finding aid" to RDA Terms.**

Impact

The adoption of the recommendations in this proposal are necessary for relating *collection manifestations* to *metadata description sets* that are derived from the items held by a *collection manifestation*. While the changes appear to be numerous, they are in most cases simply a readjustment of existing element hierarchies and domains and ranges, with deprecated elements often being reestablished.

Summary of recommendations

Recommendation 1: **Add a relationship element with a domain of Manifestation and range of Work with the label "finding aid" as an element subtype of "manifestation described with metadata by" to relate a *collection manifestation* to its *metadata description set*.**

Recommendation 2: **Add a relationship element with a domain of Work and range of Manifestation with the label "finding aid of" as an element subtype of "metadata description of manifestation" to relate a *metadata description set* to the *collection manifestation* that it describes.**

Recommendation 3: **Add the concept for *unitary finding aid* to the RDA Terms vocabulary encoding scheme.**

Recommendation 4: Deprecate "catalogue work" and "catalogue of work."

Recommendation 5: Add a relationship element with a domain of Manifestation and range of Work with the label "catalogue" as an element subtype of proposed element "finding aid" to relate a *collection manifestation* to its *metadata description set* of its items.

Recommendation 6: Add a relationship element with a domain of Work and range of Manifestation with the label "catalogue of" as an element subtype of proposed element "finding aid of" to relate a *metadata description set* of the items held in a *collection manifestation* to a *collection manifestation*.

Recommendation 7: Deprecate "catalogue expression" and "catalogue of expression."

Recommendation 8: Deprecate "finding aid work" and "finding aid of work."

Recommendation 9: Add a relationship element with a domain of Manifestation and range of Work with the label "hierarchic finding aid" as an element subtype of proposed element "finding aid" to relate a *collection manifestation* to its *metadata description set*.

Recommendation 10: Add a relationship element with a domain of Work and range of Manifestation with the label "hierarchic finding aid of" as an element subtype of proposed element "finding aid of" to relate a *metadata description set* of a *collection manifestation* to a *collection manifestation*.

Recommendation 11: Deprecate "catalogue expression" and "catalogue of expression."

Recommendation 12: Amend the label and definitions of "abstracted as work" and its inverse for consistency and clarity and make it an element subtype of "summary" and its inverse.

Recommendation 13: Amend the label and definitions of "summarized as work" and its inverse for consistency and clarity and make it an element subtype of "work described by" and its inverse.

Recommendation 14: Deprecate "abstracted as expression" and its inverse.

Recommendation 15: Deprecate "summarized as expression" and its inverse.

Recommendation 16: Deprecate "index work" and its inverse.

Recommendation 17: Add a relationship element with a domain of Manifestation and range of Work with the label "index work" as an element subtype of "related work of manifestation" to relate a manifestation to an index work.

Recommendation 18: Add a relationship element with a domain of Work and range of Manifestation with the label "index work for" as an element subtype of "related manifestation of work" to relate an index work to the manifestation it indexes.

Recommendation 19: Deprecate "index expression" and its inverse.

Recommendation 20: Deprecate "concordance work" and its inverse.

Recommendation 21: Add a relationship element with a domain of Expression and range of Work with the label "concordance work" as an element subtype of "related work of expression" to relate an expression to a concordance work.

Recommendation 22: Add a relationship element with a domain of Work and range of Expression with the label "concordance work for" as an element subtype of "related expression of work" to relate a concordance work to the expression that is processed.

Recommendation 23: Amend the definitions of "concordance expression" and its inverse for consistency and clarity and make it an element subtype of "expression of source work" and its inverse.

Recommendation 24: Deprecate "indexed in work" and its inverse.

Recommendation 25: Deprecate "indexed in expression" and its inverse.

Recommendation 26: Add the term "indexing finding aid" to RDA Terms.

Appendix 1: Recommendations in Toolkit

Recommendation 1: Add a relationship element with a domain of Manifestation and range of Work with the label "finding aid" as an element subtype of "manifestation described with metadata by" to relate a *collection manifestation* to its *metadata description set*.

Toolkit label	finding aid
Toolkit definition	A work that is a metadata description set for a collection manifestation.
Domain	Manifestation
Range	Work
subtype of	manifestation described with metadata by

Recommendation 2: Add a relationship element with a domain of Work and range of Manifestation with the label "finding aid of" as an element subtype of "metadata description of manifestation" to relate a *metadata description set* to the *collection manifestation* that it describes.

Toolkit label	finding aid of

Toolkit definition	A manifestation that is a collection manifestation that is described by a metadata description set.
Domain	Work
Range	Manifestation
subtype of	metadata description of manifestation

Recommendation 3: **Add the concept for *unitary finding aid* to the RDA Terms vocabulary encoding scheme.**

Label	unitary finding aid
Definition	A metadata description set for a collection manifestation as a whole but not for the items that are held.
Alternate label	finding aid, unitary

Recommendation 5: **Add a relationship element with a domain of Manifestation and range of Work with the label "catalogue" as an element subtype of proposed element "finding aid" to relate a *collection manifestation* to its *metadata description set* of its items.**

Toolkit label	catalogue
Toolkit definition	A work that is a metadata description set for the items that are held by a collection manifestation.
Domain	Manifestation
Range	Work
Alternate label	analytic finding aid
Alternate label	finding aid, analytic
subtype of	finding aid
Toolkit text	Standard text for relationship elements. See template.

Recommendation 6: **Add a relationship element with a domain of Work and range of Manifestation with the label "catalogue of" as an element subtype of proposed element "finding aid of" to relate a** *metadata description set* **of the items held in a** *collection manifestation* **to a** *collection manifestation***.**

Toolkit label	catalogue of
Toolkit definition	A manifestation that is a collection manifestation that has a metadata description set for the items that it holds.
Domain	Work
Range	Manifestation
Alternate label	analytic finding aid of
Alternate label	finding aid of, analytic
subtype of	finding aid of
Toolkit text	Standard text for relationship elements. See template.

Recommendation 9: **Add a relationship element with a domain of Manifestation and range of Work with the label "hierarchic finding aid" as an element subtype of proposed element "finding aid" to relate a** *collection manifestation* **to its** *metadata description set***.**

Toolkit label	hierarchic finding aid
Toolkit definition	A work that is a metadata description set for the sub-collections and items that are held by a collection manifestation.
Scope note	A collection includes an archival collection.
Domain	Manifestation
Range	Work
Alternate label	finding aid, hierarchic
subtype of	finding aid
Toolkit text	Standard text for relationship elements. See template.

Recommendation 10: **Add a relationship element with a domain of Work and range of Manifestation with the label "hierarchic finding aid of" as an element subtype of proposed element "finding aid of" to relate a *metadata description set* of a *collection manifestation* to a *collection manifestation*.**

Toolkit label	hierarchic finding aid of
Toolkit definition	A manifestation that is a collection manifestation that has a metadata description set for the sub-collections and items that it holds.
Scope note	A collection includes an archival collection.
Domain	Work
Range	Manifestation
Alternate label	finding aid of, hierarchic
subtype of	finding aid of
Toolkit text	Standard text for relationship elements. See template.

Recommendation 12: **Amend the label and definitions of "abstracted as work" and its inverse for consistency and clarity and make it an element subtype of "summary" and its inverse.**

	Current	New
Toolkit label	abstracted as work	abstract
Toolkit definition	A work that abbreviates another work in a brief, objective manner.	A work that is an objective summary of a work.
subtype of	derivative work	summary

	Current	New
Toolkit label	abstract of work	abstract of
Toolkit definition	A work that is abbreviated in a brief, objective manner.	A work that is summarized in an objective manner.

subtype of	based on work	summary of

Recommendation 13: **Amend the label and definitions of "summarized as work" and its inverse for consistency and clarity and make it an element subtype of "work described by" and its inverse.**

	Current	New
Toolkit label	summarized as work	summary
Toolkit definition	A work that consists of a brief recapitulation of the content of another work.	A work that is a brief description of a work.
subtype of	derivative work	work described by

	Current	New
Toolkit label	summary of work	summary of
Toolkit definition	A work used as a basis for a brief recapitulation of its content.	A work that is briefly described by a work.
subtype of	based on work	description of work

Recommendation 17: **Add a relationship element with a domain of Manifestation and range of Work with the label "index work" as an element subtype of "related work of manifestation" to relate a manifestation to an index work.**

Toolkit label	index work
Toolkit definition	A work that is an index of the content of a manifestation that embodies a textual work.
Domain	Manifestation
Range	Work
subtype of	related work of manifestation
Toolkit text	Standard text for relationship elements. See template.

Recommendation 18: **Add a relationship element with a domain of Work and range of Manifestation with the label "index work for" as an element subtype of "related manifestation of work" to relate an index work to the manifestation it indexes.**

Toolkit label	index work for
Toolkit definition	A manifestation of a textual work that is the basis of an index of the content.
Domain	Work
Range	Manifestation
subtype of	related manifestation of work
Toolkit text	Standard text for relationship elements. See template.

Recommendation 21: **Add a relationship element with a domain of Expression and range of Work with the label "concordance work" as an element subtype of "related work of expression" to relate an expression to a concordance work.**

Toolkit label	concordance work
Toolkit definition	A work that is an index of all or selected words that occur in an expression that realizes a textual work.
Domain	Expression
Range	Work
subtype of	related work of expression
Toolkit text	Standard text for relationship elements. See template.

Recommendation 22: **Add a relationship element with a domain of Work and range of Expression with the label "concordance work for" as an element subtype of "related expression of work" to relate a concordance work to the expression that is processed.**

Toolkit label	concordance work for
Toolkit definition	An expression of a textual work that is the basis of an index of all or selected words that occur.
Domain	Work
Range	Expression
subtype of	related expression of work
Toolkit text	Standard text for relationship elements. See template.

Recommendation 23: **Amend the definitions of "concordance expression" and its inverse for consistency and clarity and make it an element subtype of "expression of source work" and its inverse.**

	Current	New
Toolkit label	concordance expression	
Toolkit definition	An expression of a work that consists of an index of all or selected words that occur in a realization of a textual work.	An expression of a concordance work that is derived from another expression.
subtype of	augmented by expression	expression of source work
Shortcut for		<Expression> concordance work <Work> expression of work <Expression>
Toolkit shortcut text		This element is a *shortcut* for the following chain of relationships: 1. Expression: **concordance work** for the concordance work derived from the expression 2. Work: **expression of work** for the expression of the concordance work

		The element does not identify any concordance work. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.
Toolkit text		Standard text for relationship elements that are shortcuts. See template.

	Current	New
Toolkit label	concordance to expression	
Toolkit definition	An expression of a work that is used as a basis for an index of all or selected words that occur in a realization of a textual work.	An expression that is used as the basis of a concordance work that is realized by another expression.
subtype of	augmented by expression	expression of derivative work
Shortcut for		<Expression> work realized <Work> concordance work for <Expression>
Toolkit shortcut text		This element is a *shortcut* for the following chain of relationships: 1. Expression: **work realized** for the concordance work realized from the expression 2. Work: **concordance work for** for the expression used as the source of the concordance work. The element does not identify any concordance work. For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. **Relationship shortcuts**.

Toolkit text		Standard text for relationship elements that are shortcuts. See template.

Recommendation 26: Add the term "indexing finding aid" to RDA Terms.

Label	indexing finding aid
Definition	An index work that is a set of keywords derived from a collection manifestation or a metadata description set for a collection manifestation.
Alternate label	finding aid, indexing

Appendix 2: Toolkit Templates

\<relationship element\>

Definition and Scope

\<Auto-generated from RDA Vocabularies\>

Element Reference

\<Auto-generated from RDA Vocabularies\>

Prerecording

Recording

Record this element as a value of \<Domain entity\>: \<appellation of entity label\> or as an IRI.

Recording an unstructured description

Record an unstructured description for a related \<domain entity\> as a value of \<Domain entity\>: \<title or name of entity label\>.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description

Record a structured description for a related \<domain entity\> as a value of \<Domain entity\>: \<access point for entity label\>.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a **related <domain entity>** as a value **of <Domain entity>: <identifier for entity label>**.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related expression as a *real-world object*.

For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
<Auto-generated from RDA Vocabularies>

<shortcut relationship element>
Definition and Scope

<Auto-generated from RDA Vocabularies>

Element Reference

<Auto-generated from RDA Vocabularies>

Prerecording
This element is a *shortcut* for the following chain of relationships:

<Shortcut text>

For general guidance on shortcuts, see Guidance: Introduction to RDA. Data elements. Relationship shortcuts.

Recording
Record this element as a value **of <Domain entity>: <appellation of entity label>** or as an IRI.

Recording an unstructured description
Record an unstructured description for a **related <domain entity>** as a value **of <Domain entity>: <title or name of entity label>**.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description

Record a structured description for a related <domain entity> as a value of <Domain entity>: <access point for entity label>.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier

Record an identifier for a related <domain entity> as a value of <Domain entity>: <identifier for entity label>.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI

Record an IRI for a related expression as a *real-world object*.
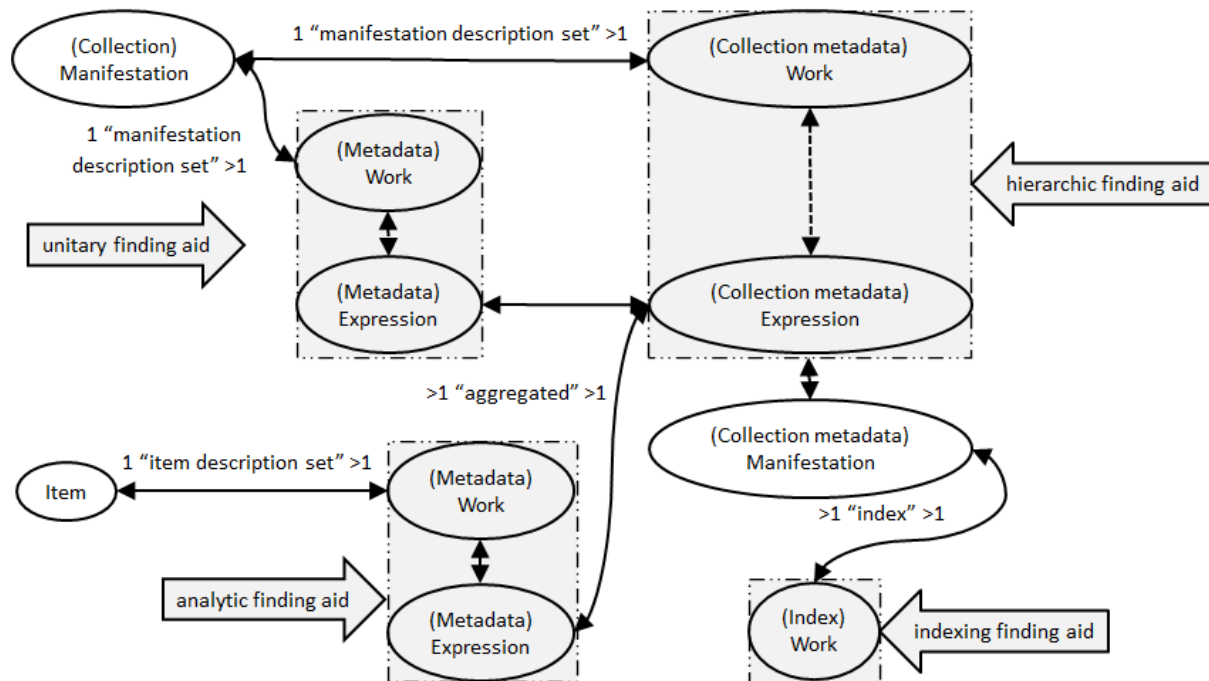
For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements

<Auto-generated from RDA Vocabularies>

Appendix 3: Collection Description Model and Descriptive Works Hierarchy

Collection Description Model

A *collection manifestation* can be described by more than one *metadata description set*.

The kinds of finding aids used for collection description are

- a *unitary finding aid,* a *metadata description set* that only describes a *collection manifestation* as a whole
- a *hierarchic finding aid*, a *metadata description set* whose expression aggregates *unitary finding aids* and *analytic finding aids* that have a relationship to the *collection manifestation*.

An *analytic finding aid* is a *metadata work* that is a set of descriptions that only describes the items held by a collection.

Manifestations of *metadata description sets* may be used to generate an *indexing finding aid*, which is a kind of index work.

Amended Descriptive Works Hierarchy

Verbalizations of RDA element labels are included to aid in understanding of the direction of the relationships.

- (RDA Entity) is subject RDA entity of (Work)
  - (RDA Entity) is RDA entity described by (Work)
    - (RDA Entity) is RDA entity described with metadata by (Work)
      - (Manifestation) has finding aid (Work)
        - (Manifestation) has catalogue (Work)
        - (Manifestation) has hierarchic finding aid (Work)
    - (Work) has summary (Work)
      - (Work) has abstract (Work)
  - (RDA Entity) is RDA entity evaluated by (Work)
    - (RDA Entity) is RDA entity critiqued by (Work)
    - (RDA Entity) is RDA entity reviewed by (Work)

The high-level term is "subject RDA entity of" and has element subtypes for every entity.

For each entity, an element subtype of "subject [entity] of" for descriptions of an entity exists, "[entity] described by".

All entities can be described by *metadata works*. "[Entity] described with metadata by," an element subtype of "[entity] described by" is used for this purpose.

Collection manifestations may be described by *finding aids* and their subtypes.

Works may be described by summaries and abstracts and are subtypes of "work described by."

Works, expressions, and manifestations may also be evaluated, critiqued, or reviewed by works and are subtypes of "subject [entity] of."

Implementing the Collections Model in RDA
Part 4: Agents Related to Collections and Their Descriptions

Prepared by the Technical Working Group for the October 2021 Meeting of the RDA Steering Committee

Abstract

This proposal set is the 4th and final in a series to address the coverage of the concept of "collections" and "collection level description" (CLD) in RDA. This set focuses on the existing agent elements related to the creation of collection works and collection descriptions.

Background

The implementation of the IFLA-LRM (LRM) treatment of aggregates in RDA during the 3R project identified a requirement that RDA should also develop a treatment for "collections." This requirement is important for realizing the strategy of increasing adoption of RDA by cultural heritage institutions who have as their focus the description and access of collections.

Collection works and collection descriptions are created by agents. This proposal examines the existing agent elements related to these concepts and proposes deprecations, additions, and amendments to reflect the concepts found in the earlier proposals related to collections and collection descriptions.

Structure

Recommendations for changes to RDA are provided in the Justifications section. The impact of changes to the Toolkit text are provided in Appendix 1. Templates of standard Toolkit text are provided in Appendix 2.

Justifications

Collectors and curators

The current definition of collector agent is "An agent who is a curator who brings together items from various sources that are arranged, described, or catalogued as a collection."

The current definition of curator agent is "An agent who conceives or manages the aggregation of an item in an exhibition or collection."

Both have domain Item and range Agent.

The proposed treatment of collections and collection descriptions in the previous proposals, if accepted, render the semantics of these elements nearly identical. It is also clear that collectors/curators are responsible for the *collection work*, the plan for gathering items held by a *collection manifestation*. Both of these elements have incorrect domains.

Both of these elements, their inverses, and subtypes should be deprecated. Only one new element, its inverses, and their subtypes are required for the relationship to a collector/curator. The label for the new element should use "collector," as this is more consistent with the other labels related to collections.

Recommendation 1: **Deprecate "collector agent," its element subtypes, and their inverses.**

Recommendation 2: **Deprecate "curator agent," its element subtypes, and their inverses.**

Recommendation 3: **Add new elements with the label of "collector agent" and its agent subtypes with a domain of Work and a range of Agent and its entity subtypes as an element subtype of "creator agent of work" and its agent subtypes to relate a** *collection work* **to an agent responsible for it.**

Recommendation 4: **Add new elements with the label of "collector agent of" and its agent subtypes with a domain of Agent and its entity subtypes and a range of Work as an element subtype of "creator agent of work of" and its agent subtypes to relate an agent responsible for a** *collection work* **to a** *collection work***.**

Collection registrar

The current definition of collection registrar agent is "An agent who is a curator who lists or inventories items in a collection aggregate", with domain Item and range Agent.

This definition is incoherent with the treatment of aggregates because there are no items in an aggregate, only expressions. The definition conflates "collection" and "collection aggregate."

The proposed treatment of collections and collection descriptions in the previous proposals, if accepted, make it clear that a collection registrar is an agent responsible for the creation of an analytic finding aid. An analytic finding aid is a type of aggregating work (it is a plan for ordering and aggregating metadata statements), so a collection registrar agent is a type of aggregator. See recommendations 10 and 11 for the proposed element it is a subtype of.

Given the above, the existing element and its subtypes for "collection registar agent" should be deprecated. A new element, its subtypes, and inverses should be added with a domain of Work and range of Agent or vice versa for inverses.

Recommendation 5: **Deprecate "collection registrar agent," its element subtypes, and their inverses.**

Recommendation 6: **Add new elements with the label of "collection registrar agent" and its agent subtypes with a domain of Work and a range of Agent and its entity subtypes to relate an analytic finding aid to an agent responsible for it.**

Recommendation 7: **Add new elements with the label of "collection registrar agent of" and its agent subtypes with a domain of Agent and its entity subtypes and a range of Work to relate an agent responsible for an analytic finding aid to an analytic finding aid.**

Compiler

The current definition of compiler agent is "An agent who is responsible for creating a new work such as a bibliography or a directory by selecting, arranging, aggregating, and editing data, information, etc." with domain Work and range Agent.

The scope note narrows the definition: "Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded". The scope note is intended to differentiate the element from 'compiler as creator of an aggregating work' and 'compiler as editor of expression'.

Like a "collection registar agent," a compiler is a type of aggregator. A compiler is also responsible for *metadata description sets* that are descriptions that cover other kinds of descriptions, not just an analytic finding aid.

This element should be retained, but its definitions should be amended to reflect the proposed treatment of collection descriptions. A compiler is a type of aggregator, so it should be an element subtype of "aggregator agent."

A "collection registrar agent" is an element subtype of "compiler agent."

Recommendation 8: **Amend the definitions of "compiler agent" and its agent subtypes for clarity and consistency and make it an element subtype of "aggregator agent" and its related agent elements.**

Recommendation 9: **Amend the definitions of "compiler agent of" and its agent subtypes for clarity and consistency and make it an element subtype of "aggregator agent of" and its related agent elements.**

Recommendation 10: **Add an element subtype of "compiler agent" and its agent subtypes to "collection registrar agent" and its related agent elements.**

Recommendation 11: **Add an element subtype of "compiler agent of" and its agent subtypes to "collection registrar agent of" and its related agent elements.**

Impact

These changes clarify the roles of agents related to collections and their descriptions, based on the earlier proposals for these concepts. The changes should allow for the resolution of proposals submitted by NARDAC regarding agents responsible for exhibitions and exhibition descriptions. An analysis is provided in Appendix 3.

Summary of recommendations

Recommendation 1: **Deprecate "collector agent," its element subtypes, and their inverses.**

Recommendation 2: **Deprecate "curator agent," its element subtypes, and their inverses.**

Recommendation 3: **Add new elements with the label of "collector agent" and its agent subtypes with a domain of Work and a range of Agent and its entity subtypes as an element subtype of "creator agent of work" and its agent subtypes to relate a *collection work* to an agent responsible for it.**

Recommendation 4: **Add new elements with the label of "collector agent of" and its agent subtypes with a domain of Agent and its entity subtypes and a range of Work as an element subtype of "creator agent of work of" and its agent subtypes to relate an agent responsible for a *collection work* to a *collection work*.**

Recommendation 5: **Deprecate "collection registrar agent," its element subtypes, and their inverses.**

Recommendation 6: **Add new elements with the label of "collection registrar agent" and its agent subtypes with a domain of Work and a range of Agent and its entity subtypes to relate an analytic finding aid to an agent responsible for it.**

Recommendation 7: **Add new elements with the label of "collection registrar agent of" and its agent subtypes with a domain of Agent and its entity subtypes and a range of Work to relate an agent responsible for an analytic finding aid to an analytic finding aid.**

Recommendation 8: **Amend the definitions of "compiler agent" and its agent subtypes for clarity and consistency and make it an element subtype of "aggregator agent" and its related agent elements.**

Recommendation 9: **Amend the definitions of "compiler agent of" and its agent subtypes for clarity and consistency and make it an element subtype of "aggregator agent of" and its related agent elements.**

Recommendation 10: **Add an element subtype of "compiler agent" and its agent subtypes to "collection registrar agent" and its related agent elements.**

Recommendation 11: **Add an element subtype of "compiler agent of" and its agent subtypes to "collection registrar agent of" and its related agent elements.**

Appendix 1: Recommendations in Toolkit

Recommendation 3: **Add new elements with the label of "collector agent" and its agent subtypes with a domain of Work and a range of Agent and its entity subtypes as an element subtype of "creator agent of work" and its agent subtypes to relate a *collection work* to an agent responsible for it.**

Toolkit label	collector agent

Toolkit definition	An agent who is responsible for creating a collection work by selecting and arranging items that exemplify the embodiment of other works.
Domain	Work
Range	Agent
subtype of	creator agent of work
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector collective agent
Toolkit definition	A collective agent who is responsible for creating a collection work by selecting and arranging items that exemplify the embodiment of other works.
Domain	Work
Range	Collective Agent
subtype of	creator collective agent of work
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector corporate body
Toolkit definition	A corporate body who is responsible for creating a collection work by selecting and arranging items that exemplify the embodiment of other works.
Domain	Work
Range	Corporate Body
subtype of	creator corporate body of work
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector family
Toolkit definition	A family who is responsible for creating a collection work by selecting and arranging items that exemplify the embodiment of other works.
Domain	Work

Range	Agent
subtype of	creator family of work
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector person
Toolkit definition	A person who is responsible for creating a collection work by selecting and arranging items that exemplify the embodiment of other works.
Domain	Work
Range	Agent
subtype of	creator person of work
Toolkit text	Standard text for relationship elements. See template.

Recommendation 4: **Add new elements with the label of "collector agent of" and its agent subtypes with a domain of Agent and its entity subtypes and a range of Work as an element subtype of "creator agent of work of" and its agent subtypes to relate an agent responsible for a *collection work* to a *collection work*.**

Toolkit label	collector agent of
Toolkit definition	A work that involves a responsibility of an agent for collecting by selecting and arranging items that exemplify the embodiment of other works.
Domain	Agent
Range	Work
subtype of	creator agent of work of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector collective agent of
Toolkit definition	A work that involves a responsibility of a collective agent for collecting by selecting and arranging items that exemplify the embodiment of other works.

Domain	Collective Agent
Range	Work
subtype of	creator collective agent of work of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector corporate body of
Toolkit definition	A work that involves a responsibility of a corporate body for collecting by selecting and arranging items that exemplify the embodiment of other works.
Domain	Corporate Body
Range	Work
subtype of	creator corporate body of work of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector family of
Toolkit definition	A work that involves a responsibility of a family for collecting by selecting and arranging items that exemplify the embodiment of other works.
Domain	Family
Range	Work
subtype of	creator family of work of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collector person of
Toolkit definition	A work that involves a responsibility of a person for collecting by selecting and arranging items that exemplify the embodiment of other works.
Domain	Person

Range	Work
subtype of	creator person of work of
Toolkit text	Standard text for relationship elements. See template.

Recommendation 6: Add new elements with the label of "collection registrar agent" and its agent subtypes with a domain of Work and a range of Agent and its entity subtypes to relate an analytic finding aid to an agent responsible for it.

Recommendation 10: Add an element subtype of "compiler agent" and its agent subtypes to "collection registrar agent" and its related agent elements.

Toolkit label	collection registrar agent
Toolkit definition	An agent who is responsible for creating an analytic finding aid.
Domain	Work
Range	Agent
subtype of	compiler agent
alternate label	cataloguer agent
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar collective agent
Toolkit definition	A collective agent who is responsible for creating an analytic finding aid.
Domain	Work
Range	Collective Agent
subtype of	compiler collective agent
alternate label	cataloguer collective agent
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar corporate body
Toolkit definition	A corporate body who is responsible for creating an analytic finding aid.
Domain	Work
Range	Corporate Body
subtype of	compiler corporate body
alternate label	cataloguer corporate body
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar family
Toolkit definition	A family who is responsible for creating an analytic finding aid.
Domain	Work
Range	Family
subtype of	compiler family
alternate label	cataloguer family
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar person
Toolkit definition	A person who is responsible for creating an analytic finding aid.
Domain	Work
Range	Person
subtype of	compiler person
alternate label	cataloguer person
Toolkit text	Standard text for relationship elements. See template.

Recommendation 7: **Add new elements with the label of "collection registrar agent of" and its agent subtypes with a domain of Agent and its entity subtypes and a range of Work to relate an agent responsible for an analytic finding aid to an analytic finding aid.**

Recommendation 11: **Add an element subtype of "compiler agent of" and its agent subtypes to "collection registrar agent of" and its related agent elements.**

Toolkit label	collection registrar agent of
Toolkit definition	A work that involves a responsibility of an agent for creating a metadata work.
Domain	Agent
Range	Work
subtype of	compiler agent of
alternate label	cataloguer agent of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar collective agent of
Toolkit definition	A work that involves a responsibility of a collective agent for creating a metadata work.
Domain	Collective Agent
Range	Work
subtype of	compiler collective agent of
alternate label	cataloguer collective agent of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar corporate body of
Toolkit definition	A work that involves a responsibility of a corporate body for creating a metadata work.
Domain	Corporate Body

Range	Work
subtype of	compiler corporate body of
alternate label	cataloguer corporate body of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar family of
Toolkit definition	A work that involves a responsibility of a family for creating a metadata work.
Domain	Family
Range	Work
subtype of	compiler family of
alternate label	cataloguer family of
Toolkit text	Standard text for relationship elements. See template.

Toolkit label	collection registrar person of
Toolkit definition	A work that involves a responsibility of a person for creating a metadata work.
Domain	Person
Range	Work
subtype of	compiler person of
alternate label	cataloguer person of
Toolkit text	Standard text for relationship elements. See template.

Recommendation 8: **Amend the definitions of "compiler agent" and its agent subtypes for clarity and consistency and make it an element subtype of "aggregator agent" and its related agent elements.**

	Current	New

Toolkit label	compiler agent	
Toolkit definition	An agent who is responsible for creating a new work such as a bibliography or a directory by selecting, arranging, aggregating, and editing data, information, etc.	An agent who is responsible for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestations, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator agent of work	aggregator agent

	Current	New
Toolkit label	compiler collective agent	
Toolkit definition	A collective agent who is responsible for creating a new work such as a bibliography or a directory by selecting, arranging, aggregating, and editing data, information, etc.	A collective agent who is responsible for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestations, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator collective agent of work	aggregator collective agent

	Current	New
Toolkit label	compiler corporate body	

Toolkit definition	A corporate body who is responsible for creating a new work such as a bibliography or a directory by selecting, arranging, aggregating, and editing data, information, etc.	A corporate body who is responsible for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestations, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator corporate body of work	aggregator corporate body

	Current	New
Toolkit label	compiler family	
Toolkit definition	A family who is responsible for creating a new work such as a bibliography or a directory by selecting, arranging, aggregating, and editing data, information, etc.	A family who is responsible for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestations, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator family of work	aggregator family

	Current	New
Toolkit label	compiler person	
Toolkit definition	A person who is responsible for creating a new work such as a bibliography or a directory by	A person who is responsible for creating a metadata description set.

	selecting, arranging, aggregating, and editing data, information, etc.	
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestations, a directory of persons and places, and an analytic finding aid.
Element subtype of	creator person of work	aggregator person

Recommendation 9: Amend the definitions of "compiler agent of" and its agent subtypes for clarity and consistency and make it an element subtype of "aggregator agent of" and its related agent elements.

	Current	New
Toolkit label	compiler agent of	
Toolkit definition	A work that involves a responsibility of an agent for selecting, arranging, aggregating, and editing data and information for a work such as a bibliography or a directory.	A work that involves a responsibility of an agent for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestation, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator agent of work	aggregator agent of

	Current	New
Toolkit label	compiler collective agent of	

Toolkit definition	A work that involves a responsibility of a collective agent for selecting, arranging, aggregating, and editing data and information for a work such as a bibliography or a directory.	A work that involves a responsibility of a collective agent for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestation, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator collective agent of work	aggregator collective agent of

	Current	New
Toolkit label	compiler corporate body of	
Toolkit definition	A work that involves a responsibility of a corporate body for selecting, arranging, aggregating, and editing data and information for a work such as a bibliography or a directory.	A work that involves a responsibility of a corporate body for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestation, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator corporate body of work	aggregator corporate body of

	Current	New
Toolkit label	compiler family of	
Toolkit definition	A work that involves a responsibility of a family for selecting, arranging, aggregating,	A work that involves a responsibility of a family for creating a metadata description set.

	and editing data and information for a work such as a bibliography or a directory.	
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestation, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator family of work	aggregator family of

	Current	New
Toolkit label	compiler person of	
Toolkit definition	A work that involves a responsibility of a person for selecting, arranging, aggregating, and editing data and information for a work such as a bibliography or a directory.	A work that involves a responsibility of a person for creating a metadata description set.
Scope note	Revising or clarifying the content of an expression of a work and selecting and putting together expressions of works or parts of works are excluded.	A metadata description set includes a bibliography of works, expressions, or manifestation, a directory of agents and places, and an analytic finding aid.
Element subtype of	creator person of work	aggregator person of

Appendix 2: Toolkit Templates

<relationship element>

Definition and Scope

<Auto-generated from RDA Vocabularies>

Element Reference

<Auto-generated from RDA Vocabularies>

Prerecording

Recording
Record this element as a value of <Domain entity>: <appellation of entity label> or as an IRI.

Recording an unstructured description
Record an unstructured description for a related <domain entity> as a value of <Domain entity>: <title or name of entity label>.

For general guidance on unstructured descriptions, see Guidance: Recording methods. Recording an unstructured description.

Recording a structured description
Record a structured description for a related <domain entity> as a value of <Domain entity>: <access point for entity label>.

For general guidance on structured descriptions, see Guidance: Recording methods. Recording a structured description.

Recording an identifier
Record an identifier for a related <domain entity> as a value of <Domain entity>: <identifier for entity label>.

For general guidance on identifiers, see Guidance: Recording methods. Recording an identifier.

Recording an IRI
Record an IRI for a related expression as a *real-world object*.

For general guidance on IRIs, see Guidance: Recording methods. Recording an IRI.

Related Elements
<Auto-generated from RDA Vocabularies>

Appendix 3: Resolution of NARDAC Issues

The proposals in this analysis resolve the issues raised in NARDAC/2020/2.

The use case is in the scope of RDA if it focuses on an exhibition catalogue as the main resource (WEMI) that is being described.

An exhibition is a *collection manifestation*. It embodies the work/expression that is the selection criteria, extension plan, etc. of the exhibition/collection work.

An exhibition catalogue is a metadata work: a metadata description set for the items that are selected for the exhibition; an analytic collection finding aid. Some 'catalogues' may follow archival description; a hierarchic collection finding aid.

An exhibition catalogue is embodied as an aggregate. The expressions that are embodied in the aggregate are the aggregating expression, expressions of metadata description sets for some or all of the items in the exhibition, expressions of metadata description sets for some or all of the sub-collections in the exhibition, and expressions of augmenting works such as an introduction.

(exhibition catalogue/metadata/aggregating) <Work>
 (has) *expression of work* (exhibition catalogue/metadata/aggregating) <Expression>
 (is) *catalogue of* (exhibition/collection) <Manifestation>
 [(is) *hierarchic finding aid for* exhibition/collection) <Manifestation>]
 (has) *collection registrar agent* (exhibition cataloguer/aggregator) <Agent>

(exhibition catalogue/metadata/aggregating) <Expression>
 (has) *work expressed* (exhibition catalogue/metadata/aggregating) <Work>
 (has) *manifestation of expression* (exhibition catalogue/metadata/aggregate) <Manifestation>
 aggregates (exhibition item metadata description set) <Expression>

(exhibition catalogue/metadata/aggregate) <Manifestation>
 (has) *expression manifested* (exhibition catalogue/metadata/aggregating) <Expression>
 (has) *expression manifested* (exhibition item metadata description set) <Expression>
 [(has) *work manifested* (exhibition catalogue introduction)] <Work>]

(exhibition catalogue introduction)] <Work>
 (has) *author agent* (writer of introduction) <Agent>

(exhibition item metadata description set) <Expression>
 (has) *work expressed* (exhibition item metadata description set) <Work>
 (is) *aggregated by* (exhibition catalogue/metadata/aggregating) <Expression>

(exhibition item metadata description set) <Work>
 (has) *author agent* (exhibition item cataloguer) <Agent>
 (is) *metadata description of item* (exhibition) <Item>

(exhibition/collection) <Manifestation>
 (has) **work manifested** (exhibition/collection) <Work>
 (has) **holding** (exhibition) <Item>
 (has) **catalogue** (exhibition catalogue/metadata) <Work>
 (has) **location of collection** (exhibition venue) <Place>

(exhibition/collection) <Work>
 (has) **manifestation of work** (exhibition/collection) <Manifestation>
 (has) **collector agent** (exhibition collector) <Agent>

In the case of an exhibition that is put together by the same agent who creates the exhibition catalogue that describes some or all of the items selected for the exhibition, with an introduction, etc., then the same instance of Agent is the exhibition cataloguer/aggregator, exhibition item cataloguer, writer of introduction, and exhibition collector agent.