PUBLIC MINUTES OF APRIL 2022 MEETING
RDA Steering Committee
Asynchronous Meeting
11-14 April 2022

Attending: Linda Barnhart, RSC Secretary
Renate Behrens, RSC Chair-Elect
Charlene Chou, Wider Community Engagement Officer
Charlotte Christensen, backup Oceania representative
Ahava Cohen, Europe representative
Kathy Glennan, RSC Chair
James Hennelly, Director, ALA Digital Reference
Damian Iseminger, Technical Team Liaison Officer
Robert Maxwell, North America representative
Honor Moody, RDA Examples Editor
Daniel Paradis, Translations Team Liaison Officer
Melissa Parent, Oceania representative
Elisa Sze, Education and Orientation Officer

Executive Session

321 Catching up

RSC members informally shared updates of their activities in lieu of formal written reports.

322 RDA Assessment Group update

The RDA Assessment Group, an internal RSC subgroup, was formed in April 2021 for the purpose of examining issues that fall into the middle ground between a Fast Track change and a discussion paper or proposal. These topics are most often received through user feedback. The group is comprised of the RSC Secretary and the regional representatives. Since the January RSC meeting, the RDA Assessment Group discussed three topics related to guidance chapters and to the Corporate Body entity. These discussions resulted in a handful of editorial changes to RDA.

323 Review and approval of RSC/Operations/8

This new operations document, titled Incoming and Departing RSC Members, was drafted by the RSC Chair and was prompted by the turnover in RSC members at the beginning of this year. The RSC provided suggestions for improvement and approved the document. RSC/Operations/8 was finalized and posted on the RSC website on 13 May 2022.

324   Review and approval of updated RSC/Operations/4 and RSC/Operations/5

The RSC reviewed and approved two updated operations documents, which have been posted on the RSC website:

> RSC/Operations/4 -- Policy and Procedures for Updating RDA Content
> RSC/Operations/5 -- Guidelines for Discussion Papers, Proposals, and
>   Responses to Them

RSC/Operations/4 had substantive adjustments and should be considered a major revision. RSC/Operations/5 had fewer changes and should be considered a routine update.

The committee agreed that when discussion papers or proposals are on an agenda for an asynchronous meeting, a synchronous call should be scheduled and publicized. The RSC confirmed that it is the role of the regional representatives to receive and synthesize user feedback ahead of those calls, but that there is value to the RSC to hear directly from experts, and value to the community to observe RSC processes.

The group also confirmed that RSC members will make formal responses to discussion papers and proposals, beginning with the two proposals scheduled for discussion at the July RSC meeting. These formal responses will be published on the RSC website as they are received. The synchronous call to discuss these two proposals, which will be open to observers, will be on 12 July.

The RSC also agreed that mappings from RDA to other standards (i.e., Dublin Core, the LRM and MARC 21—standards in the Element Reference section of each element page) are considered an official part of RDA. Inverse mappings—from the related standard to RDA—are not considered part of official RDA. Other mappings and alignments that are available in the Registry but not the Toolkit are also not considered part of official RDA.

325   Community Resources further discussion

The RSC discussed the technical infrastructure and process for supporting the Community Resources area of RDA Toolkit. The approach favored by the RSC would allow a limited number of communities to create and maintain Community Resources documents using the DITA standard and editing tools in the content management system (CMS). Given the complexity of the process, the RSC agreed that this topic would benefit from in-person discussion in order to move ahead with decisions and planning. This will be scheduled for the July RSC meeting.

326 Application profiles information sharing and Working Group report

The RSC discussed various efforts that are underway with RDA application profiles, including the work of the Application Profiles Working Group. This working group will be thanked for their efforts and disbanded. The RSC will continue to move forward by finding ways to share application profiles and information about them. There was support for the creation of a basic, high-level application profile template that communities could use as a starting point. The committee recognized that it would be ideal to have support for application profiles integrated into RDA Toolkit functionality to help the operational work of cataloguing agencies.

327 Pre-planning for the October meeting

The RSC began thinking about the October RSC meeting, which by tradition is an in-person meeting. While there is strong interest in having an in-person meeting, it may not be possible because of worldwide variations in international travel restrictions. There is interest in holding a joint meeting of the RDA Board and the RSC, which will continue to be explored.

328 RSC webinar in May 2022

The RSC will hold an "Ask Anything" RSC panel discussion on 25 May 2022 at 10:00 a.m. CDT. Questions must be submitted in advance.

329 Review of past action items

RSC members reviewed and updated a list of tasks from earlier meetings.

330 New business

RSC members raised one topic for immediate discussion (responding to a query from a library) and two topics for future action.

331 Review of meeting 2022 April

The RSC agreed that the Secretary should prepare a public document after each RSC meeting to provide information and transparency about RSC activities and decisions. Executive session topics will have high-level summaries.