

CEAL Committee on Technical Processing Annual Report, 2011-2012

Prepared by Shi Deng (Chair)

Introduction

This report covers activities of the CEAL Committee on Technical Processing (CTP) from Mar. 2011 to Mar. 2012. It also includes the report of the LC-CEAL CJK Cataloging Internship Subcommittee prepared by Yue Shu, report of the CTP/CJM Joint Task Force on the LC Proposal Regarding Japanese Romanization prepared by Keiko Suzuki, and report of the Special Committee to Propose a Chinese Place Names Policy for RDA.

CTP Membership

Shi Deng was elected the Chair of the Committee on Technical Processing during the CEAL election took place in early spring 2011. She began her term at the conclusion of the 2011 CEAL Annual Meeting. The formation of the committee membership immediately followed. Many librarians expressed interest in joining the Committee. The Chair selected the committee members based on the principle to balance language expertise and types as well as geographic locations of libraries, according to CEAL Bylaws Article VI. The following members were selected and approved by the CEAL Executive Board:

- Erica Soonyoung Chang (Librarian, Korean Language Specialist, Original Cataloging, University of Hawaii at Manoa)
- Yoko Kudo (Metadata and Media Cataloging Librarian, University of California, Riverside)
- Mieko Mazza (Japanese Catalog Librarian, Yale University)
- EunHee Nah (Korean Cataloger, Harvard University)
- Dongyun Ni (Librarian, Original Cataloging, University of Hawaii at Manoa)
- Yue Shu (Chinese Librarian, Smithsonian Institution Libraries)
- Jai-hsya Tsao (Head, East Asian Technical Services, University of Chicago)

CTP Committee Activities Planning

The CTP members had brainstorming discussion on some possible activities to be pursued in the coming three years including annual program topics, pre-conference workshops, online training webinars, and CTP projects. Please refer to them in each section listed below in this report.

CTP 2012 Annual Program

The CTP members also discussed some potential topics for the CTP 2012 annual program and possibilities to collaborate with other committees on the annual program. A joint session with CPS with the theme "Discovery, Delivery, and Dissemination of Information in a Multilingual and Multicultural Environment" was chosen, including four parts:

- Session one: Introduction to the Semantic Web and Library Linked Data
- Session two: Discovery, Delivery, and Dissemination of Information In a Multilingual and Multicultural Environment: The Public Services' Perspective

- Session three: Discovery, Delivery, and Dissemination of Information In a Multilingual and Multicultural Environment: The Technical Services' Perspective
- Session four: RDA Update from LC

Please see the program detail at: <http://www.eastasianlib.org/ctp/Meetings/meeting12.htm>

CTP 2012 Pre-conference Workshop

Among workshop topics discussed, CTP members decided to host a workshop on RDA and CJK Materials. RDA (Resource Description and Access) is a new set of cataloging rules/content standards that will replace AACR2 and be implemented by three national libraries (the Library of Congress, the National Library of Medicine and the National Agricultural Library) by early 2013. This workshop intends to provide basic introduction of RDA to the CJK community and attempts to evaluate its impact on CJK materials via the provision of CJK examples. Charlene Chou from Columbia University was invited to be the lead trainer who designed the workshop. Several CJK catalogers who were involved in RDA testing also were invited to be the trainers. They are:

- Charlene Chou, Lead Trainer, (Columbia University)
- Erminia Chao (Brigham Young University)
- Hideyuki Morimoto (Columbia University)
- Jai-Hsya Tsao (University of Chicago)
- Shi Deng (University of California, San Diego)

Also Sarah Elman and Jee-Young Park were invited for reviewing the workshop contents.

Under Charlene's leadership, these trainers worked independently and collaboratively on developing the workshop materials on a wiki web site during Jan.-Mar. 2012 by following a pre-set timeline for the sessions/parts assigned to them as listed below. Charlene and Hideyuki also contributed additional information on the wiki web site, such as Q&A page, CJK examples page, additional RDA training resource page, etc.

- [Session one--Introduction](#) (Shi Deng/Charlene Chou)
- [Session two--What's new in RDA: comparison between AACR2 & RDA](#)
 - [Part one: Bibliographic records for monographs](#) (Hideyuki Morimoto)
 - [Part two: Bibliographic records for other formats](#) (Charlene Chou)
 - [Part three: Authority records](#) (Hideyuki Morimoto)
 - [Part four: MARC21 tags--changes](#) (Charlene Chou)
- [Session three--Copy Cataloging: policies & issues](#) (Jai-Hsya Tsao/Shi Deng)
- Session four--CJK examples, CJK-specific issues and discussion
 - [Part one: Korean examples](#) (Erminia Chao)
 - [Part two: Japanese examples](#) (Jai-Hsya Tsao)
 - [Part three: Chinese examples](#) (Charlene Chou)
 - Q&A & panel discussion with all trainers
- [Session five--Training resources](#) (Charlene Chou)

The Cheng Yu Tung East Asian Library staff of the University of Toronto helped make local arrangements for a classroom and for providing complimentary light refreshments during the workshop.

There were total 72 people signed up for the workshop (including 6 on the waiting list and 6 EAL staff from UofT), actual participants 67. The workshop received very positive feedback. Among 36 (53%) of participants who completed the workshop evaluation, 26 (72%) gave an overall rating of excellent while 10 (28%) gave an overall rating of good.

The trainers made the workshop materials available for public access at: <http://rdaandcjkworkshop.pbworks.com/> Thanks to trainers for willing to commit their time and effort to make this workshop successful and to share their knowledge and experiences with us.

CTP Training Webinars

This year is the first year that the CTP members started exploring an online training option. Five webinars were hosted or jointly hosted with CJK NACO Project and/or OCLC CJK Users Group in the year 2011-2012:

- Webinar on Searching LC/NACO Authority File in Connexion, July 13, 2011 (Presenter: Hideyuki Morimoto, Jessalyn Zoom; Participation: 69)
- Webinar on NACO References: Personal Names, November 17, 2011 (Presenter: Jessalyn Zoom; Participation: 57)
- Webinar on Subject Cataloging Using LCSH: Myth and Truth: Heading Control on OCLC Connexion Client, January 11, 2012 (Presenter: Hideyuki Morimoto; Participation: 77)
- Webinar on NACO References: Corporate and Conference Names (pt. 1), Feb. 23, 2012 (Presenter: Jessalyn Zoom; Participation: 70)
- Webinar on NACO References: corporate and conference names (pt. 2), Mar. 8, 2012 (Presenter: Jessalyn Zoom; Participation: 49)

Thanks to both presenters for committing their time and effort on preparing the webinars and for sharing their expertise and knowledge with us for free.

Overall, the webinars were very successful. There were also high demands for providing recorded sessions for these webinars in addition to webinar PowerPoint slides, so catalogers who weren't able to participate can watch the recorded session at a later time. All the recorded sessions are available at the CTP web site: <http://www.eastasianlib.org/ctp/webinars.htm>

CTP Projects, Subcommittees, Task Force Reports

1. CTP website and online communication.

One major task is to re-arrange the CTP web site including the review and update of the reference tools on the CTP web site. Dongyun Ni provided some suggestions on updating the reference tools. Yoko Kudo prepared a blue print of re-arrangement CTP web site structure for CTP members to discuss. After some discussion, a subgroup was formed by three CTP members: Dongyun Ni, Shi Deng, and Yoko Kudo (chair) after the CEAL 2012 annual meeting. The group will report the progress to the CTP members for feedback and discussion. CTP webmaster responsibilities also transferred from Yue Shu to Dongyun after April 2012. Thanks to Yue Shu for serving as the CTP webmaster for the last four years and for her contribution to CTP web site updating and maintenance.

2. PCC Acceptable Headings Implementation Task Group on problem with \$c in personal name heading in preparation for NACO RDA conversion.

In Feb. 2012, with a very short turnaround time, the CTP prepared comments to respond to the call from the PCC Acceptable Headings Implementation Task Group on reviewing the list of terms used in \$c of name headings in personal name authority records. Members who participated are: Sarah

Elman, Jai-hsya Tsao, Shi Deng, Lauran Hartley, Hideyuki Morimoto, Jee-Young Park and Erica Chang. We reviewed the terms in CJK and Tibetan languages. Sarah prepared the response based on the collective review result and sent to PCC.

3. CTP Subcommittee on LC-CEAL Internship Program (Report prepared by Yue Shu, 3/9/2012)

June 11, 2011, Council on the East Asian Libraries and the Library of Congress signed an agreement for the development of a cataloging internship program to provide training opportunities to eligible individuals in CJK “cataloging and related aspects of library science and computer and information technology. The purpose of the LC-CEAL Cataloging Internship Program is to share Library of Congress cataloging expertise for East Asian material by providing educational and work experience for CEAL members who have been assigned to perform cataloging and work in institutions that can’t provide adequate cataloging training in the languages with which they work; or to those who have been assigned to catalog material in a language with which they are not entirely conversant.” (the Agreement).

In October, 2012, an LC-CEAL CJK Cataloging Internship Subcommittee was formed under Committee of Technical Processing (CTP) by the request of Shi Deng, Chair of CTP. The subcommittee consists of Yue Shu (Chair) of the Smithsonian Institution Libraries, Yoko Kudo of University of California, Riverside and EunHee Nah of Harvard University. Shi Deng is the *ex-officio* of the Subcommittee and CEAL day-to-day liaison to communicate to the CEAL EB and community as well as LC.

This is what the subcommittee archived by far:

- The subcommittee reviewed and revised the LC-CEAL Cataloging Internship Application Form based on the LC-CEAL agreement and made announcement about the program to the CEAL community on Oct. 15, 2011;
- By Dec. 16, 2011, the deadline for accepting applications, one application was received;
- Reviewed applicant’s qualifications and credentials. Ms. Chiaki Aita of University of Maryland was recommended to LC on Feb. 14, 2012. Mr. Thomas Yee is the coordinator for the internship program and he has already accepted Ms. Aita for the internship shortly after receiving the subcommittee’s recommendation. Details like training duration, instructor, training materials and schedules will be worked between LC and Ms. Aita;

The following is what the subcommittee will do:

- At the Plenary Session, an announcement of the selection will be made;
- The subcommittee will monitor the program to ensure a quality experience by communicating with both Ms. Aita and Mr. Yee on a regular basis via emails;
- A scholarship of up to \$1,000 will be provided to the intern upon successful completion of the program.
- At the end of the program, surveys will be conducted for the experiences, one for LC, one for the intern;
- The subcommittee will submit a formal report to the CEAL Executive Board for overall experience.

--Submitted by Shu Yue, Chair, CTP Subcommittee on LC-CEAL Internship Program

4. CTP/CJM Joint Task Force on the LC Proposal Regarding Japanese Romanization (report prepared by Keiko Suzuki, March 15, 2012)

Basic timeline:

- **Dec. 14, 2011:** LC sent “Clarification of LC practice concerning the use of diacritical marks in Japanese romanization” to the EASTLIB
- **Beginning of 2012:** CEAL Executive Committee approved to form the joint task force by CTP (Shi Deng, chair) and CJM (Setsuko Noguchi, chair)
- **Jan. 9 to 16, 2012:** “CTP/CJM Joint Task Force on LC Proposal to Japanese Romanization” conducted a survey to CEAL community. TF received close to 60 responses in a week.
- **Jan. 22, 2012:** TF submitted a report to LC, titled “CEAL Response to the Clarification of LC practice concerning the use of diacritical marks in Japanese romanization.”

CEAL response summary:

- CEAL members support LC’s clarification on the long-standing issue of alif and apostrophe usage in Japanese romanization as well as the idea of adding a “Diacritic marks” section to the Japanese romanization guidelines, and suggestion to move the section towards the beginning of the document.
 - TF also suggested adding a section on macron usage, with examples, to further clarify usage in more complex macron cases.
 - Not formally noted, TF identified 17 additional examples and one deleted section in the proposed table, and requests LC for another proposal on those additional revisions.
 - TF welcomed both LC’s and OCLC’s intention to work together with the CEAL community to do necessary cleanup work resulting from this change.

LC’s initial response by email:

- LC worked through the CEAL response, and would like to work with CEAL for further revisions
- LC staff has a meeting scheduled for Monday, March 12th, to explore the issues in detail

LC and TF’s agree upon next step:

- LC will formally announce apostrophe use instead of alif.
- The announcement will acknowledge the input from the user community and will alert concerned parties that a revision proposal for the Japanese Romanization Table is currently being developed to address the concerns raised

TF is planning to work continuously, with LC and CEAL community for further improvements on ALA-LC Romanization Table for Japanese. Thus, please let the TF members know if CEAL members have any concerns or suggestions on this matter.

Lastly, TF members thank the support from CEAL community, CEAL Executive Committee, CTP, CJM, OCLC and LC. In addition, thanks to Gail King, the TF response published in Feb. 2012 issue of the JEAL at <https://ojs.lib.byu.edu/spc/index.php/JEAL/article/view/14151/14031>

Task Force Members: Rob Britt, University of Washington

Yoko Kudo, University of California Riverside

Mieko Mazza, Yale University

Hikaru Nakano, University of Florida

Keiko Suzuki, Yale University, Chair

Shi Deng, University of California San Diego, ex officio (CTP Chair)

Setsuko Noguchi, CIC, ex officio (CJM Chair)

5. Special Committee to Propose a Chinese Place Names Policy for RDA (Report prepared by Sarah S. Elman, May 19, 2012)

Because of the size of China's territory, the existing cataloging practice for establishing place names (i.e., using the name of country "China" as qualifier unless two different places have identical names, in which case the name of province will be added as well) is considered by many, especially users and public services librarians, as inadequate. In order to address this issue during the transitional period from AACR2 to RDA, the Council on East Asian Libraries (CEAL) Committee on Technical Processing (CTP) conducted a survey in August 2011 among CEAL and PCC/CONSER members. The majority of those surveyed (ca. 93%) supported adding the name of province or its equivalent to the country name as a place name qualifier for Chinese locations.

Responding to the strong support of the community expressed in the survey, CTP submitted a proposal to the CEAL Executive Board to form the "Committee to Propose a Chinese Place Names Policy for RDA" and it was approved in early November 2011. Sarah S. Elman of Columbia University was appointed to organize and chair the committee, who then recruited librarians representing technical as well as public services to be committee members. (An attempt was also made to recruit librarians from non-CJK areas as well. However, it was not successful because those approached all expressed their unfamiliarity of the issues involved.) In early December 2011, the committee was formed with the following members:

Robert R. Britt
Coordinator of East Asian Library Services
Gallagher Law Library
University of Washington
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Shi Deng
Head, CJK Acquisitions/Cataloging Unit
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Vickie Doll
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Sarah Elman, Chair
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The Committee reviewed the survey responses, relevant RDA rules, examples of proposals being submitted to ALA CC:DA, as well as "Submitting a Proposal to Revise RDA Interim Guidelines", etc. Zehua Sun also shared some internal documents regarding the policy for Chinese place names at the Hong Kong University of Science and Technology.

After some discussions within the committee as well as consultation with John C. Attig (ALA Representative to the Joint Steering Committee), the Committee established the following guiding principles:

1. The proposal would cover provinces, autonomous regions, as well as special municipalities directly under the government.
2. Instead of proposing it as an alternative rule, the Committee decided to propose a new section within Chapter 16, to be numbered as 16.2.2.11, under the header "Places in China."

The first draft of the proposal was prepared in mid-February 2012. After a few revisions, it was sent to the CEAL Executive Board for approval in late March. On April 2, 2012, the proposal was finalized and forwarded to the Chair of CC:AAM Hikaru Nakano who in turn submitted it to CC:DA for consideration. The Committee is waiting for response from CC:DA and will take necessary actions accordingly.

The proposal, consisting of the cover letter, the proposal with tracked changes, as well as the clean version, can be accessed via

http://www.eastasianlib.org/ctp/Subcommittees/sub_Chineseplacename.htm

