

CEAL Committee on Technical Processing Annual Report, April 2017-March 2018

This draft is prepared by Charlene Chou (Chair)

I. Introduction

This report covers activities of the CEAL Committee on Technical Processing (CTP), its subcommittees and working group and related activities from April 2017 to March 2018. CTP has followed its proposed goals and work plans to the CEAL Executive Board for its activities in the past year. The chief goals of CTP are to keep CTP and CEAL members synchronized with major developments in the areas of cataloging/metadata (e.g. RDA/NACO/SACO), acquisitions (e.g. DDA), linked data as well as e-resource management; and to communicate and collaborate with other groups to prepare trainings and establish CJK best practices and standards for various kinds of data.

II. Committee members

Charlene Chou (University of Washington Libraries, Chair)
Randall K. Barry (LC)
Hyunjoo Eom (UBC)
Hyun Chu Kim (Kennesaw State, co-webmaster)
Mieko Mazza (Stanford, co-webmaster)
Naomi Shiraishi (UC Berkeley)
Jia Xu (Yale)
Runxiao Zhu (Oberlin)

III. CTP Committee Activities

In response to CEAL members' requests, CTP has collaborated with the OCLC CJK Users Group and ERMB (CEAL Task Force on Metadata Standards and Best Practices for East Asian Electronic Resources) to organize training webinars for four topics from November 2016 to May 2017. Most of them are related to cataloging special materials and e-resources. We especially appreciate strong technical support from OCLC for all dry runs and live webinars. All the presentation slides and recordings are available at the CTP webinar website at:

<http://www.eastasianlib.org/ctp/webinars.htm>

Training webinars: planning & implementation

Webinar on **Cataloging Cartographic Materials** (*presented by Paige Andrew (Penn State University) on May 1 & May 2, 2017*)

Training on cataloging maps has been a popular demand in CEAL for years. Paige Andrew is the presenter of ALCTS webinar entitled RDA and Cartographic Materials in 2011, the author of RDA

and cartographic resources in 2005 and helped with BIBCO training documentation. We really appreciate that he has agreed to teach and started preparing CJK examples for us. Due to the length of contents, he will provide training in two sessions on May 1st and May 2nd.

A webinar idea proposed for “**RDA and Uniform Titles for Translations**”

The CTP Chair has received this webinar idea from a CEAL member. The CTP members had lots of discussions before making a joint decision. We have sent the following feedback to her:

- 1) There are existing training resources online. Some of resources are listed as follows:
 - a. [Library of Congress RDA training materials](#)
 - i. [Module 6](#), slides 79-94 &
 - ii. [Module 7](#), slide 47-50
 - b. LC Classification and Shelflisting Manual [G150](#): Translations/Texts in Parallel Languages
 - c. LC SHM [H2220](#): Translations
- 2) Since [RDA 3R Project](#) may have an impact on this topic, we may have a quick survey on this idea during the [2018 CEAL Cataloging Workshop](#). When we consider this topic in the perspective of 3R project and with more inputs, we can plan this webinar after the CEAL conference with more time and preparation.
- 3) The Report from PCC to CC:DA (CC:DA/PCC/2018/02)--<http://alcts.ala.org/ccdablog/wp-content/uploads/2018/02/PCC-2018-02.pdf> about a work in progress by LC/PCC: “Language expressions – PS 6.27.3 has been written and is under review by LC. This development is also highly related to translations.

CTP is strongly committed to provide training for CEAL members. Therefore, we will continue planning new training webinars or in-person sessions in response to CEAL members’ requests.

BIBFRAME & linked data

CTP was committed to provide the updates on linked data since 2015. The chair continues forwarding related messages on BIBFRAME and linked data; therefore, we will not duplicate any training efforts for the same topics.

CTP sent CEAL responses to CCAAM statement on June 21, 2017 before the ALA Annual conference for discussions at the CC:AAM meetings. The CEAL responses are posted at: http://www.eastasianlib.org/ctp/Projects/2017-2020/CCAAM_BF_CEAL_prelim.pdf

OCLC project to convert 260 to 264 fields in PCC RDA Records

When Cynthia Whitacre (OCLC) emailed the PCCLIST listserv to ask for comments, the CTP Chair received comments from the CEAL members right away. The Chair organized the comments

and the document was approved by the CTP members. CTP sent CEAL responses to OCLC through PCCLIST listserv in September 2017, and the document is available at:

http://www.eastasianlib.org/ctp/Projects/2017-2020/CEAL_260.pdf

CTP projects: *to-do list available on the CTP Projects website:*

<http://www.eastasianlib.org/ctp/projects.htm>

Documents to review and/or comments:

- 1) Removing ISBD Punctuation from MARC Records
 - a. [PCC ISBD and MARC Task Group Revised Final Report \(2016\)](#)
 - b. [Record sets for testing limited punctuation \(2/6/2018\)](#)
- 2) [IFLA FRBR-Library Reference Model \(LRM\)](#), *draft for world-wide review (2016-02-21)*
- 3) [MARC Discussion Paper No. 2018-DP04](#): Multiscript Records Using Codes from ISO 15924
- 4) RDA Toolkit 3R Project: CC:DA seeking comments for special formats and materials: elements added to the Toolkit

CJK CONSER Funnel Project: training & implementation

Per CEAL members' requests and support, the CJK CONSER Funnel Group was established in 2017. The CTP Chair submitted the application form, and Les Hawkins, CONSER Coordinator from LC, has informed us that "the PCC Steering Committee very enthusiastically approved the formation of the CJK CONSER Funnel." So far, we have 23 participants from thirteen institutions participating in this project and they are:

Getty Research Institute, George Washington University, Rutgers University, UC Berkley, East Asian Library, UCLA, East Asian Library, UC San Diego, University of Hawaii at Manoa Library, University of Maryland, University of Washington Libraries, Yale University, Columbia Law Library and Kennesaw State University

During the 2017 CEAL Cataloging Workshop, the group members had the first in-person meeting and asked for having more training on CONSER standards. In August 2017, five training webinars in 4 modules were provided. In addition to the project members, some CEAL members joined this webinar series since they never received any formal CONSER training before. The training sessions are listed as follows. The website was created and training sessions were recorded and available at:

<http://rdaandcjkworkshop.pbworks.com/w/page/119082177/CJK%20CONSER%20Funnel%20Project>

Module 1: Basic Serials Cataloging: Highlights (Sessions 2-4) in two parts (by Steve Shadle)

Module 2: Identifying Appropriate Copy (Basic Cataloging Workshop session 9-10) (by Les Hawkins)

Module 3: Special Topics: CCM 5--AAP for Serial Works/Expression & CCM 14—Linking Relationship (by Cathy Weng)

Module 4: Title Changes: CCM 16—When to create a new description; RDA2.3.2.13—Major/minor changes (Languages and Scripts That Do Not Divide Text into Words); CJK-specific issues (by Shi Deng & Charlene Chou)

There are enormous discussions on CJK best practices, especially for serials title changes. This topic will be presented and discussed in the 2018 CEAL Cataloging Workshop. Because LC cannot provide CONSER reviewers for this project. Three trainers have volunteered to review records and they are Cathy Weng for Chinese, Steve Shadle for Japanese and Charlene Chou/Junghae Lee for Korean.

Since the RDA Steering Committee is working with International ISSN Center to harmonize serials cataloging rules, we believe this group has the same vision, mission and power to keep CJK serials record or metadata accurate and synchronized globally.

This group is also committed to collaborate with the CEAL ERMB Cooperative Cataloging for e-Resources project. Therefore, CEAL is able to manage, produce and share standards-compliant metadata for CJK e-resources globally.

IV. 2018 CTP Annual Meeting: Program

Based on the discussions of CTP members, the theme is “**Providing Quality Metadata for Diverse Collections.**”

In recent years, library collections have been diversified by print (both published and manuscripts), electronic resources, digitized collections and born-digital objects at a faster pace than ever before. Providing quality metadata will play a pivotal role in assuring diverse resources findable, shareable and sustainable in the networked environment worldwide. This CTP meeting will explore and examine how to provide and maintain the quality of descriptive metadata/bibliographic data for the better discovery of diverse resources.

For details, go to CTP Meetings website at: <http://www.eastasianlib.org/ctp/meetings.htm>

Below is the outlines of program:

Greetings and brief report *presented by Charlene Chou (U Washington)*

When the Subjects of Metadata Embraces the Statistical Learning *presented by Anlin Yang (University of Iowa)*

Beyond Library's Catalog: Providing Metadata for Magario Family Diary Collection *presented by Mieke Mazza (Stanford University)*

Automatic Generation of Bibliographic Records for Korean DVDs *presented by Hyounghae Lee (Princeton University)*

Best Practice Reminders for Cataloging Chinese Minority-Language Materials *presented Lauran R. Hartley (Columbia University)*

Q & A

V. 2018 CTP Special Session—Panel Discussion: LC BIBFRAME Updates: Pilot 2 for Non-Roman Scripts

Many CEAL colleagues have shared their interests in knowing the impact of LC BIBFRAME (as a replacement for MARC) on CJK resources. We have invited three BIBFRAME testers from LC to provide us the status report. Each of these presenters will provide a different perspective on BIBFRAME, including the perspectives of PCC, MARC standards and catalogers.

Panelists:

Paul Frank (Cooperative & Instructional Programs Division, LC)

Jodi Williamschen (Network Development & MARC Standards Office, LC)

Roger Kohn (Asian & Middle Eastern Division, LC)

VI. 2018 CTP Preconference Workshops

CEAL Cataloging Workshop

This workshop is co-sponsored by CEAL Committee on Technical Processing (CTP), CEAL Task Force on Metadata Standards and Best Practices for East Asian Electronic Resources (ERMB), and George Washington University Libraries. The 2018 workshop will be held on March 20th, 2018 from 8:00am to 12:45pm at the George Washington University Libraries. It will cover reports on the RDA 3R Project from Kate James (LC) as well as NACO updates. In addition to these reports, the workshop will include group discussions for of CEAL best practices concerning CJK numerals (especially non-numeral characters), CJK relationship designators, CJK facet vocabularies (demographic and genre terms) and CJK NACO. With the increasing demand of cataloging e-resources, reports from ERMB cooperative cataloging project for e-resources and CJK CONSER Funnel project will be given and CJK best practices will be discussed. For the detailed information about this workshop, go to its wiki at:

<http://rdaandcjkworkshop.pbworks.com/w/page/122724843/2018%20CEAL%20Cataloging%20Workshop>

There are 87 participants registered for this workshop. 63 participants are CEAL members (72%) and 24 participants are non-members (28%). On the other hand, we are very delighted

to see several Asian vendors registered to learn new cataloging standards, and look forward to having active discussions on CJK best practices in this workshop for the CEAL community again.

VII. Subcommittees and Working Group Reports

Subcommittee on LC-CEAL Cataloging Internship Program *(prepared by Naomi Shiraishi, Chair)*

Membership:

Naomi Shiraishi (chair)
Jia Xu
Runxiao Zhu
Charlene Chou (ex-officio, CTP chair)

The new subcommittee was formed in May, 2017. Since the last agreement between LC and CEAL was about to expire, it was time to sign a new agreement. Based on the recommendations from the previous subcommittee, the subcommittee suggested minor changes in the agreement in terms of the timeline and the duration of the program to LC and CEAL. The new agreement was signed on October 30th, and the subcommittee announced the 2018 internship program on the same day after getting approval from the LC Office of Communications on the announcement and application form. By the deadline of December 8th, two people applied. After reviewing the applications, the subcommittee recommended both of them to LC in December. In January 2018, LC decided to offer the 2018 internship to Ms. Ann Roddy from the Elling Eide Research Center & Preserve in Sarasota, Florida.

CTP/CJM Joint Working Group on ALA-LC Japanese Romanization Table Report *(prepared by co-chair, Chiharu Watsky & Yukari Sugiyama)*

Membership:

Keiko Suzuki (New School, co-chair till 9/2016)
Rob Britt (University of Washington)
Ryuta Komaki (Washington University, St. Louis)
Fabiano Rocha (University of Toronto)
Chiaki Sakai (Japan Foundation)
Koji Takeuchi (Library of Congress)
Yukari Sugiyama (Yale University, co-chair)
Chiharu Watsky (Princeton University, co-chair)

The group continued to examine the current Romanization Table (RT) and to draft a proposal for the new RT. Areas of focus for this year included Capitalization, Punctuation, Diacritic Marks (all of which completed in April 2017), Numeral (completed in December 2017), Word Division (completed in January 2018). In April 2017, the group sent the CEAL community a brief survey to gauge their opinion about the irregular Romanization of the Japanese word for symposium, shinpojūmu. 74 responses were received and 88% of respondents supported the change of the Romanized form to shinpojiumu which was reflected in the new RT. In summer 2017, the group

asked Mieke Mazza, Hideyuki Morimoto, and Naomi Shiraishi to review the draft for the sections that have been completed in the previous year including introduction, word reading and long vowel. The partial draft was well-received by the reviewers and the group truly appreciated their time and thorough review. From November 2017, the group started meeting every week, instead of every other week, to meet the scheduled timeline. As a result, there were as many as 27 conference call meetings between April 2017 and February 2018. Despite its demanding schedule, the group successfully finished drafting the proposal and shared the proposal (see attached) with the CEAL community for review in February 2018. It will expect to discuss feedback and to officially submit the final draft to the Library of Congress by the end of March when the term of the group ends.

The final report will be posted online after the CEAL conference.

CTP/CCM Working Group on Taiwanese Access Points *(prepared by Charlene Chou, chair)*

The CTP and CCM chairs have proposed a new working group on Taiwanese Access Points to the CEAL Executive Board and got approved in March 2016. This new group would examine issues related to Taiwanese access points in the LC/National Authority File, OCLC and online catalogs (i.e. mixed practices, confusing and problematic headings that hamper access). The term of this working group is expanded to March 2019 due to complex and challenging issues to resolve.

Membership:

Charlene Chou (U Washington), Chair
Shi Deng (UCSD), CJK NACO Coordinator
Sarah Elman (Columbia)
Jia Xu (U Iowa)
Hsi-chu Bolick (U North Carolina)
Ex-Officio: CCM chair (Hong Cheng, UCLA) & CTP chair (Charlene Chou, U Washington)
LC liaison: Jessalyn Zoom

The Working Group members met during 2017 CEAL conference with several guests joining our discussions as well. The meeting minutes in details are available at the WG website at:

http://www.eastasianlib.org/ctp/Subcommittees/sub_TaiwaneseAccessPoints.html

The WG members used the meeting minutes for further discussions via emails in the past months, and the draft of preliminary report is written for review.

With the complex and sensitive issues related to Taiwanese authorized access points, the scope of our discussions are primarily based on the form of names (headings) established in BGN and keeping cataloging rules consistent (e.g. between RDA/LC-PCC PS and AACR2/LCRI.)

The Working Group will share this preliminary report with CEAL community for comments before submitting the proposal to the PCC Standing Committee on Standards to revise LC-PCC

PS for 16.4 and related rules. The Working Group members will work with LC/PCC to do global updates for making the geographic qualifiers of Taiwanese corporate bodies consistent in the LCNAF (LC Name Authority File). The Working Group plans to write our final report by the end of 2018.

CJK RDA Examples posted on the RDA & CJK Workshop Website

These examples were collected and reviewed in the past two years under Mieko's leadership as the Examples Study Group of CTP Subcommittee on RDA. The examples are available online at: http://rdaandcjkworkshop.pbworks.com/w/file/123763518/CTP_RDA_Examples_Group_Full-record%20Examples_Feb.2017.docx

CCM/CTP Chinese Rare Books Guidelines Revision, co-led by Sarah Elman and Shuwen Cao

This group focuses on revising **CGCRB** (Cataloging Guidelines for Creating Chinese Rare Book Records in Machine Readable Form) to be synchronized with RDA if possible. Both Sarah and Shuwen are also members of the CCM Subcommittee on Chinese Rare Books and Classics, and have worked with the NLC and the National Central Library (NCL) in Taiwan to develop and implement RDA rules for cataloging rare books. They submitted the Revised Cataloging Guidelines for Chinese Rare Books in March 2016 to solicit comments, and hosted a discussion during AAS/CEAL conference in Seattle in March 2016. Sarah and Shuwen revised the rules based on comments collected and shared it again in June 2016. Additional revisions are been incorporated and another version was released for final comments before the 2017 CEAL Meeting. The final version was submitted to the CC:DA Chair for comments last October and CC:DA comments will be sent back to CEAL by March 16th, 2018.

VIII. Related Activities

Memo to LC for their reconsideration to approve “Zhiquing” as a demographic term (LCDGT)

The memo is available at:

<https://drive.google.com/file/d/1B0JkwUBJQye7PykRKuZ72ChqeNAJGT6g/view?usp=sharing>

This memo is approved by the CTP, and got supported from CCM, Chinese Studies Librarians Wechat Group and CEAL colleagues with precious inputs. This is indeed a group effort and CEAL has made us to share the same vision as a community!

Pseudonym proposal

Charlene submitted a proposal on pseudonym to the CJK NACO Coordinator, Shi Deng, for CJK best practices and revising LC/PCC Pseudonym FAQ document. This proposal will be discussed at the 2018 CEAL Cataloging Workshop. The proposal is available at:

<http://rdaandcjkworkshop.pbworks.com/w/file/123573036/Pseudonyms.docx>

ALMA CJK Interest Group

In response to popular demand, this interest group was established in 2017 with a fast-growing membership from Europe, Asia and North America. Workspace is created for documentation and ideas at: <http://acig.pbworks.com/w/page/119143398/Home>

Per the request of our HK colleagues, we will have our first in-person meeting at the CEAL conference during Wednesday dinner time.

IX. Next Steps

CTP should continue playing a leadership role for establishing CJK best practices in RDA and other metadata standards including linked data, especially voicing our specific needs for the discovery of CJK resources in a wider community consistently. Consequently, the collaboration between CTP and ERMB is very crucial for cataloging e-resources, e.g. CEAL Cooperative Cataloging Project for e-resources and CJK metadata management.

Because of the increasing demand of digitizing unique resources, CTP needs to work with stakeholders to provide quality metadata for the access of digital resources. More training sessions may need to be planned for cataloging special resources. With the training sessions of LCGFT/LCDGT provided in the past two year, CTP may consider planning the formation of a CJK SACO Funnel Project, which can contribute new CJK terms (controlled vocabularies) to increase the discovery of CJK resources through facet searching and linked data. CTP needs to have communications with the RSC and RDA Registry for mapping CJK terms in the environment of linked data in the near future.