**The Annual Report of CTP Subcommittee on RDA** *submitted by Charlene Chou*

*April 20th, 2015*

1. **The Charge and Membership of the CTP subcommittee on RDA**

The Subcommittee was established and approved by the Executive Board of CEAL on December 5th, 2013, and the major charge is to propose RDA instructions or best practices that may facilitate and enhance user discovery and to communicate with ALA, LC, PCC, OCLC and/or other stakeholders on behalf of the CEAL CTP and CEAL community with the approval of CEAL Executive Board. The membership consists of Charlene Chou (Chair, U Washington), Erica Chang (Hawaii), Erminia Chao (BYU, AV materials), Jee-Young Park (Chicago), Mieko Mazza (Stanford), Rob Britt (U Washington, laws & public services), Shi Deng (UC San Diego), T.J. Kao (Yale) with Ex-officio: CTP chair, Consultant: Hideyuki Morimoto (Columbia), Liaisons**:** Sarah Elman (Columbia, CJK NACO Project liaison), Jessalyn Zoom (LC, LC liaison). The term is from December 2013 to November 2015.

1. **Five Study Groups were established based on the survey results**

Based on the March 2014 survey results, the Subcommittee has established five Study Groups to look into the issues of: CJK Examples, led by Mieko and Charlene; CJK Numerals, led by Rob and Shi; Serials Title Changes led by TJ; Geographic Names, led by Jessalyn and Jia Xu; and Rare Books, led by Sarah and Shuwen Cao. For the CJK Examples group, we have added two new members, and they are Eunseung Oh (Stanford) for Korean examples and Yukari Sugiyama (Yale) for Japanese examples. The progress reports of the five study groups are listed as follows:

Preliminary reports of two of the groups are online. These were announced at the 2015 RDA Workshop.

* For the preliminary report of CJK Examples Group, go to:

<http://rdaandcjkworkshop.pbworks.com/w/file/93864140/CJK%20RDA%20examples%20group_draft1.docx>

* For the preliminary report of Rare Books Group, go to:

<http://rdaandcjkworkshop.pbworks.com/w/file/94124174/CEAL%20CTP%20Rare%20Books%20Study%20Group%20Report.docx>

* While waiting for LC test results on Malaysian names, the Geographic Names Group has written a document for comments on Converting Taiwan Place Names from Wade-Giles to Pinyin Form, and Jessalyn will keep us updated with LC decisions, etc. The draft document is available at: <http://rdaandcjkworkshop.pbworks.com/w/file/93899801/Taiwan_place_name_conversion-draft_for_comments.docx>
* LC is working on a LC-PCC PS document for CJK numerals including other non-Roman scripts. The CJK Numerals Group is waiting for the LC document to be released for public comments.
* According to the discussion and decisions at the 2015 RDA Workshop, the Serials Group will create more CJK examples related to major/minor changes since the ISSN Manual does not include sufficient CJK examples at all.

1. **CEAL responses were compiled and submitted to PCC and CoP**

The CTP Subcommittee on RDA designed survey forms to compile comments from the CEAL community and submitted CEAL responses to PCC and the Committee of Principles. Please click on the following links for detailed information.

* [CEAL Responses to LC-PCC PS 1.11](http://rdaandcjkworkshop.pbworks.com/w/file/93900950/Summary_CEAL_response_to_PS_1_11r.docx) (Microforms, photocopies and Print-on-demand reproductions)
* [CEAL Responses to the future RDA Governance](http://rdaandcjkworkshop.pbworks.com/w/file/93900959/CEAL_Responses_to_the_future_RDA_Governance_r.docx)

Our recommendations include establishing an “East Asian resources working group,” which could represent the East Asian library communities internationally; in this way, CEAL may play a more proactive role for RDA revision in future. The ALA’s (CC:DA) comments include a similar point as our recommendation.

1. **2015 CTP Workshop on RDA**
   * The Subcommittee organized and conducted the 2015 CTP Workshop on RDA on March 23rd at the University of Chicago. For details, go to:

<http://rdaandcjkworkshop.pbworks.com/w/page/93403382/2015%20RDA%20Workshop>

* + The contents include the Highlights of recent revisions, upcoming revisions and common errors, Relationship designators, Best practices for cataloging audiovisual materials, NACO updates since April 2014, Series authority records, OCLC-MARC Format Update, and the RDA Subcommittee reports. Five trainers consist of Charlene Chou, TJ Kao, Erminia Chao, Sarah Elman and Jessalyn Zoom. There was a great deal of lively discussion regarding various issues during presentations and group exercises.
  + We received positive feedback from the participants regarding the contents, exercises and documentation. The major suggestion for improvement was to have more time allocated for each session, so participants have more time for learning and discussion.
  + The participants expressed their strong interest in developing more detailed instructions on CJK relationship designators when two spreadsheets were shared for discussions during the RDA workshop. Below are the links to the two files:
    1. [CJK Relationship Designators: tentative table for discussions](http://rdaandcjkworkshop.pbworks.com/w/file/93994730/CJK_Relationship_Designators-_tentative_table_for_discussion.xlsx)
    2. [CJK Relationship Designators for AV materials: tentative table for discussions](http://rdaandcjkworkshop.pbworks.com/w/file/93995933/CJK_Relationship_Designators_tentative_table_AV.xlsx)

1. **Next Steps**
   * Proposals for rule revision
     1. The Subcommittee will draft a proposal to revise 2.8.6.3 (for different calendar years), making the paragraph below the optional addition “optional”, so duplicate information will not present.
     2. LC-PCC PS for 16.4—Taiwan carried over the old LCRI practice, so it needs to be revised.
   * Suggestions for webinars or workshops according to evaluation of the RDA workshop
     1. Using the tables of CJK Relationship Designators with instructions and examples
     2. RDA cataloging for DVDs
     3. Determination of RDA preferred names for Buddhist deities in Sanskrit
     4. FAST subject headings
   * Other suggestions from the participants: compiling CJK examples to replace the DCEAM (Descriptive Cataloging of East Asian Material: CJK Examples of AACR2 and Library of Congress Rule Interpretations)