

Catalogers Group  
 Minutes  
 January 12, 2006

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Cataloging & Metadata Questions

(1) **Geographic Subdivisions to the City Level** (C. Kincy)

When can a subject heading be subdivided geographically? Bibliographic records “seem” to indicate that a heading like “Jews” can be subdivided geographically to the city level, but there are records which seem to contradict it? Where can catalogers find guidance for this?

*(Note: Cataloging by analogy is not appropriate for records may contain errors and may not follow the rules.)*

Answer:

A. Check subject authority record :

Note: Geo subd: i → indicates that heading can be subdivided geographically

|                          |   |                             |          |                           |                  |
|--------------------------|---|-----------------------------|----------|---------------------------|------------------|
| <a href="#">Rec stat</a> | c | Entered                     | 20050801 | Replaced                  | 20050910113309.0 |
| <a href="#">Type</a>     | z | <a href="#">Upd status</a>  | a        | <a href="#">Enc lvl</a>   | n                |
| <a href="#">Roman</a>    | ■ | <a href="#">Ref status</a>  | a        | <a href="#">Mod rec</a>   |                  |
| <a href="#">Govt agn</a> | ■ | <a href="#">Auth status</a> | a        | <a href="#">Subj</a>      | a                |
| <a href="#">Series</a>   | n | <a href="#">Auth/ref</a>    | a        | <a href="#">Geo subd</a>  | i                |
| <a href="#">Ser num</a>  | n | <a href="#">Name</a>        | n        | <a href="#">Subdiv tp</a> | n                |
| <a href="#">Source</a>   |   | <a href="#">Name use</a>    | b        | <a href="#">Subj use</a>  | a                |
| <a href="#">Ser use</a>  | b | <a href="#">Rules</a>       | n        |                           |                  |

  

|     |   |   |
|-----|---|---|
| 010 |   | sh 85070361   |
| 040 |   | DLC #b eng #c DLC #d DLC #d WaU #d DLC  |
| 053 | 0 | DS101 #b DS151 #c General   |
| 053 | 0 | GN547 #c Anthropology   |
| 150 |   | Jews  |
| 360 |   | #i subdivision #a Jews #i under individual wars, e.g. #a World War, 1939-1945 |
| 450 |   | Hebrews   |
| 450 |   | Israelites  |
| 450 |   | Jewish people   |
| 450 |   | Jewry   |
| 450 |   | Judaic people   |

B. Check *Subject Cataloging Manual* instruction sheets”

As per *H 832 Geographic Subdivision to the City Level*:

**1. General rule.** If a work discusses a topic in a specific city, and the heading for the topic is authorized for geographic subdivision, divide the heading geographically to the city level, for example, **Fountains–California–Los Angeles**.

(2) **CD-ROM: What is the title? What is the chief source?** (S. Benamou)

How to select a title from a CD-ROM where a corporate body name is formally presented on the label with no further title; the item includes reports and executive summaries in Word documents in two languages (Hebrew & English) with formal title on t.p.; and a video clip with no title? Which is the title proper, if any? What is the chief source?

Options considered for title:

- Title from full report t.p. (Hebrew or English)?
- CD label (corporate body name on label)?
- Title from video clip?
- Title from publications list on organization’s Web site? (Link also included in CD-ROM. Note: Title from publications list online matches titles on Word document t.p. of full reports)
- Or, is a devised title more appropriate?

Chief Source:

-- What is the chief source for an electronic resource? CD-ROM label vs. PDF t.p.  
As per AACR2 Chapter 9:

*9.0B1. Chief source of information:*

*The [chief source of information](#) for electronic resources is the resource itself.*

*Take the information from formally presented evidence (e.g., [title screen\(s\)](#), main menus, program statements, initial display(s) of information, home page(s), the file header(s) including “Subject:” lines, encoded metadata (e.g., TEI headers, HTML/XML meta tags), and the [physical carrier](#) or its [labels](#)), including information that has been uncompressed, printed out, or otherwise processed for use. If the information in these sources varies in degree of fullness, prefer the source that provides the most complete information.*

Further considerations:

-- Organization name on CD label, if selected as title proper, is not useful for users in identifying and retrieving this item.

-- In choosing language of title proper, consider the official language of the corporate body (Be-tselem (Organization : Jerusalem) = B'tselem (Organization : Jerusalem) → Hebrew

--If choosing text report, are we giving primacy to textual material over image (video)?

Answer:

Select title from Word document t.p. (full report in Hebrew language)

If choosing title from Word document t.p.--> provide note:

500 Title from Hebrew full report document t.p.

Provide summary in 520 note to explain contents of CD-ROM, including video clips, etc.

(3) **Subject Terms for AIDS Poster not Included in Thesaurus** (C. Horning)

If the thesaurus (*Thesaurus for Graphic Materials I*) does not provide a term needed, what are the alternatives? For example, for the “start” and “stop” buttons depicted on a poster. (Note: in TGM I, the term **Buttons (Fasteners)** is for clothing.)

Answer:

Consider alternative terms: **push buttons, control buttons, buzzers..**

If these terms are not part of TGM, check terms in LCSH.

If nothing available, then assign & propose one!

Subject term selected: **push buttons**

(Note: Code subject as “blank” in the AIDS Poster database to indicate that it is not part of an existing thesaurus and term is to be proposed to TGM I).

(4) **What is the appropriate LC classification?** (L. Ratliff)

Monograph includes speeches by newly-elected president of Catalonia. How to classify this item?

Search in LC’s catalog may provide clues. Search of subject “**Presidents--Spain--Catalonia**” may also provide some clues.

Answer:

Class: JN8399.C273

LC Classification Schedule

[Political institutions and public administration \(Europe\)--Europe--Spain--By region, province, or autonomous community, A-Z](#)

|             |   |
|-------------|---|
| JN8231      | Regionalism. Autonomous communities [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]<br><a href="#">Government. Public administration</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]  |
| JN8386      | Political corruption [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]  |
| JN8395.A2-Z | <a href="#">Political parties</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]   |
| JN8398      | State, provincial, prefecture government (General and comparative) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]  |
| JN8399.A-Z  | By region, province, or autonomous community, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]<br>Subarrange each by Table <a href="#">J12</a><br>Class here works on regional or provincial government<br>For the old kingdoms see <a href="#">JN8128-8142</a> [ <a href="#">H</a> <a href="#">R</a> ]<br>For local government see <a href="#">JS6320.A-Z</a> [ <a href="#">H</a> <a href="#">R</a> ] |

Table J12:

|                |   |
|----------------|---|
| J12 .xA1-.xA3  | Periodicals. Societies. Serials [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .xA4-.xA49 | History [ <a href="#">H</a> <a href="#">R</a> ]   |
|                | General works see <a href="#">J12 .x2</a> [ <a href="#">H</a> <a href="#">R</a> ]                                     |
| → J12 .x2-.x5  | <a href="#">Public administration</a> [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .x58       | Government property. Public buildings [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .x59-.x65  | <a href="#">Political rights. Political participation. Practical politics</a> [ <a href="#">H</a> <a href="#">R</a> ] |
| J12 .x7-.x73   | <a href="#">Political parties</a> [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .x8A-.x8Z  | <a href="#">Other topics, A-Z</a> [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .x9A-.x9Z  | By state, province, prefecture, A-Z [ <a href="#">H</a> <a href="#">R</a> ]<br>For local government, see subclass JS  |

J12 .x2-.x5 [Public administration](#) (Partially represented below)

|                 |   |
|-----------------|---|
| J12 .x2         | General works [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .x25A-.x25Z | <a href="#">Special topics, A-Z</a> [ <a href="#">H</a> <a href="#">R</a> ]   |
| → J12 .x3-.x4   | <a href="#">Executive branch</a> [ <a href="#">H</a> <a href="#">R</a> ]  |
| J12 .x5         | Legislative branch [ <a href="#">H</a> <a href="#">R</a> ]  |
| J12 .x58        | Government property. Public buildings [ <a href="#">H</a> <a href="#">R</a> ]   |
| J12 .x59-.x65   | <a href="#">Political rights. Political participation. Practical politics</a> [ <a href="#">H</a> <a href="#">R</a> ] |

J12 .x3-x.4 [Executive branch](#)

|           |   |
|-----------|---|
| → J12 .x3 | General works [ <a href="#">H</a> <a href="#">R</a> ] |
| J12 .x4   | Civil service [ <a href="#">H</a> <a href="#">R</a> ] |

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**Announcements (A. Riggio)**

- Angela requested that catalogers/metadata creators aim at completing project by Jan. 31.
- Note that database has a problem with quotation marks used in title.
- Place of Publication: *United Nations vs China* (use China=country of origin)
- Problem with Authority File
- For transliteration of vernacular titles, code transliterated titles as “**title.other.**” and vernacular title (taken from poster) as **title.inscribed**