

The November 2008 PoCo meetings requested that a charge be drafted. At ALA MW in Denver, the PCC Steering Committee asked for some changes to draft 6 that are incorporated in draft 7:

**Name: Task Group on BIBCO Record Requirements**

**Charge:**

Define a set of required elements for bibliographic records for monographs using a single encoding level.

**Tasks:**

The Task Group will develop a model for bibliographic records using a single encoding level to replace the historic BIBCO Full and Core levels. The Task Group should use the current BIBCO Core record elements as a starting point. The requirements will focus on print monographs and can be used as a basis for models for other formats. The Task Group will share their model with PCC leadership for eventual discussion by the BIBCO Operations Committee (OpCo) in the spring of 2009.

**Reports:**

The TG will send an interim report and a list of proposed essential record elements for monographs for distribution to the PCC Steering Committee, PoCo, and concurrently to the Standing Committee on Standards (SCS) for initial comments. The report may include recommendations with regard to adoption and implementation.

Interim and final reports will appear on the PCC web pages.

**Approval:**

The PCC Steering Committee, PoCo, and SCS will send their comments on the interim report package to the TG by March 27, 2009. The TG will send their revised version to the PCC Secretariat so that it may be distributed to the BIBCO Operations Committees one month prior to the April 30-May 1, 2009 OpCo meetings as a discussion item on the OpCo agenda. The TG will incorporate comments from any sources into their final report, and will send it to the PCC Steering Committee and PoCo by June 12, 2009. The PCC Steering Committee will make a decision on adoption of a new standard at ALA Annual, July 9, 2009.

If a new model is adopted, PCC leadership may charge a different task group to manage implementation, including updates to BIBCO training materials.

**Time Frame:**

- January, 2009—The PCC Steering Committee will have appointed members to the Task Group.
- March 20, 2009—The TG will submit their interim report, MAP, and recommendations to the PCC Steering Committee, PoCo, and SCS.
- April 3, 2009—The PCC Secretariat will post the TG's initial report to the PCC web site and to appropriate discussion lists, with a notice to the BIBCO OpCo representatives that it will appear on the OpCo agenda.  
**Done: see link below**
- April 3-May 1--Comment period.
- April 30-May 1—The BIBCO Operations Committee will discuss the report and make recommendations to the TG.
- June 12, 2009—The TG will submit its final report to the PCC Steering Committee and PoCo.  
**Done: see link below**
- July 9, 2009—The PCC Steering Committee will confirm PoCo's decision at ALA Annual on the recommendations of the report.

Interim Report March 20, 2009: .

[http://www.loc.gov/catdir/pcc/bibco/TG\\_InterimRpt\\_BSR-MAP5\\_20Mar09.pdf](http://www.loc.gov/catdir/pcc/bibco/TG_InterimRpt_BSR-MAP5_20Mar09.pdf) [PDF; 149KB, 8 p.]

Final Report Aug. 10, 2009:

<http://www.loc.gov/catdir/pcc/bibco/BSR-Final-Report.pdf> [PDF; 49 KB, 5 p.]

**Task Group Membership:**

The PCC Steering Committee will ask the members of the BIBCO Training Materials Revision Task Group to carry out this charge, in view of their recent deep involvement in BIBCO instructional materials and their effective working style. PCC Chair-elect Magda El-Sherbini will serve both as a member of the group and their liaison to the PCC Steering Committee.

Phase One members include:

Magda El-Sherbini (Co-chair)

Iris Wolley (Co-Chair)

Rebecca Malek-Wiley

Caroline Miller

Louise Ratliff

Carolyn Sturtevant, BIBCO Coordinator, ex-officio

Phase Two, after the Interim Report was issued, these members were added:

Rebecca Lubas, SCA liaison

Joe Kiegel, SCS liaison

Bob Wolverton, SCT liaison