

CCM Module 34. Legal Serials

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Overview

For catalogers who lack familiarity with legal publications, the task of identifying whether a work should be cataloged as a monograph or serial may not prove as difficult as first identifying what the work *is* in terms of its legal characteristics. A policy statement such as LC-PCC PS for *RDA* 2.1 may tell us to catalog court reports as serials, but what are court reports? How can we distinguish session laws, which are supposed to be cataloged as serials, from codes, which are more often cataloged as monographs? And what about those loose-leaf publications that have all those separately numbered parts that are issued weekly--are they serials?

To assist the cataloger with these questions, the Legal Serials module has been structured differently from others in this manual. Rather than arrange the module by general serial characteristics such as designation, numbering, etc., Module 34 is designed to reflect a classification widely recognized within the discipline of law itself, in the text of *RDA*, and in the structure of the “K” law schedules within the Library of Congress Classification. That is, we first look at what are called primary materials, then at secondary sources.

This module is designed to introduce the cataloger to the most common types of legal publications that are cataloged as serials, and to discuss the peculiarities of some publication formats that are unique to law.

This module will discuss:

Descriptive and subject cataloging issues common to legal serials

Representative types of legal serials

Aspects of serials cataloging that are unique to legal publications

References:

Anglo-American Cataloging Rules. 2nd ed., 2002 revision. Chicago, Ill.: American Library Association, 2002.

Berring, Robert C. *Finding the Law*. 12th ed. St. Paul, Minn.: Thomson/West, c2005.

Black's Law Dictionary. 9th ed. St. Paul, MN: West, 2009.

Cohen, Morris L. *Legal research in a nutshell*. Eleventh edition. St. Paul, MN : West, 2013.

Hallam, Adele. *Cataloging Rules for the Description of Looseleaf Publications : with Special Emphasis on Legal Materials*. 2nd ed. Washington, DC : Library of Congress, 1989.

Jacobstein, J. Myron, Roy M. Mersky and Donald C. Dunn. *Fundamentals of Legal Research*. 7th ed. Westbury, N.Y.: Foundation Press, 1998.

Lembke, Melody Busse, and Rhonda K. Lawrence. *Cataloging Legal Literature: a Manual on AACR2 and Library of Congress Subject Headings for Legal Materials*. 3rd ed. American Association of Law Libraries publication series, no. 22. Littleton, Colo.: Fred B. Rothman, 1997.

Piper, Patricia L., and Cecilia Hing Ling Kwan. "Cataloging and Classification." In *Law Librarianship: a Handbook*, edited by Heinz Peter Mueller and Patrick E. Kehoe, vol. 1, 329-385. Littleton, Colo.: Fred B. Rothman, 1983.

RDA Toolkit (access.rdatoolkit.org)

Subject Headings Manual. 1st ed. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 2008. (<http://www.loc.gov/aba/publications/FreeSHM/freesmabout.html>) Also available through Cataloger's Desktop.

Technical Services Law Librarian: Newsletter of the Technical Services Special Interest Section and the Online Bibliographic Services Special Interest Section, American Association of Law Libraries. [Chicago]: Technical Services Special Interest Section, AALL, 1979- (available online at: <http://www.aallnet.org/sections/ts/TSSL>)

Definitions of terms used in this module

While several of the legal terms used in this module have been defined here for the cataloger's convenience, it may be necessary to refer to *Black's Law Dictionary*¹ or the glossaries in *Fundamentals of Legal Research*² or *Cataloging Legal Literature*³ for more detailed definitions. Terms defined elsewhere in this glossary are highlighted in bold type.

Accompanying material. According to AACR2, “material that is issued with and designed to be used with another work.” This could include items such as a teacher's manual, a pamphlet, a statutory supplement. **Supplements** are the most common type of accompanying material found in legal publications.

Act. *See statute.*

Administrative regulations. Rules or orders **promulgated** by a governmental agency under statutory authority to carry out the intent of the law. In the United States, regulations have the force of law. In other jurisdictions, such as Canada and Great Britain, they are known as **statutory instruments** which are considered to be laws because the regulations are returned to the parliaments for review and enactment. These distinctions affect the construction of authorized access points under RDA 6.29.1.4 and 6.29.1.7.

Advance sheet. A pamphlet or set of pages issued prior to (in advance of) the publication of a bound volume. Frequently encountered in **law reports**, where advance sheets publish the decisions of a court long before the cases are compiled into bound volumes.

Cases. Reported decisions of a court, usually first published in **law reports**.

Citation title. The title or name of an **act**, which generally appears in one of the first sections of the text. In United States federal law, the phrase “this act shall be known as ...” often precedes the citation title. In descriptive cataloging, it is used in establishing a preferred title for an act (RDA 6.19.2.5.2). Sometimes referred to as a short title.

Citations. Stylized legal references to documents such as court cases, statutes, or law review articles.⁴

Citator. A compilation of citations to court **cases** or **statutes** arranged systematically under the court decision or statute. The most widely used citators are *Shepard's Citations*.

¹ *Black's Law Dictionary*, 9th ed. (St. Paul, MN: West, 2009) (Hereafter cited as *Black's*.)

² J. Myron Jacobstein, Roy M. Mersky, and Donald J. Dunn, *Fundamentals of Legal Research*, 7th ed. (New York, N.Y.: Foundation Press, 1998), p. xvii-xliii.

³ Melody Busse Lembke and Rhonda K. Lawrence, *Cataloging Legal Literature*, 3rd ed. (Littleton, Colo.: Rothman, 1997), p. A-1--A-42 (Hereafter cited as *Cataloging Legal Literature*).

⁴ *Cataloging Legal Literature*, p. A-12.

Code. In American law a code is “a systematic collection or revision of laws, rules, or regulations <the *Uniform Commercial Code*>.” Similarly, in civil law countries as well as some U.S. states, the term refers to a comprehensive law covering a broad subject area, such as a Civil Code, Criminal Code, Commercial Code, etc. Cf. **Compiled statutes.**

Compiled statutes. A compilation of **statutes**, existing and in force in a given U.S. state, recompiled and systematically arranged by some principle.

The terms compilation, revised statutes, and code are sometimes used interchangeably, but the preface to *Minnesota Statutes, 1998* gives these definitions:

A compilation is a rearrangement by subject matter of current laws or statutes of general application without change in language or substance. It is prepared either by persons or commissions officially authorized by the legislature or by private publishers without any official authorization. A compilation is never enacted by the legislature as law. It is, therefore, not law but merely evidence of it. The original session laws remain the law, and in case of conflict between the compilation and the session laws, the session laws prevail. ...

A revision is something more than a compilation. It is, like a compilation, a rearrangement by subject matter of the current statutes of general application; but unlike a compilation, it almost always involves changes in the language of existing statutes so as to clarify ambiguities and reduce verbiage. It may also involve changes in substance, particularly for the purpose of eliminating conflicts in existing statutes. The scope of the revision can often be determined by reference to the statute or resolution which authorizes the revision and tells the revisors what they are to do.

The chief difference between a compilation and a revision is that a revision is always passed by the legislature as a separate law. When the revisors have completed their work, the revision is introduced in the legislature as a bill and is considered and passed in the same way as any other law. This means, theoretically at least, that the revision is the law, not merely evidence of it, and that in cases of conflict between the revision and the session laws, the revision governs. Often, however, legislatures do not give full effect to this principle. They frequently limit the effect of a revision by stating that its provisions are to be construed as continuations of the laws from which they were derived and not as new enactments. ...

A code is a systematic arrangement in statutory form of all existing statutory and common law. Codification changes the form and may change the substance of the law. New provisions may be added. Codes, such as the Code Napoleon, are prevalent in civil law countries. In the United States, modified forms of codification are found in specific fields where revisors or advisory commissions rewrite the law in the light of existing statutes, cases, and principles of law.⁵

Component parts. *RDA* defines component part as “A discrete unit of intellectual content within a larger resource.” Distinguished from **accompanying material** in that the parts are more integral to the whole. For example, a **loose-leaf service** may have, in addition to the main textual volumes, **transfer volumes**, an annotation service, and various **supplements**. The component parts may be referred to in notes and access points in the cataloging record. Although it may appear that they require separate cataloging

⁵ *Minnesota Statutes 1998*. (Saint Paul: Revisor of Statutes, State of Minnesota, 1998), 1:xi-xii.

because they bear a title and a numeric and/or chronological designation, they are not usually cataloged separately.

Court reports. *See* Law reports.

Court rules. Regulations governing practice and procedure in the various courts; rules governing the proceedings in a court. May be **promulgated** by a court or courts, or by a legislative body. In the United States, court rules that are promulgated by a legislature are laws.

Delegated legislation. *See* Administrative regulations; Statutory instruments.

Digest. A systematically arranged compilation, usually arranged by topic, containing summaries of court decisions, statutes, bills, etc. Most commonly serves as an index to cases reported in **law reports**.

Executive orders. “An order issued by or on behalf of the President, usu. intended to direct or instruct the actions of executive agencies or government officials, or to set policies for the executive branch to follow.”⁶ A chief executive may either be delegated the power to issue executive orders, or in some jurisdictions the chief executive may have the power to issue laws by decree.

Gazette. A government publication, sometimes referred to as an official journal, that publishes official notices, proclamations, regulations, etc. May also be the method by which new laws are published. In some jurisdictions a law is not official until published in its gazette.⁷

Jurisdiction. (1) “A court’s power to decide a case or issue a decree.” (Black’s); (2) “Authority of a sovereign power to govern or legislate; (3) the limits or territory within which any particular power may be exercised.”⁸ In cataloging, a place or territory that has a government.

Law. *See* Statute.

Law reports. Reported (published) decisions or opinions of a single court or of several courts collected and arranged by some principle, such as chronology, jurisdiction, subject. Also known as court reports.

Law review. A scholarly journal containing articles on legal topics and emanating from a law school, usually edited by students at the school.

Loose-leaf publication. An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted.

Loose-leaf service. A comprehensive loose-leaf publication that usually contains several component parts, such as loose-leaf volumes, **transfer binders**, annual bound volumes, bulletins, and current awareness newsletters, all of which may carry individual numeric or chronological designations, and are intended to be updated.

⁶ *Black’s*, s.v. “Executive order.”

⁷ *Cataloging Legal Literature*, p. A-32.

⁸ *Webster’s Third New International Dictionary of the English Language*, Unabridged, s.v. “Jurisdiction.”

Pocket part (or Pocket supplement). A **supplement** intended to be inserted in a slit in the back cover of a book. Often issued on a regular basis and cumulatively, so that the earlier is discarded when the next is received. When a pocket part becomes too thick to fit in the back of a book, it is often issued as a separate soft-bound supplement to the book.

Primary sources. Publications which contain the official statements of law enforced by a state and judicial decisions of governmental institutions. They are published as **session laws, codes, constitutions, executive orders** and decrees, **administrative regulations** and **law reports**.

Promulgate. To publish; to announce officially.⁹ To enact or issue laws or regulations.

Promulgating agency. Also referred to as a “regulatory agency.” An administrative body, other than a court or legislature, that by statute has been delegated the power to make and issue regulations.¹⁰

Regulations. *See* Administrative regulations.

Revised statutes. *See* Compiled statutes.

Secondary sources. Statements about the law which are used to interpret, explain, develop, locate or update primary authorities.¹¹ Examples of secondary sources include **law reviews, treatises, loose-leaf services, digests, citators**, etc.

Session laws. “A body of statutes enacted by a legislature during a particular annual or biennial session.”¹² A compilation of session laws is normally cumulated and bound at the end of an annual or biennial legislative session.

Short title. *See* Citation title.

Statute. “A law passed by a legislative body; specif., legislation enacted by any lawmaking body, including legislatures, administrative boards, and municipal courts.”¹³ Used interchangeably with “act.” May refer to an individual law, or to a body of laws, as in “**compiled statutes**”, or “revised statutes.”

Statutory instrument. An **administrative regulation** or order that is a law. Countries such as Great Britain and Canada, among others, issue statutory instruments. In Great Britain agencies must present proposed regulations to Parliament for approval. The orders or statutory instruments then become law.

Supplement. An item, usually issued separately, that complements one already published by bringing the original work up-to-date. In legal materials, the supplement often contains more recent case or statutory law. May also contain material not found in the original work, such as a statutory supplement volume that reprints sections of statutes not printed in the main work. *See also* Pocket part.

⁹ *Black's*, s.v. “Promulgate.”

¹⁰ LC-PCC PS for 6.29.1.7, definition of ‘promulgating agency.’

¹¹ Jacobstein, p. 2.

¹² *Black's*, s.v. “Session laws.”

¹³ *Black's*, s.v. “Statute.”

Transfer binder (or transfer volume). Separate storage binders into which material of a permanent nature is placed when it is removed from the main volumes of a loose-leaf service because it has been superseded.

Treatise. In legal literature, a comprehensive, scholarly monographic treatment of a legal topic. By extension, the term is sometimes applied to any monograph in a law library which is not a primary source and does not fall into another recognized category.

Treaty. An international agreement concluded between states or international organizations in written form and governed by international law. May be designated by various other terms such as agreement, concordat, convention, charter, declaration, exchange of notes memorandum of understanding, modus vivendi or protocol.

Updating loose-leaf. *See* Loose-leaf publication.

34.1. Issues involved in cataloging legal serials

34.1.1. Monograph, integrating resource, or serial treatment

As with any other kind of publication, a legal publication must meet the criteria identified in *LC-PCC PS* for *RDA* 2.1 in order to be considered a serial. Is the title issued in successive parts? Do the parts carry unique numeric or chronological designations? Is there no predetermined conclusion? Other modules in the *CONSER Cataloging Manual (CCM)* address these fundamental issues. Generally the process of determining whether a title meets the definition of a serial is a relatively simple one. A monthly bar association newsletter, with number and date designations clearly printed on the cover, easily meets the criteria. A scholarly journal issued by an American law school readily conveys its chronological designations.

Many primary source materials in law are serial publications. *LC-PCC PS* for *RDA* 2.1 specifically states that court (law) reports and session laws are cataloged as serials. They are issued in successive parts **and there is no information that the resource will be complete in a finite number of parts.**

34.1.2. Loose-leaf publications

There is a whole body of legal literature—loose-leaf publications—that does not fit the definition of what constitutes a serial or a monograph. In a field where the texts of the law are continually being interpreted, revised, and interpreted again, it is important to have the most current wording of the law and its related court decisions, regulations, etc. The loose-leaf format is particularly well-suited for legal publications because it is easy to update the contents of a text simply by removing, substituting, and adding pages with new information. In *RDA*, most of these publications fall into the category of *integrating resources*.

When cataloging an item issued in a binder, one must first determine whether it is cumulating or interfiling. Was it issued on pages with punched holes and placed in a binder to save on binding costs, or is it a successively-issued serial simply stored in binders, perhaps to be bound later, or is it a publication meant to be updated by integrating pages into the text with new or revised material? In the first instance, the rules for monographs apply; in the second, the rules for serials apply, and in the third instance the rules for integrating resources apply. An *updating loose-leaf* may consist of only one volume, which regularly receives a packet of pages (often called releases) to interfile with or to replace existing pages. More complex loose-leaf publications are *loose-leaf services*, which are multivolume works that, in addition to the main body of text, receive newsletters, bulletins, and special pamphlets, and require transfer binders for storing some of the superseded pages. The updates are received regularly and usually have numerical or chronological designations, as do serials.

Guidelines for the basis for identifying updating loose-leaves are found in *RDA* 2.1.2.4 as well as in LC-PCC PS for *RDA* 2.1 and more information will be provided concerning them in Module 35 of the *CONSER Cataloging Manual*.¹⁴ LC-PCC PS for *RDA* 2.1 enumerates special criteria for analyzing when a loose-leaf title could be considered a serial: “Catalog as a serial: a) Resource otherwise meeting definition of serial whose issues remain discrete even though they are to be stored in a binder (as successive sections in the binder or subdivided/filed into separate sections in the binder); b) Resource whose binders are issued successively even though the contents filed into each binder may be updated in integrating fashion until the next binder is issued.”

Most loose-leaf legal publications encountered by catalogers should be cataloged as integrating resources.

34.1.3. Preferred Title for the Work

Serials catalogers are familiar with the use of preferred titles for works as a means of differentiating between publications with identical titles (see *CCM* Module 5). Legal publications rely heavily on preferred titles that function more as form access points, to bring together different manifestations of works. For some types of publications, such as constitutions, LC-PCC PS for *RDA* 6.19.2 indicates “Generally, use the word ‘constitution’ (or its equivalent) as the preferred title for a constitution.” The general guidelines for determining the preferred title for the work are found in *RDA* 6.2.2. For others, such as compilations of laws and treaties, special guidelines apply (see *RDA* 6.19.2.5-6.19.2.8).

34.2 Common types of legal serials

Primary sources contain the official statements of law enforced by a state and judicial decisions of governmental institutions. They are published as session laws, codes, constitutions, executive orders and decrees, administrative regulations and court decisions. They may be published officially or commercially. Legal documents must cite from the official version, but the commercial version is often issued more quickly and may include annotations or other research aids. The following types of publications are primary sources.

34.2.1. Session laws

Many jurisdictions issue session laws, including the United States and each of its states. The laws enacted within a session are generally arranged chronologically by date of enactment.

¹⁴ For many years, prior to the *AACR2* 2002 revision, catalogers used Hallam’s standard work, *Cataloging Rules for the Description of Looseleaf Publications* (2nd ed. Library of Congress, 1989), which provided instructions for cataloging of loose-leaf publications as monographs. Hallam’s work also contains instructions on the treatment of loose-leaf services, which are not found in the *AACR2* revision, but are included in *LCRI* 1.0.

34.2.1.A. Authorized access point

For session laws governing a single jurisdiction, the authorized access point is constructed by combining the authorized access point for the jurisdiction governed with the preferred title of the laws. In almost all cases, jurisdiction governed is the jurisdiction that has issued the laws. (RDA 6.29.1.2)

In Fig. 34-1, note that the authorized access point begins with *United States*, the jurisdiction governed by the laws enacted by the U.S. Congress. These annual compilations of federal session laws--*United States Statutes at Large*--are arranged chronologically by the public law number. Before they appear in the *Statutes at Large*, individual statutes are first issued in the form of “slip laws,” so called because they were published on thin slips or sheets of paper.

110 1 United States, \$e enacting jurisdiction.
240 10 Laws, etc. (United States statutes at large)
245 10 United States statutes at large / \$c compiled, edited, and indexed by authority of Congress under the direction of the Secretary of State.
246 30 Statutes at large
264 1 Washington : \$b United States Government Printing Office, \$c 1937-300 volumes ; \$c 25-30 cm
310 Annual
362 1 Began with volume 50, part 1 (1937).
650 0 Session laws \$z United States.
655 7 Session laws. \$2 lcgft
780 00 United States. \$s Laws, etc. (Statutes at large of the United States of America). \$t Statutes at large of the United States of America ... \$w(OCoLC)3176465

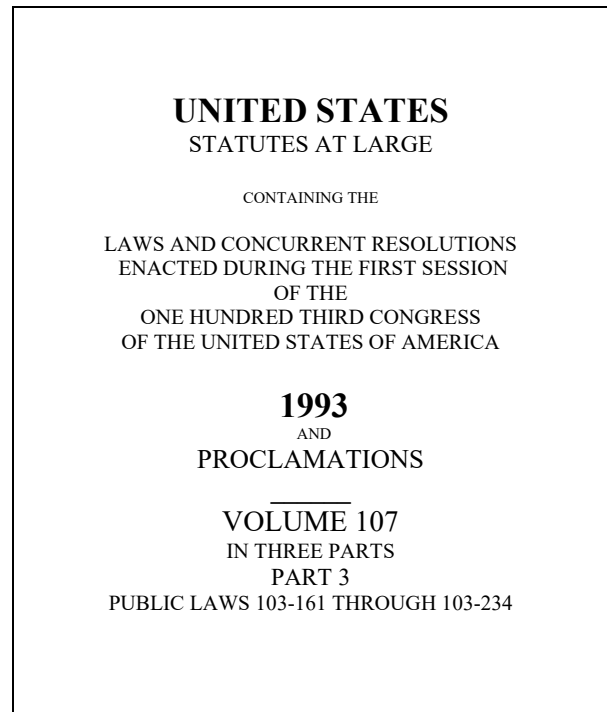


Fig. 34- 1

34.2.1.B. Laws, Etc.

The title “Laws, etc.” is used as the preferred title for session laws. “Laws, etc.” must always have a designation added in parentheses to identify the compilation. If the compilation consists of general laws from a jurisdiction *other* than a state of the United

States, generally add the title proper. Additional qualifiers may be used as necessary.
(LC-PCC PS for RDA 6.29.1.32)

110 1 Bahamas, \$e enacting jurisdiction.
240 10 Laws, etc. (Acts of the Commonwealth of the Bahamas)
245 10 Acts of the Commonwealth of the Bahamas for the year ...
264 1 Nassau : \$b Nassau Guardian, \$c [1976?]-
300 volumes ; \$c 25-28 cm
362 1 Began with 1975.
588 Description based on: 1980.
588 Latest issue consulted: 1980.
650 0 Session laws \$z Bahamas.
655 7 Session laws. \$2 lcgft

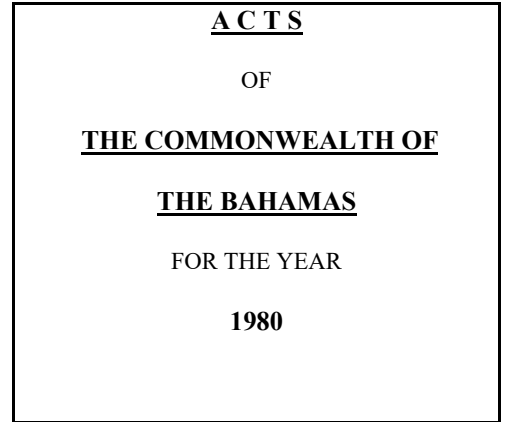


Fig. 34- 2

The authorized access point in the description below is qualified by the title proper.



Fig. 34- 3

110 1 Canada, \$e enacting jurisdiction.
240 10 Laws, etc. (Acts of the Parliament of Canada)
245 10 Acts of the Parliament of Canada.
246 11 Lois du Parlement du Canada \$f 1968/1969
246 18 Statutes of Canada
264 1 Ottawa : \$b Queen's Printer, \$c 1952-

300 volumes ; \$c 26 cm
 310 Annual, \$b 1984-
 321 Sessional, \$b 1951-1980/1983
 362 1 Began with fifth session of the twenty-first
 Parliament (1951).
 546 Text in English and French, 1968/1969- .
 580 French text issued separately 1951-1967/1968 under
 title: Lois du Parlement du Canada. This edition was
 absorbed with the volume for 1968/1969.
 588 Description based on: 5th session of the 21st
 Parliament (1951); title from title page.
 650 0 Session laws \$z Canada.
 655 7 Session laws. \$2 lcgft
 775 1 Canada. \$s Laws, etc. (Acts of the Parliament of
 Canada). French. \$t Lois du Parlement du Canada \$w (DLC)
 90649803 \$w (OCoLC)22689536
 780 00 Canada. \$s Laws, etc. (Acts of the Parliament of the
 Dominion of Canada). \$t Acts of the Parliament of the
 Dominion of Canada \$w (DLC) 90649800 \$w (OCoLC)6349676

34.2.1.C. Session laws of the States of the United States

34.2.1.C1. Description

Do not make separate descriptions for changes in titles of session laws of states of the United States. Record variant titles that are considered important for identification or access. (*LC-PCC PS* for RDA 6.29.1.32; *LC-PCC PS* for 2.3.2.13.2; RDA 2.3.6)

This exception to the principle of separate descriptions is based on the following phenomena:

- frequent fluctuations and changes of title;
- inconsistent publishing patterns by state legislatures that publish the public and private (or general and special) acts for some years as combined editions, for other years as separate editions, resulting in entries cyclically merging and dividing;
- the material is requested in the majority of cases by, and sometimes cited as, the term “session laws” rather than by its exact title page title.

While this “earliest entry” approach may make life easier for the cataloger, it carries certain complexities for the user. The following description for Ohio session laws illustrates earliest entry practice. The original--the earliest--title remains in the 245 field. Notice how many 246 title fields are needed.

110 1 Ohio.

240 10 Laws, etc. (Session laws : 1803-)
 245 10 Acts of the State of Ohio.
 246 3 Acts of a general nature passed by the General Assembly
 of the State of Ohio
 246 3 Acts passed at the session of the General Assembly of
 the State of Ohio
 246 3 General and local acts passed and joint resolutions
 adopted by the General Assembly
 246 3 General and local laws and joint resolutions passed by
 the General Assembly
 246 3 Legislative acts, excepting appropriation acts, passed
 and joint resolutions adopted by the General Assembly
 of Ohio
 246 3 Legislative acts, including appropriation acts passed
 and joint resolutions adopted by the ... General
 Assembly of Ohio at its regular session ...
 246 3 Legislative acts passed and joint resolutions adopted
 by the General Assembly
 246 3 Legislative acts passed, excepting appropriation acts,
 and joint resolutions adopted by the General Assembly
 of Ohio
 246 18 Laws of Ohio \$f 1803-1818, 1906-<1986>
 246 18 Ohio laws \$f 1856-1904

34.2.1.C2. Authorized access point

When creating authorized access points for session laws of the states of the United States, add to 'Laws, etc.' the phrase 'Session laws' followed by the dates covered. Generally, the dates covered are the dates of enactment of the session laws. Enclose the qualifiers within a single set of parentheses and separate each qualifier with a space-colon-space. If the set is still ongoing, use an open date. (*LC-PCC PS* for 6.29.1.32)

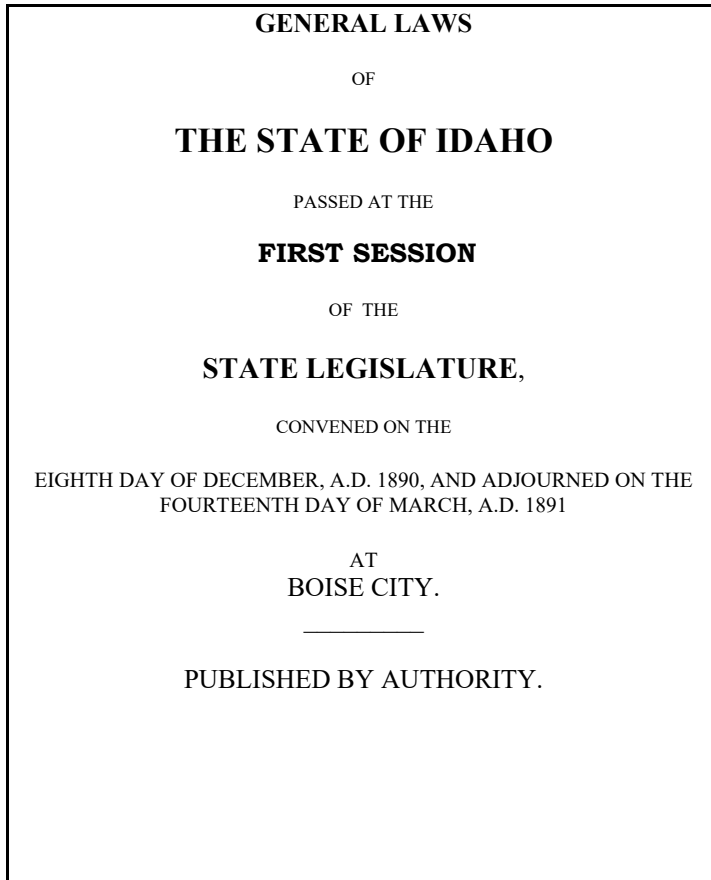


Fig. 34- 4

110 1 Idaho, §e enacting jurisdiction.
240 10 Laws, etc. (Session laws : 1890-)
245 10 General laws of the state of Idaho ...
246 3 General and special laws of the state of Idaho ...
246 17 Idaho session laws \$f <1986- >
246 18 Session laws, Idaho \$f <1986- >
310 Annual
362 1 Began with first session (convened on the 8th day of
December, A.D. 1890 and adjourned on the 14th day of March,
A.D. 1891).
500 Issues for 1971-<1981> called: General and special
laws of the state of Idaho.
650 0 Session laws \$z Idaho.
655 7 Session laws. \$2 lcgft

34.2.1.D. Subject Cataloging

The Library of Congress assigns the form subject heading “Session laws” to general compilations of session laws. Previously, the Library of Congress had assigned the subject heading “Law” to both general codes and session laws. The subject heading “Session laws” is *not* further subdivided by “Periodicals.” The genre term from the Library of Congress Genre/Form Terms is “Session laws.”

34.2.2. Codes, Revised Statutes, and Compiled Statutes

The following guidelines apply to various forms of compilation of the laws in force in a jurisdiction as described in the glossary under “Compiled statutes.”

For many years the Library of Congress cataloged codes exclusively as monographs. New descriptions were created every time new codes were issued—even codes issued annually or biennially. Now according to *LC-PCC PS* for *RDA* 2.1, if a resource is published in editions with frequency of annual or biennial and carries a designation that could be used as numbering, it is cataloged as a serial.

34.2.2.A. Codes of States of the United States

34.2.2.A1. Authorized access point

For laws governing one jurisdiction, construct the authorized access point for the work by combining the authorized access point for the jurisdiction governed by the laws with the preferred title for the law or laws. (*RDA* 6.29.1.2)

34.2.2.A2. Laws, etc.

Record “Laws, etc.” as the preferred title for a compilation of codified legislation from a state of the United States. Add the phrase “Compiled statutes” followed by the date of codification, reenactment, revision, etc. (Fig. 34-6). If a collection does not have a date of enactment, use the date (year) of currency of content of the earliest volume in the form of an open date (Fig. 34.5). Enclose the qualifiers within a single set of parentheses and separate each qualifier with a space-colon-space. (*RDA* 9.19.2.5.1, 6.29.1.1.1, *LC-PCC PS* for 6.29.1.32) Make an author-title reference using the title proper of the compilation.

```
110 1 Arizona. $t Laws, etc. (Compiled statutes : 1955)
410 1 Arizona. $t Arizona revised statutes
```

In the Minnesota example (Fig. 34-5), the authorized access point for the compilation is constructed by combining the authorized access point for the jurisdiction with the title “Laws, etc.” qualified by “Compiled statutes” followed by the earliest date of currency.

110 1 Minnesota, \$e enacting jurisdiction.
 240 10 Laws, etc. (Compiled statutes : 1941-)
 245 10 Minnesota statutes.
 264 1 [Saint Paul?] : \$b State of Minnesota, \$c 1942-
 300 volumes ; \$c 26 cm
 310 Biennial, \$b 1967-
 321 Quadrennial, \$b 1941-1965
 362 1 Began with 1941.
 500 "Embraces laws of a general and permanent nature in force at the close of the sessions of the Legislature."
 588 Description based on: 1941; title from title page.

650 0 Law \$z Minnesota.
 655 7 Statutes and codes. \$2 lcgft

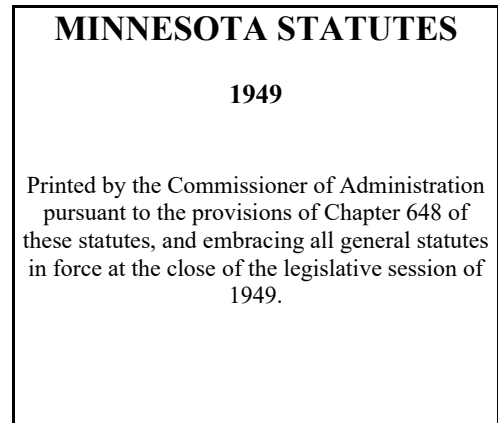


Fig. 34- 5

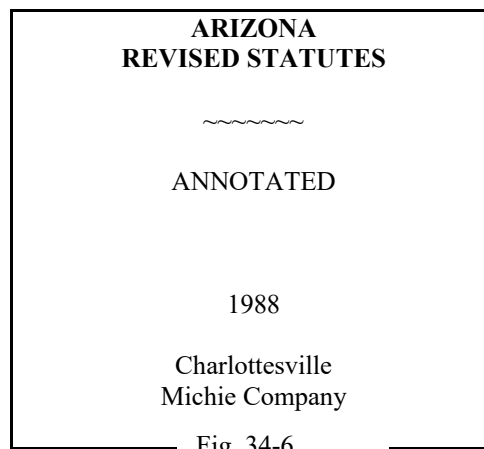
34.2.2.A3. Legislative Services As Component Parts

Component parts are separately issued parts or pieces of a work that together form the work as a whole. A common component part of a code or revised statutes is a loose-leaf service, often called a legislative service or an annotation service. A cataloger can describe these legislative services in a note on the description for the main work, or may choose to describe them separately.

Notice the supplementation note (field 525) in the description for the Arizona revised statutes (Fig. 34-6). Most codes issued by private publishers are kept up to date between editions by a variety of separately issued parts, including pamphlets, pocket parts, and annotation services. An authorized access point for a component part is given if no separate description is made for the part and it is of a type that is not normally associated with the comprehensive description or if the component part has numbering separate from that of the compilation. If there are four or more component parts mentioned, generally do not give access points for any of them. Authorized access points are not given for pocket supplements, separately issued supplements, replacement volumes, indexes, etc. (*LC-PCC PS* for *RDA 25.1.1.3*)

Component part as an access point:

110 1 Arizona, \$e enacting jurisdiction.
240 10 Laws, etc. (Compiled statutes : 1955)
245 10 Arizona revised statutes.
264 1 Charlottesville : \$b Michie Company, \$c [1988]-
310 Annual
362 1 Began with 1988.
500 "The updated annual edition of the Code will be published shortly after the end of each legislative session."--cf. Preface, volume 1, 1988 edition.
525 Kept up to date by pamphlet supplements and Arizona annotation service.
588 Description based on: 1988; title from title page.
588 Latest issue consulted: 1988.
650 0 Law \$z Arizona.
655 7 Statutes and codes. \$2 lcgft
710 2 Michie Company.
730 02 Arizona annotation service.



Construct the authorized access point for the component part in the same form as you would if the part were described separately. If the authorized access point for the component part is not the same as the title proper of the part, a variant access point may also be made for the title proper of the part.

If the cataloger decides to create a separate description for the component part, then a note rather than an authorized access point for the part is given on the record for the comprehensive work.

In the description for the component part, make a note showing the relationship to the comprehensive entry and give an authorized access point for the compilation. Notice the 710 field in the example below relating the component part to the description for Arizona revised statutes. (*LC-PCC PS* for *RDA 25.1.1.3*).¹⁵

¹⁵ When the component part has been separately cataloged, reciprocal linking entries may also be made. Instead of using separate note fields on the two records, relationship designator phrases from *RDA* Appendix J may be used in the linking fields: e.g.
772 08 \$i Supplement to (work): \$a Arizona. \$s Laws, etc. (Compiled statutes : 1955). \$t Arizona revised statutes \$x 1043-6200 \$w (DLC) 89642344 \$w (OCoLC)19089066

Component part described separately:

245 00 Arizona annotation service.
264 1 Charlottesville, Virginia : \$b Michie Company, \$c [1992]-
300 volumes ; \$c 26 cm
362 1 Began with number 1 (1992).
580 Supplement to: Arizona revised statutes.
650 0 Annotations and citations (Law) \$z Arizona.
655 7 Citators. \$2 lcgft
710 2 Michie Company.
710 1 \$i Supplement to (work): \$a Arizona. \$t Laws, etc. (Compiled
statutes : 1955)

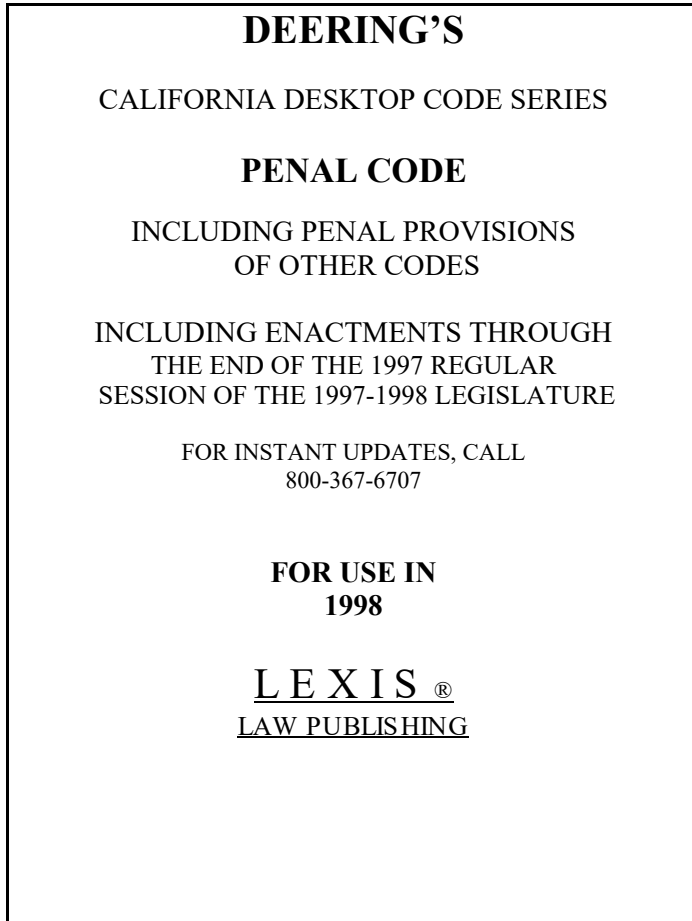
34.2.2.A4. Subject Cataloging

For general compilations of laws or codes, the only subject heading usually assigned is “Law,” subdivided by the geographic heading for the jurisdiction governed. For more information on subject headings for legislation see *Subject Headings Manual* H1715. The genre term from the Library of Congress Genre/Form Terms is “Statutes and codes.”

34.2.2.B. Subject Compilations of Laws

34.2.2.B1. Authorized access point

Fig. 34- 7



In addition to general compilations of session laws or codes, publishers also issue subject compilations of laws, or they may issue subject codes, particularly in jurisdictions such as California, Texas and Louisiana, which do not have a single enacted code. The first choice for a preferred title for these subject compilations is the citation title. “If a compilation of laws on a particular subject has a citation title, record that as the preferred title.” (*RDA* 6.19.2.5.1)

The complete short title or citation title is given, even when the title includes the name of the jurisdiction.

On page 3 of the work illustrated in Fig. 34-7, the very first section reads:

“§1. Title and divisions of act. This Act shall be known as THE PENAL CODE OF CALIFORNIA, and is divided into four parts...”

110 1 California, §e

enacting jurisdiction.

240 10 Penal Code of California

245 10 Penal Code : \$b including penal provisions of other codes : including enactments through the end of the ... regular session of the legislature.

264 1 San Francisco : \$b Bancroft-Whitney, \$c [1994]-

264 31 \$3 <1998-> : \$a [United States] : \$b LEXIS Law Publishing

300 volumes ; \$c 25 cm.

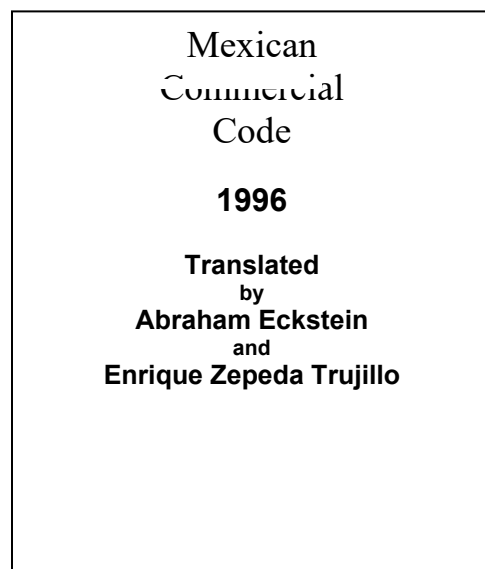
310 Annual

362 1 Began in 1995.

490 1 \$3 1995: \$a Deering's California practice code series
 490 1 \$3 1996- : \$a Deering's California desktop code series
 525 Kept up to date by pocket supplements.
 588 Description based on: 1995; title from title page.
 588 Latest issue consulted: 1998.
 650 0 Criminal law \$z California.
 650 0 Criminal procedure \$z California.
 655 7 Statutes and codes. \$2 lcgft
 710 2 Bancroft-Whitney Company.
 710 2 LEXIS Law Publishing.
 780 00 California. \$s Penal Code of California. \$t Deering's Penal Code \$w (DLC) 86657531 \$w (OCoLC)14277536
 830 0 Deering's California practice code series.
 830 0 Deering's California desktop code series.

Fig. 34-8

110 1 Mexico, \$e enacting jurisdiction.
 245 10 Mexican commercial code.
 264 1 [Saint Paul, Minnesota] : \$b West Publishing Company, \$c [1996]-
 300 volumes ; \$c 25 cm
 310 Annual
 362 1 Began with 1996.
 500 Translated by: Abraham Eckstein and Enrique Zepeda Trujillo.
 546 Includes Spanish text with English translation on opposing page.
 588 Description based on: 1996; title from title page.
 588 Latest issue consulted: 1998.
 650 0 Commercial law \$z Mexico.
 655 7 Statutes and codes. \$2 lcgft
 710 12 Mexico. \$t Código de comercio (1889)
 710 12 Mexico. \$t Código de comercio (1889). \$1 English.
 780 01 Distrito Federal (Mexico). \$s Código civil (1928). English & Spanish. \$t Mexican civil and commercial codes \$w (DLC) 97655758 \$w (OCoLC) 33394048.¹⁶

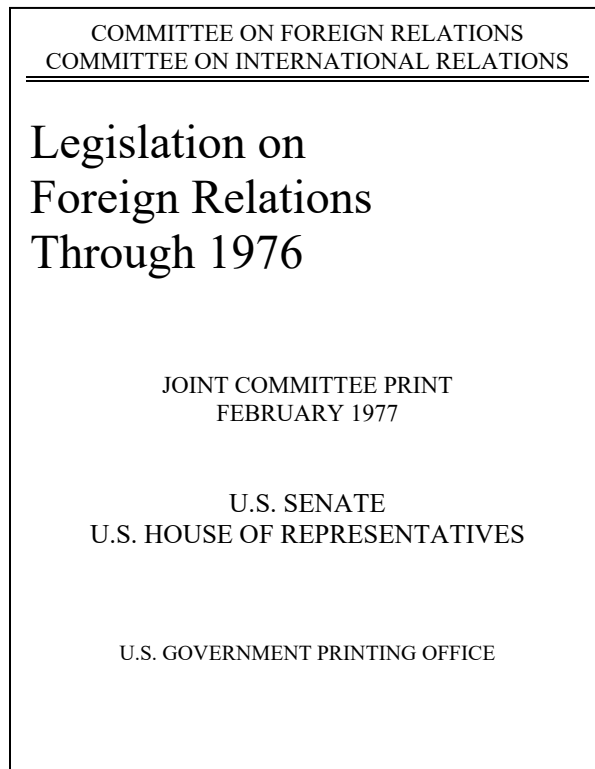


¹⁶ This linking entry matches the form used in the non-RDA record to which it links. Only one language of expression would be allowed if the link were formulated according to RDA instructions.

A subject compilation which is not a code may have no citation title and so the title proper becomes the preferred title, as in the next example.

Fig. 34-9

110 1 United States, \$e
enacting jurisdiction.
245 10 Legislation on foreign
relations through ... / \$c
Committee on Foreign Relations,
Committee on International
Relations.
264 1 Washington : \$b U.S.
Government Printing Office, \$c
1977-
300 volumes ; \$c 24 cm
310 Annual
362 1 Began in 1976.
588 Description based on:
1976.
588 Latest issue consulted:
1976.
651 0 United States \$x Foreign
relations \$x Law and
legislation.
655 7 Statutes and codes. \$2
lcgft



34.2.2.B2. Subject Cataloging

See discussion on subject headings for legislation in SHM H1715. The genre term for these compilations is also “Statutes and codes.”

34.2.3. Administrative Regulations and Decisions**34.2.3.A. Administrative Regulations, Etc., Promulgated by Government Agencies, Etc. That Are Not Laws (Delegated Legislation)**

34.2.3.A1. Authorized access point

The first question that arises in cataloging administrative regulations is whether the regulations are laws in the jurisdiction that issued the regulations. In the United States, the states of the United States, and many other countries, the regulations themselves are not laws. Instead, government agencies have been granted authority by one or more laws to promulgate and to issue regulations. Therefore, according to *RDA* 6.29.1.7, the authorized access point representing the work is constructed by combining the authorized access point representing the promulgating agency--not the jurisdiction—with the preferred title for the regulation or regulations.

110 1 Illinois. \$b Environmental Protection Agency, \$e author.
245 10 Title 35, environmental protection. \$n Subtitle C, \$p
Water pollution, \$n Chapter I, \$p Pollution Control Board.
246 1 Environmental protection
246 1 Water pollution
246 1 Rules and regulations
264 1 Springfield, Illinois : \$b Illinois Environmental
Protection Agency, \$c 1982-
300 volumes ; \$c 28 cm
362 1 Began August 1, 1982.
588 Description based on: August 1, 1982; title from title
page.
588 Latest issue consulted: August 1, 1982.
650 0 Water \$x Pollution \$x Law and legislation \$z Illinois.
655 7 Administrative regulations. \$2 lcgft

34.2.3.A2. Compilations of Administrative Regulations That Are Not Laws

For compilations of regulations, etc., promulgated by two or more government agencies that are not laws, construct the authorized access point representing the work by using the preferred title of the compilation (*RDA* 6.29.1.9, 6.27.1.4).

One of the best known compilations of administrative regulations is the *Federal Register*. Because these regulations are promulgated by many different federal agencies, there is no single agency responsible. Therefore the authorized access point for this work is the preferred title alone.

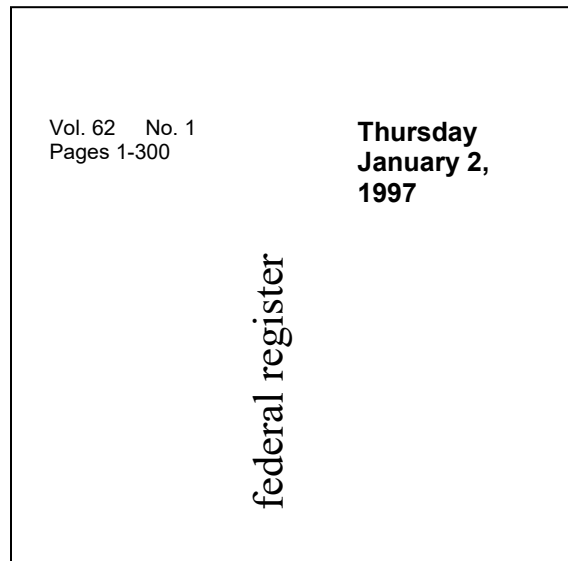


Fig 34- 10

245 00 Federal register.
 264 1 Washington, D.C. : \$b [Office of the Federal Register,
 National Archives and Records Service, General Services
 Administration]
 264 2 \$b Superintendent of Documents, United States Government
 Printing Office, distributor
 300 volumes ; \$c 28 cm
 310 Daily (except Saturday, Sunday, and official Federal holidays)
 362 1 Began with vol. 1, no. 1 (March 14, 1936).
 525 Some issues have additional parts on special subjects.
 550 Volumes 1-15, no. 39 issued by the National Archives; -Mar.
 29, 1985 by the Office of the Federal Register, National
 Archives and Records Service, General Services Administration;
 Apr. 1, 1985- by the Office of the Federal Register, National
 Archives and Records Administration.
 588 Description based on: Vol. 49, no. 64 (April 2, 1979); title
 from cover.
 588 Latest issue consulted: Vol. 62, no. 1 (January 2, 1997).
 650 0 Delegated legislation \$z United States \$v Periodicals.
 655 7 Administrative regulations. \$2 lcgft
 710 1 United States. \$b Office of the Federal Register, \$e issuing
 body.
 710 2 National Archives (U.S.), \$e issuing body.

Compilations of regulations can also be issued by U.S. state regulatory agencies. In Fig. 34-11, we see the title page representation of the serial which contains regulations issued by various California state agencies. Therefore, the authorized access point for this work is the preferred title.

Fig. 34- 11

PETE WILSON, GOVERNOR		OFFICE OF ADMINISTRATIVE LAW	
California Regulatory Notice Register			
REGISTER 95, NO 36-Z		PUBLISHED WEEKLY BY THE OFFICE OF ADMINISTRATIVE LAW	
		SEPTEMBER 8, 1995	
PROPOSED ACTION ON REGULATIONS			
TITLE 1.		FAIR POLITICAL PRACTICES COMMISSION	
		<i>Page</i>	
<i>Conflict of Interest Code—Notice File No. Z95-0824-01</i>		1433	
TITLE 2.		FAIR POLITICAL PRACTICES COMMISSION	
<i>Conflict of Interest Code—Notice File No. Z95-0829-02</i>		1433	
TITLE 3.		DEPARTMENT OF FOOD AND AGRICULTURE	
<i>Meeting Competition of Dairy Products in Price/Conditions—Notice File No. Z95-0828-02</i>		1434	

245 00 California regulatory notice register.
 246 1 Regulatory notice register
 246 1 Z register
 264 1 Sacramento, CA : \$b Office of Administrative Law, \$c 1988-
 300 volumes ; \$c 28 cm
 310 Weekly
 362 1 Began with Register 88, no. 1-Z (1-1-88).
 580 A weekly publication which supplements the California code of
 regulations by reporting all proposed regulatory changes within state
 agencies.
 588 Description based on: Register 88, no. 1-Z (1-1-88); title from
 cover.
 588 Latest issue consulted: Register 95, no. 36-Z (September 8,
 1995).
 650 0 Delegated legislation \$z California \$v Periodicals.
 655 7 Administrative regulations. \$2 lcgft
 710 1 California. \$b Office of Administrative Law.
 730 0 California code of regulations.
 780 00 \$t California administrative notice register \$w (DLC) 88644929
 \$w (OCoLC)16661087

34.2.3.B. Administrative Regulations, Etc., That Are Laws

34.2.3.B1. Authorized access point

In some jurisdictions, such as Great Britain and Canada, administrative regulations are treated as laws. (*RDA* 6.29.1.4) For administrative regulations and similar legislation from such jurisdictions, construct the authorized access point by following the general instructions for laws. (*RDA* 6.29.1.2, and 6.29.1.3)

110 1 Great Britain, \$e enacting jurisdiction.
240 10 Laws, etc. (Statutory instruments)
245 10 Statutory instruments.
264 1 London : \$b Her Majesty Stationery's Office, \$c 1953-
300 volumes ; \$c 24-31 cm
362 1 Began with 1952.
500 Individual instruments published in slip form at time of
issuance.
588 Description based on: 1952; title from title page.
588 Latest issue consulted: 1952.
650 0 Delegated legislation \$z Great Britain \$v Periodicals.
650 0 Law \$z Great Britain \$v Periodicals.
655 7 Administrative regulations. \$2 lcgft

STATUTORY INSTRUMENTS

1952

Part I

CONTAINING

PREFACE

NUMERICAL AND ISSUE LIST

**The headings AGRICULTURE to LEGAL AID
AND ADVICE, SCOTLAND**

INDEX TO PARTS I, II and III

Published by Authority

LONDON: HER MAJESTY'S STATIONERY OFFICE
1953

Fig. 34-12



34.2.3.C. Administrative Codes

Administrative codes are comprehensive compilations of administrative regulations arranged by subject. Generally, administrative codes do not meet the criteria for serials, and it is unusual to find serial records for them. The *Washington Administrative Code* is issued frequently enough to be considered a serial, however. As in the case of periodic compilations of regulations such as the *Federal Register*, administrative codes from U.S. jurisdictions have their authorized access points under preferred title, since the regulations emanate from various government agencies. (*RDA* 6.29.1.9 and 6.29.1.4)

```
245 00 Washington administrative code.
246 1 WAC $f <1995->
264 1 [Olympia, Washington] : $b Statute Law Committee, $c [1978?]-
300 volumes ; $c 30 cm
310 Irregular
362 1 Began with 1977.
525 Annual cumulative supplements are issued between each new
edition.
580 Additional information about the rules and rule-making
activities of Washington State agencies is contained in the
related publication: Washington State register.
588 Description based on: 1977; title from title page.
588 Latest issue consulted: 1995.
650 0 Delegated legislation $z Washington (State)
655 7 Administrative regulations. $2 lcgft
710 1 Washington (State). $b Statute Law Committee.
787 1 $t Washington State register $x 0164-6389 $w (DLC) 92658560
$w (OCoLC)4412911
```

34.2.3.D. Subject Cataloging

Assign the subject heading “Delegated legislation–[place]” to all general compilations of administrative regulations. This heading is used regardless of whether the regulations are issued in frequently published registers or in administrative codes.

The heading “Administrative law” is a topical, *not* a form heading, and should only be assigned to works about administrative law, not to compilations of regulations or statutory instruments.

The genre term from the Library of Congress Genre/Form Terms is “Administrative regulations.”

34.2.3.E. Administrative Decisions

RDA 6.29.1.7-6.29.1.9 apply to more than just regulations. Among the other publications included in the scope of these instructions are advisory opinions and decisions. These decisions are “statements adjudicating controversies that arise from the violation or interpretation of statutes and administrative regulations or rules. Such a function is performed by special boards of review, administrative law judges, hearing examiners, and other officers through administrative decisions.” (*LC-PCC PS* for 6.29.1.7)

34.2.3.E1. Authorized Access Point

Administrative Decisions under Immigration & Nationality Laws is a compilation of administrative regulations promulgated by two federal agencies. Therefore, the authorized access point for this compilation is under preferred title (*RDA* 6.29.1.9, 6.27.1.4).

245 00 Administrative decisions under immigration & nationality laws / \$c Department of Justice ; [decisions of] the Attorney General, Commissioner of Immigration and Naturalization, [and] Board of Immigration Appeals.

246 1 Administrative decisions under immigration and nationality laws of the United States

264 1 Washington : \$b United States Government Printing Office, \$c 1947-

300 volumes ; \$c 24 cm

362 1 Began with: Volume 1 (August 1940 through December 1943).

550 Most decisions issued by the Board of Immigration Appeals.

580 Cumulates loose-leaf service: United States. Board of Immigration Appeals. Interim decision.

580 Decisions not appearing in current bound volume are listed in: Listing of precedent decisions that have not been published in bound volumes as of ...

588 Description based on: Volume 1 (August 1940 through December 1943); title from title page.

588 Latest issue consulted: Volume 1 (August 1940 through December 1943).

650 0 Emigration and immigration law \$z United States \$v Cases.

650 0 Aliens \$z United States \$v Cases.

655 7 Administrative decisions. \$2 lcgft

710 1 United States. \$b Immigration and Naturalization Service, \$e author.

710 1 United States. \$b Board of Immigration Appeals, \$e author.

710 1 United States. \$b Department of Justice.

787 1 United States. Board of Immigration Appeals. \$t Interim decision \$w (DLC)sc 77000645 \$w (OCoLC)2652285

787 1 \$t Listing of precedent decisions that have not been published in bound volumes as of ... \$w (DLC) 90644827 \$w (OCoLC) 9911939

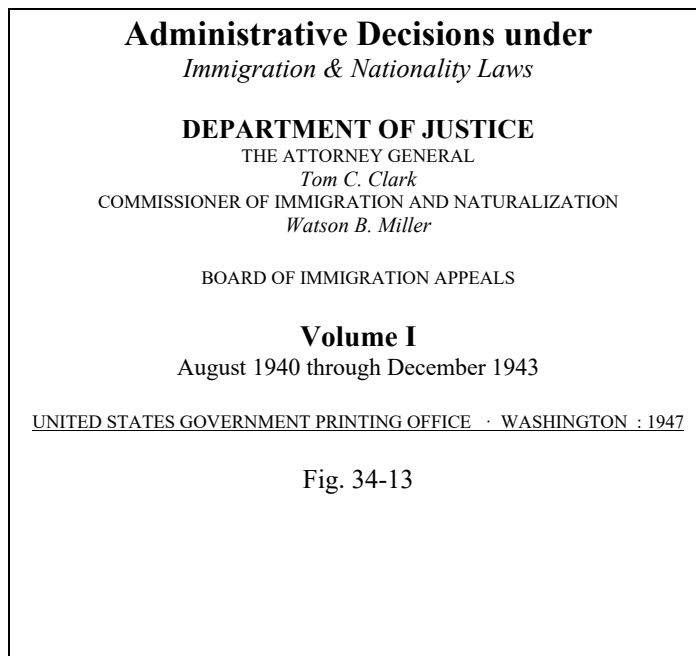


Fig. 34-13

The *FCC Record* is a compilation of cases, dockets, rules, reports, memorandum opinions and orders of the Federal Communications Commission. The authorized access point for the compilation should be constructed using the authorized access point for the issuing agency, which in this case is the FCC, and the preferred title.

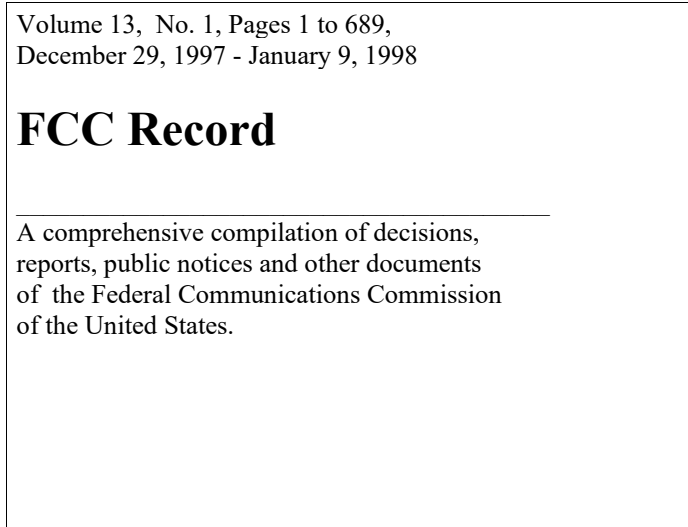


Fig. 34-14

110 1 United States. \$b Federal Communications Commission, \$e
author.
245 10 FCC record : \$b a comprehensive compilation of decisions,
reports, public notices, and other documents of the Federal
Communications Commission of the United States.
246 1 Federal Communications Commission record
264 1 [Washington, District of Columbia] : \$b Federal Communications
Commission, \$c 1986-
300 volumes ; \$c 28 cm
310 Biweekly
362 1 Began with: Volume 1, no. 1 (October 1/October 10, 1986).
588 Description based on: Volume 1, no. 1 (October 1/October 10,
1986); title from cover.
588 Latest issue consulted: Volume 13, no. 1 (December 29,
1997/January 9, 1998).
650 0 Telecommunication \$x Law and legislation \$z United States \$v
Cases.
650 0 Telecommunication \$x Law and legislation \$z United States \$v
Periodicals.
655 7 Administrative decisions. \$2 lcgft

34.2.3.E2. Subject Cataloging

Assign the free-floating subdivision “Cases” to legal subject headings that describe topical compilations containing the full text of court decisions or administrative decisions. It may be assigned to those legal headings controlled by the pattern heading for legal topics, “Labor laws and legislation.” The Library of Congress does *not* further subdivide “Cases” by the form subdivision “Periodicals.” (*SHM* H1154.5, H1927)

Do *not* assign as a subject heading the authorized access point or points for the names of courts or administrative agencies which issue the decisions.

The genre term from the Library of Congress Genre/Form Terms for administrative decisions and opinions is “Administrative decisions.”

34.2.3.F. Executive Orders

34.2.3.F1. Authorized Access Point

In the United States, executive orders have the force of law, but they are not laws. Authorized access points for executive orders that are not laws are governed by *RDA*’s instructions on official communications (*RDA* 6.31.1.1-6.31.1.5). A single executive order or a compilation of executive orders by the same office holder forms its access point by combining the access point for the official and the preferred title for the work (*RDA* 6.31.1.2). In many if not most cases, the cataloger will have a compilation of official communications by more than one holder of an office. The authorized access point for such a compilation will consist of the authorized access point for the office and the preferred title for the work (*RDA* 6.31.1.4).¹⁷

In jurisdictions where the decrees of the chief executive have the force of law, the authorized access point is determined by *RDA* 6.29.1.1.2, 6.29.1.2-6.29.1.6.

The catalog record for Fig. 34-15 describes a selective compilation of U.S. presidential proclamations and executive orders, arranged by subject.

¹⁷ This is a change from *AACR2*, where compilations of official communications and other works by more than one office holder received an authorized access point under the title proper. An additional access point was made for the office held (*AACR* 21.4D3, 21.7).

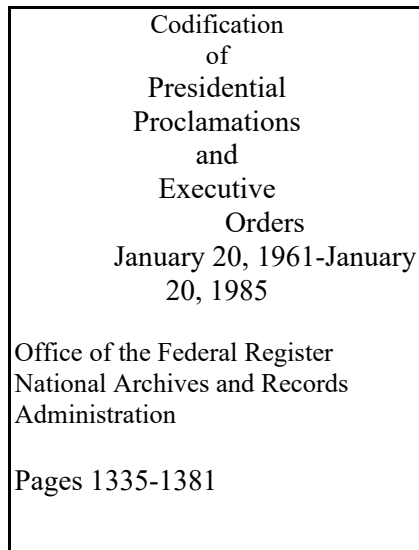


Fig. 34-15

110 1 United States. \$b President, \$e author.
245 10 Codification of Presidential proclamations and executive orders.
246 1 Presidential proclamations and executive orders
264 1 Washington, D.C. : \$b Office of the Federal Register, National
Archives and Records Administration
300 volumes ; \$c 24 cm
362 1 Began with 1961/77.
362 0 -April 13, 1945/January 20, 1989.
588 Description based on: January 20, 1961/January 20, 1985; title
from title page.
588 Latest issue consulted: April 13, 1945/January 20, 1989.
650 0 United States \$x Politics and government \$v Periodicals.
655 7 Proclamations. \$2 lcgft
655 7 Executive orders. \$2 lcgft
710 1 United States. \$b Office of the Federal Register, \$e issuing
body.

34.2.3.F2 Subject Cataloging

There is no generally applicable subject heading for executive orders or for a compilation such as the *Codification of Presidential proclamations and executive orders*. A work consisting primarily of one or more executive orders should be assigned the genre/form term "Executive orders." There is also a genre/form term "Proclamations."

34.2.4. Court Rules

Court rules govern the practice and proceedings in a court. The rules may be promulgated by a single court, several courts, or by a legislative body. Depending on the jurisdiction, the court rules may be officially regarded as laws or as administrative

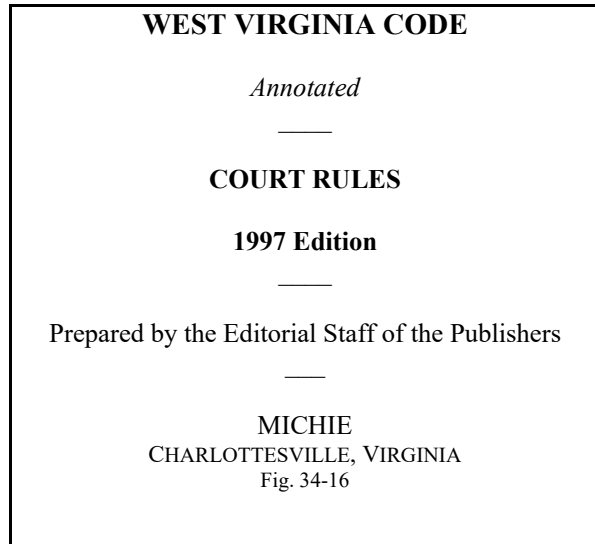
regulations. Information may be available in the preface, or additional research may be required to make this distinction. The Supreme Court of the United States, under the authority of Congress, promulgates civil and criminal procedural rules for federal courts. In some states of the United States, the state legislature promulgates the court rules. Court rules enacted by a legislature are considered to be laws.

Most court rules are issued annually, regardless of whether they are published as an independent title, or as a volume in a code set. LC/PCC practice is not to make a separate record for court rules, if they are published as a component part of another legal work. (LC-PCC PS for 25.1.1.3) An example would be court rules of a U.S. state that are published as a component of the state's code.

34.2.4.A. Treatment as Component Part

In the monograph record for the *West Virginia Code Annotated* illustrated in Fig. 34-16, notice the first 500 note field. According to the preface in the 1997 edition, the court rules will be replaced annually. Because the court rules volume is published as part of the West Virginia code set, a separate serial record is not usually made. Instead, LC/PCC practice is to make a note about the court rules volume in the record for the comprehensive entry. No added access point is made for this component part, nor for the other component parts listed in the 525 note field.

110 1 West Virginia, \$e
enacting jurisdiction.
240 10 Laws, etc. (Compiled
statutes)
245 10 West Virginia code,
annotated / \$c prepared
by the editorial staff
of the publishers.
264 1 Charlottesville,
Virginia : \$b Michie
300 volumes ; \$c 27 cm
500 Includes unnumbered
Court rules volume.



525 Kept up to date by pocket parts, replacement volumes,
supplementary pamphlets, advance code service, and advance
annotation service.
588 Description based on: 1997 edition; title from title page.
650 0 Law \$z West Virginia.
655 7 Statutes and codes. \$2 lcgft

34.2.4.B. Treatment as Serial

34.2.4.B1. Single Court

The authorized access point for court rules governing a single court is constructed by combining the authorized access point for that court with the preferred title of the rules, regardless of whether the court rules are considered laws or administrative regulations (*RDA* 6.29.1.10). If the rules are regarded as laws, an additional access point should be made for the jurisdiction that has enacted them. In the example below, the court rules were not published as an integral part of a state code, so a separate serial record was created for this biennially issued work. (*LC-PCC PS* for 25.1.1.3)

```
110 1  Wisconsin. $b Supreme Court,  
    $e court governed.  
245 10 Wisconsin Supreme Court rules  
    as adopted by the Supreme  
    Court.  
246 1  Wisconsin Supreme Court rules  
    $f 1980-  
246 1  $i May be cited as: $a SCR  
264 1  Wilmette, Illinois : $b  
    Callaghan, $c [1980]-  
264 31 $3 <1994-> : $a [United  
    States] : $b Lawyers Cooperative  
    Publishing  
300    volumes ; $c 22 cm  
310    Biennial  
362 1  Began with 1980.  
588    Description based on: 1980;  
    title from title page.  
588    Latest issue consulted: 1994.  
650 0  Court rules $z Wisconsin.  
610 10 Wisconsin. $b Supreme Court $v Rules and practice.  
655 7  Court rules. $2 lcgft
```

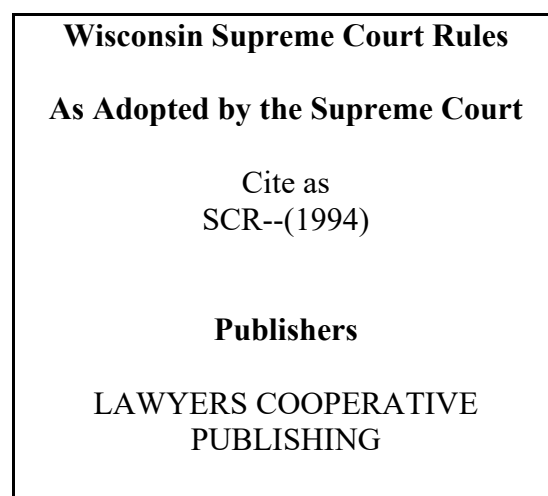


Fig. 34-17

34.2.4.B2. More Than One Court within the Same Jurisdiction

A compilation of court rules from multiple courts is treated like other compilations of works by more than one person, family, or corporate body (*RDA* 6.29.1.12, 6.27.1.4). The authorized access point will be under the preferred title of the compilation. Additional access points may be made for one or more of the courts (*RDA* 19.3.2.1, 19.3.2.4).

Compilations of Rules That Are Laws

If a compilation contains rules governing more than one court of a single jurisdiction, but they are enacted as laws of that jurisdiction, use the name of the jurisdiction plus the

preferred title as the authorized access point (*RDA* 6.29.1.11, 6.29.1.2). This is the same treatment that laws from a single jurisdiction are accorded.

Compilations of Rules That Are Regulations

If a compilation contains rules governing more than one court of a single jurisdiction and they are not laws, but administrative regulations issued by one agency, the authorized access point for the compilation will be the agency that promulgated the rules plus the preferred title.

34.2.4.B3. Compilations of More Than One Jurisdiction

If a compilation consists of court rules which are laws of more than one jurisdiction, or if the court rules have been promulgated by more than one agency, the work should be described as a compilation. Generally this means that the compilation will have preferred title alone as its authorized access point. (*RDA* 6.29.1.12)

```
245 00 McKinney's New York rules of court : $b state and federal.
246 1 New York rules of court
264 1 St. Paul, Minnesota : $b West Publishing Company, $c [1982]-
300 volumes : $b forms ; $c 25 cm
310 Annual
362 1 Began with 1982.
525 Accompanied by an annual supplement.
588 Description based on: 1982; title from title page.
650 0 Court rules $z New York (State)
650 0 Court rules $z United States.
655 7 Court rules. $2 lcgft
710 2 West Publishing Company.
780 00 $t New York court rules $x 0747-8429 $w (OCoLC)4762293 $w
(DLC) 84643243
```

34.2.4.C. Subject Cataloging

Add the subject heading “Court rules” to resources consisting of court rules. Subdivide by the heading for the jurisdiction(s) governed by the court rules. *Also* make a subject entry for the heading of the court(s), if there are three or fewer, subdivided by the free-floating form subdivision “Rules and practice.” Notice in the record for the *California Rules of Court* that the subject heading “Court rules” has been given twice, with California and the United States as geographic subdivisions. Because this compilation of court rules contains rules for California state courts as well as U.S. federal courts, both geographic subdivisions are needed. Also assign the Library of Congress genre/form term “Court rules” to all publications of court rules.

245 00 California rules of court.
 264 1 St. Paul, Minnesota : \$b West Publishing Company, \$c [1987]-
 300 volumes : \$b forms
 310 Annual
 362 1 Began with 1987 revised, updated edition.
 515 Each annual volume is issued in two sequential editions (the
 first ed. of each year is simply called "... edition", the
 later edition of each year is called "... revised edition");
 for example, the volume for 1988 is made up of the "1988
 edition", which includes all amendments to the law up through
 the end of 1987; and the later "1988 revised edition", which
 includes all amendments to the law up through July 1, 1987.
 515 Rules for 1987-<1993 revised updated edition-> published in 2
 volumes: California rules of court. State, and: California
 rules of court. Federal.
 525 Supplements accompany some volumes.
 588 Description based on: 1987 revised, updated edition; title from
 title page.
 650 0 Court rules \$z California.
 650 0 Court rules \$z United States.
 655 7 Court rules. \$2 lcgft
 710 2 West Publishing Company.
 780 00 \$t West's California rules of court: State and Federal \$x
 0147-1317 \$w (DLC) 75330972 \$w (OCoLC)3124728

34.3 Secondary sources

Secondary sources contain statements about laws, cases, or regulations and are meant to interpret, explain, develop, locate, or update primary sources. Examples of secondary sources include digests, citators, articles in law reviews, treatises, and loose-leaf services. This section describes the most common types of legal secondary source material issued in serial format.

34.3.1. Digests

Digests are systematically arranged compilations, usually arranged by topic, containing summaries of court decisions, statutes, legislative bills, etc. Digests commonly serve as indexes to cases reported in law reports. Most of these abstracts, or case summaries, are written by publishers and their editorial staffs, not by a government agency. Some digests summarize the reports of a particular court; other digests may cover all the cases of a particular jurisdiction. The proliferation of online research tools, combined with the rising costs for print subscriptions, has caused a marked decrease in the use of print digests; however, they still exist and occasionally need cataloging or recataloging. Many digests are cataloged as monographs, since they do not meet the criteria for consideration

as a serial (*LC-PCC PS* for 2.1). In some cases, a digest may be issued in successive editions (“series”) that are cataloged as a serial.

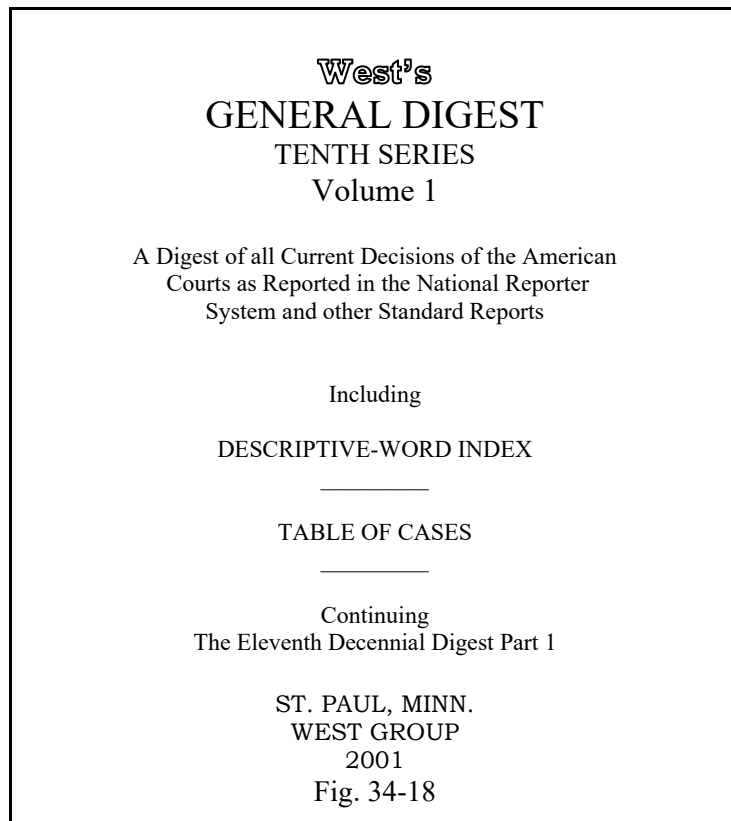
34.3.1.A. Access points

If the person responsible for a digest is prominently named in the resource, construct the authorized access point using the authorized access point for that person combined with the preferred title for the digest. If no person is prominently named, use the preferred title alone as the authorized access point. (*RDA* 6.29.1.23)

Construct additional access points for other persons or corporate bodies significantly related to the resource.

Figure 34-18 is one example of a comprehensive general law digest.

```
245 00 West's general digest.
246 1 General digest
264 1 $3 <2001->: $a St. Paul, Minn. : $b West Group
264 31 $3 <2013->: $a [Eagan, Minn.] : $b Thomson Reuters
300 volumes ; $c 27 cm
500 "A digest of all current decisions of the American courts as
reported in the National reporter system and other standard reports."
515 Kept up to date by monthly publication entitled General digest.
580 Issued between editions of: Decennial digest. American digest
system.
588 Description based on: 10th series, volume 1, published in 2001;
title from title page.
588 Latest issue consulted: 13th series, volume 50, published in
2013.
650 0 Law reports, digests, etc. $z United States.
655 7 Law digests. $2 lcgft
710 2 West Group.
710 2 Thomson Reuters.
787 1 $t Decennial digest. American digest system $x 0149-6530 (DLC)
68000106 $w (OCoLC)3530852
```



34.3.1.B. Subject cataloging

Assign the form subject heading “Law reports, digests, etc.” to general digests of law reports, statutes, regulations, etc. Add a geographical subdivision for the jurisdiction or place as appropriate. Do not assign the subdivision “Periodicals.”

```
650 0 Law reports, digests, etc. $z United States.
655 7 Law digests. $2 lcgft
```

For compilations of summaries of court decisions, statutes, and regulations that are on a specific topic, do not assign “Law reports, digests, etc.”; instead, assign the appropriate subject heading and add the subdivision “Digests.” (Do not further subdivide by “Periodicals.”) (*SHM* H1550)

```
650 0 Environmental law $z United States $v Digests.
655 7 Law digests. $2 lcgft
```

For both general and topical law digests, the genre term from the Library of Congress Genre/Form Terms is “Law digests.”

Figure 34-19 illustrates a general compilation summarizing the decisions of the New Zealand High Court and Court of Appeal. The subject access point assigned is “Law reports, digests, etc.,” subdivided by place.

245 00 Current law digest.
 246 1 Butterworths current law digest
 264 1 Wellington : \$b Butterworths, \$c 1984-300 volumes ; \$c 25 cm
 362 1 Began with 1979/1983, published in 1984.
 500 "A consolidation of unreported High Court and Court of Appeal decisions spanning five years."
 500 Editors: 1984- Martin Fine.
 580 A cumulative supplement to Butterworths current law.
 588 Description based on: 1979/1983, published in 1984; title from title page.
 588 Latest issue consulted: 2002/2004, published in 2005.
 650 0 Law reports, digest, etc. \$z New Zealand.
 655 7 Law digests. \$2 lcgft
 700 1 Fine, Martin, \$e editor of compilation.
 730 0 Butterworths current law.
 772 1 \$t Butterworths current law \$x 0110-070X \$w (DLC) 75647514 \$w (OCoLC)2441136

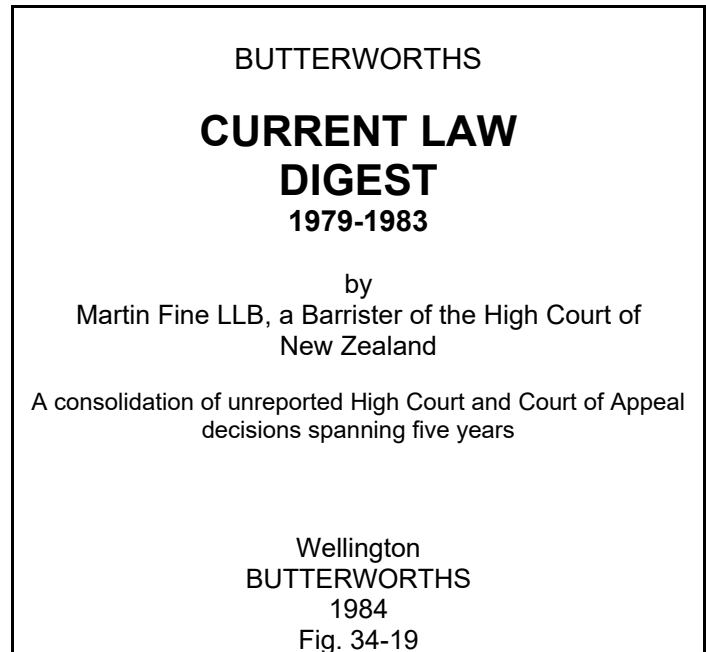
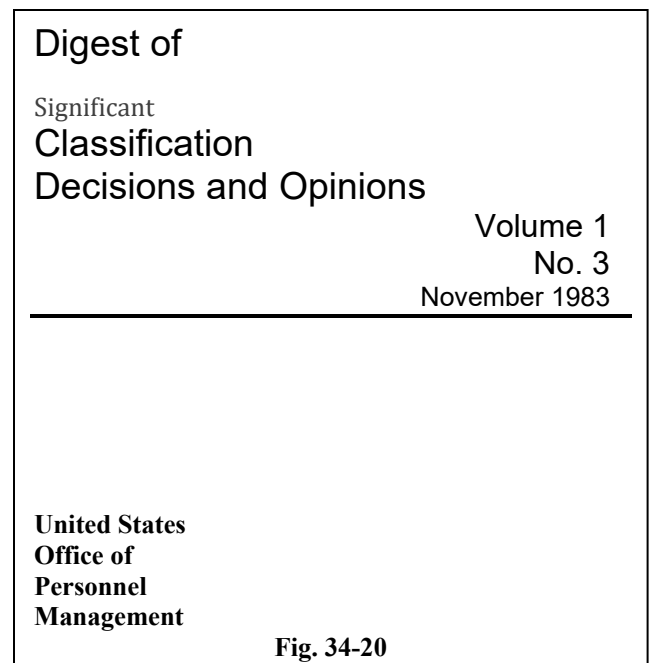


Figure 34-20 illustrates a topical compilation of administrative decisions and opinions. The subject access point assigned is followed by the subdivision "Digests." A genre access point is also assigned.

245 00 Digest of significant classification decisions and opinions.
 264 1 Washington, D.C. : \$b U.S. Office of Personnel Management, \$c [1981-1984]
 300 19 volumes ; \$c 23 cm
 362 1 Began in 1981; ceased in 1994.
 588 Description based on: Volume 1, no. 3 (November 1983); title from title page.
 588 Latest issue consulted: Volume 1, no. 3 (November 1983).
 650 0 Civil service positions \$x Classification \$x Law and legislation \$z United States \$v Digests.
 655 7 Law digests. \$2 lcgft
 710 1 United States. \$b Office of Personnel Management, \$e issuing body.



34.3.2. Citators

Citators are compilations of citations to court cases or statutes, systematically arranged by case or statute. They provide the subsequent history of reported cases, or of cases or laws affecting statutes. Because of the importance of precedents in common law countries such as the United States, citators enable the legal researcher to locate all the subsequent court decisions that have cited a case or statute.

In the United States, *Shepard's Citations* is one of the best-known citators. In fact, the verb "Shepardizing" is used informally to describe the process of checking to see if a particular court case has been questioned, overturned or affirmed, or cited by later cases. While many *Shepard's* publications still appear in print, most modern researchers and law students avail themselves of equivalent online services provided by LexisNexis or Westlaw, which eliminate virtually all of the steps in the legal research process with one hyperlink. The use--and therefore the need for cataloging--of print citators may be minimal; however, the instructions following apply also to updating existing cataloging, or to cataloging an online version of a citator.

34.3.2.A. Access points

As with digests, if the person responsible for a citator is prominently named in the resource, construct the authorized access point using the authorized access point representing that person combined with the preferred title for the citator. If no person is prominently named, use the preferred title alone as the authorized access point. (*RDA* 6.29.1.23)

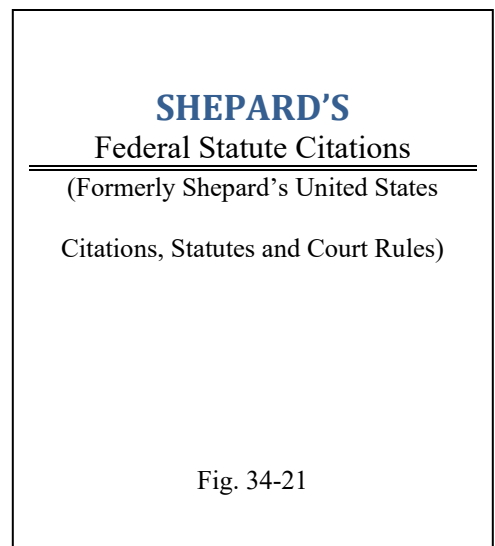
Construct access points for other named persons or corporate bodies if considered important.

34.3.2.B. Subject cataloging

Assign the form subject heading "Annotations and citations (Law)" to compilations of legal citations. Add a geographical subdivision for the jurisdiction or place as appropriate. Do not assign the subdivision "Periodicals."

The genre term from the Library of Congress Genre/Form Terms is "Citators."

245 00 Shepard's federal statute citations.
246 1 Federal statute citations
264 1 Colorado Springs, Colorado : \$b
Shepard's/McGraw Hill, Inc., \$c 1996-
300 volumes ; \$c 27 cm
362 1 Began with 8th edition (1996).
515 Kept up to date between editions by
cumulative softbound supplements and advance
sheets with their own volume numbering.
588 Description based on: 8th edition
(1996); title from title page.
588 Latest issue consulted: 8th edition
(1996).



650 0 Annotations and citations (Law) \$z United States.
655 7 Citators. \$2 lcgft
710 2 Shepard's/McGraw-Hill.
780 17 \$t Shepard's United States citations \$x 0730-2061 (DLC) 96660535
\$w (OCoLC)10044872

34.3.3. Law reviews and journals

34.3.3.1. General

A periodical published by a law school is most often called a “law review,” although the term “journal” is also widely used. The law review plays a unique role in legal education, particularly in the United States. A law school selects students to serve on the law review board based on their academic performance and/or their performance in writing competitions. Students who serve on the boards write and edit articles as well as review articles for publication submitted by faculty or legal scholars. Most law reviews contain a wide variety of articles on legal topics.

34.3.3.1.A. Access points

A law review by definition is a periodical containing multiple articles; therefore the authorized access point will be the preferred title of the work, according to the instructions provided in *RDA* 6.27.1.4. Provide an additional authorized access point for the school issuing the law review.

34.3.3.1.B. Subject cataloging

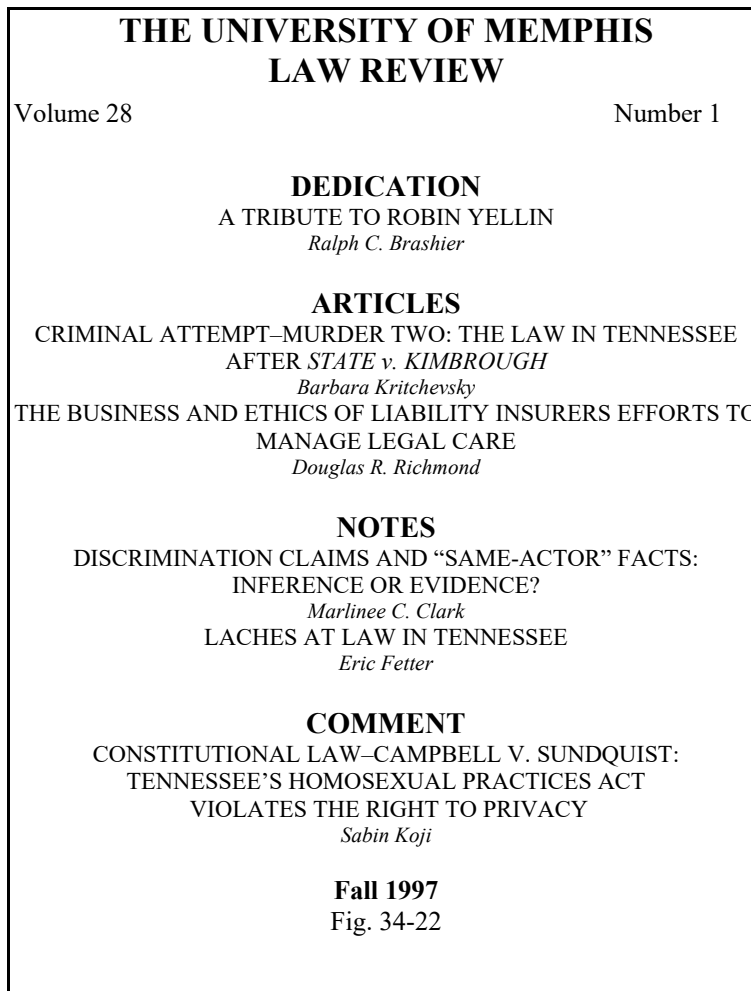
The scope note for the *LCSH* form subject heading “Law reviews” reads:

Here are entered scholarly periodical publications of a general nature that emanate from law schools. Law reviews on specific legal topics are entered under the heading for the topic with local subdivision if appropriate and with the subdivision Periodicals.

This heading is locally subdivided by the country (or first order political division in the case of Canada, Great Britain, and the United States) where the law school is located.

The subject heading “Law–[place]–Periodicals” is still valid for general legal periodicals that do not fit the definition in the scope note above for “Law reviews,” and may be used as an additional subject heading for law reviews that contain significant information on a country’s legal system, especially for areas with limited legal literature. The genre term from the Library of Congress Genre/Form Terms is “Law reviews.”

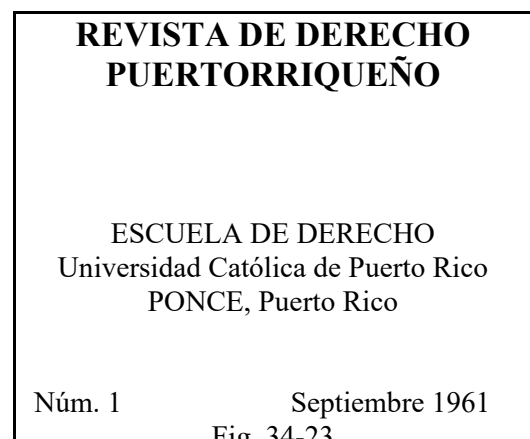
245 04 The University of Memphis law review.
264 1 Memphis, Tennessee : \$b Published by the students of Cecil C. Humphreys School of Law, the University of Memphis
300 volumes ; \$c 27 cm
310 Quarterly
362 1 Began with volume 25, number 1 (fall 1994).
588 Description based on: Volume 28, number 1 (fall 1997); title from cover.
588 Latest issue consulted: Volume 43, number 4 (summer 2013).
650 0 Law reviews \$z Tennessee.



655 7 Law reviews. \$2 lcgft
710 2 Cecil C. Humphreys School of Law, \$e issuing body.
776 08 \$i Online version: \$t University of Memphis law review \$w
(OCOLC) 743167547

Figure 34-23 is an example of a law review which also contains articles about law in the country from which it is issued:

245 00 Revista de derecho puertorriqueño.
264 1 Ponce, Puerto Rico : \$b Escuela de Derecho, Universidad Católica de Puerto Rico, \$c [1961]-
300 volumes ; \$c 25 cm
362 1 Began with [Vol. 1], núm. 1 (septiembre 1961).
546 Articles in English and Spanish.
588 Description based on: [Vol. 1], núm. 1 (septiembre 1961).
588 Latest issue consulted: Vol. 52, núm. 2 (2013).



650 0 Law \$z Puerto Rico \$v Periodicals.
650 0 Law reviews \$z Puerto Rico.
655 7 Law reviews. \$2 lcgft
710 2 Universidad Católica de Puerto Rico. \$b Escuela de Derecho, \$e
issuing body.

34.3.3.2. Law reviews on specific legal topics

In addition to publishing general law reviews containing a variety of articles, many law schools also publish what are sometimes called “secondary reviews,” that is, journals on specialized topics such as environmental law or international law. These subject-oriented publications are not considered the traditional “law review” of the school, although the rigorous selection of student editors and review of scholarly articles still apply.

34.3.3.2.A. Access points

The authorized access point for the work is the preferred title of the work, according to *RDA* 6.27.1.4. Provide an additional authorized access point for the school issuing the law review.

34.3.3.2.B. Subject cataloging

Do not assign the form subject heading “Law reviews” to law school journals on specific legal topics. Instead, assign a heading (or headings) for the topic. Assign a geographical subdivision if appropriate and further subdivide by “Periodicals.”

Note: The **genre term** “Law reviews” is also assigned to this category of law school publications.

Figure 34-24 is an example of a subject-specific law journal issued by a law school.

245 00 Harvard human rights law journal.
264 1 Cambridge, MA : \$b Harvard Law School, \$c [1990]-
300 volumes ; \$c 23 cm
310 Annual
362 1 Began with volume 3 (spring 1990).
550 Published with the support and cooperation of the Harvard Law
School Human Rights Program.
588 Description based on: Volume 10 (spring 1997); title from cover.
588 Latest issue consulted: Volume 23 (spring 2010).
650 0 Human rights \$v Periodicals.
650 0 Civil rights \$z United States \$v Periodicals.
655 7 Law reviews. \$2 lcgft
710 2 Harvard Law School. \$b Human Rights Program, \$e sponsoring body.

HARVARD HUMAN RIGHTS JOURNAL

Articles

Essay: Strengthening United Nations Action in
the Field of Human Rights: Prospects and
Priorities

Kofi A. Annan,
Secretary-General of the United Nations

From Versailles to Rwanda in Seventy-Five Years:
The Need to Establish a Permanent International
Criminal Court

M. Cherif Bassiouni

Hope and Despair for a New South Africa:
The Limits of Rights Discourse

Makau wa Mutua

Making International Refugee Law Relevant Again:
A Proposal for Collectivized and Solution-Oriented

.....

Volume Ten
Spring 1997
ISSN 1057-5057

Fig. 34-24

34.3.4. Bar association journals

A bar association is comprised of members of the legal profession and can be organized on a national, state, regional or local level. The term “bar” refers to the whole body of attorneys and counselors, as opposed to the term “bench,” which refers to those who sit on the bench--judges. Membership can be voluntary or compulsory in order to practice law within a jurisdiction. Most of these associations publish periodicals designed to inform their members about local association activities, pending legislation, and current court cases. More practitioner-oriented than law reviews, bar association publications tend to be useful for current information, not long-term scholarly interest.

34.3.4.A. Access points

If the journal is primarily devoted to internal matters of the bar association, such as its activities, policies, operations, proceedings of conferences, or reports of committees, the corporate body may qualify as the creator, and would form the basis of the authorized access point (*RDA* 19.2.1.1.1). Most bar association publications, however, tend to consist of announcements of association events, committee appointments, and feature stories on current topics of interest within the legal community, which would argue for the preferred title of the work to serve as the authorized access point.

34.3.4.B. Subject cataloging

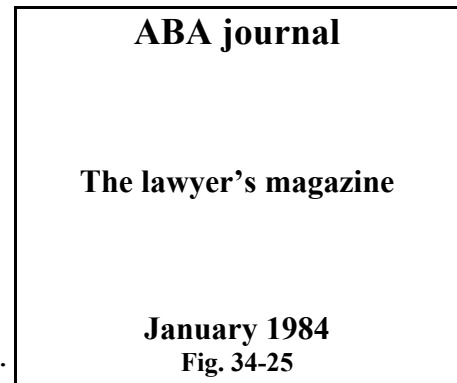
If the publication includes material about the association, assign as a subject the heading for the name of the bar association responsible for the publication, subdivided by “Periodicals.” If the publication is on a specific legal topic, assign an appropriate topical subject heading, also subdivided by “Periodicals.” If it is general in nature, use the general heading “Law,” with a geographical subdivision if appropriate.

Also assign a heading in the form “Bar associations \$z [Place] \$v Periodicals.”

The genre term from the Library of Congress Genre/Form Terms is “Bar journals.”

One of the most prestigious bar journals is illustrated in Fig. 34-25. Most of the content is about contemporary legal issues, law office management, technology, and feature articles on prominent lawyers. A few pages are devoted to the ABA president’s message and the Washington report. Very little of the journal is devoted to internal matters of the association, such as its policies or internal operations. Therefore the *ABA journal* does not qualify for an authorized access point which includes the corporate body (as creator of the work); rather, its authorized access point is formed from the preferred title for the work.

245 00 ABA journal.
246 1 American Bar Association journal
264 1 Chicago : \$b American Bar Association,
\$c [1984]-
300 volumes : \$b illustrations ; \$c 28 cm
362 1 Began with January 1984.
500 “The lawyer’s magazine.”
588 Description based on: January 1984;
title from cover.
588 Latest issue consulted: August 2013.
650 0 Law \$z United States \$v Periodicals.
610 20 American Bar Association \$v Periodicals.
650 0 Bar associations \$z United States \$v
Periodicals.
655 7 Bar journals. \$2 lcgft
710 2 American Bar Association, \$e issuing body.



34.3.5. Legal newspapers, directories, and magazines

The legal community publishes newspapers, usually weekly or monthly, with a national, state or local focus. These publications may contain articles, regular columns, synopses of cases, and other information on the latest legal developments. One example of a current legal newspaper¹⁸ is the *National law journal & legal times*. (See also Module 33 for cataloging newspapers.)

¹⁸ Note: The subject subdivision “Periodicals” is used for such publications. Even though the legal community calls them “newspapers”, they do not fit the cataloging definition of newspapers because of the subject focus.

As in any other discipline, there are also directories, periodicals, and magazines in the legal field. There are no special rules for these publications; in the cataloging process, treat them as any other serial, and consult other modules in this manual as appropriate.

Cataloging example of a legal newspaper (selected fields only):

245 04 The national law journal & legal times.
246 1 National law journal and legal times
264 1 New York, NY : \$b ALM Media Properties, LLC, \$c [2010]-
300 volumes ; \$c 38 cm
310 Weekly (except the last week of the year)
362 1 Began with volume 33, number 17 (December 27, 2010).
588 Description based on: Volume 33, number 17 (December 27, 2010);
title from caption.
588 Latest issue consulted: Volume 35, number 42 (June 24, 2013).
650 0 Law \$z United States \$v Periodicals.
780 00 \$t National law journal \$x 0162-7325 \$w (DLC) 79642839 \$w
(OCoLC)4161259

Cataloging example of a legal directory (selected fields only):

245 04 The Martindale-Hubbell law directory.
264 1 New York : \$b Martindale-Hubbell Law Directory, Inc., \$c 1931-
300 volumes ; \$c 26 cm
310 Annual
362 1 Began with 63rd year (1931).
588 Description based on: 63rd year (1931); title from title page.
588 Latest issue consulted: 123rd year (1991).
650 0 Lawyers \$z United States \$v Directories.
650 0 Lawyers \$z Canada \$v Directories.

Cataloging example of a legal magazine (selected fields only):

130 0 American lawyer (New York, N.Y. : 1979)
245 10 American lawyer.
264 1 New York, NY : \$b AM-LAW Publishing Corp., \$c [1979]-
300 volumes : \$b illustrations ; \$c 28-38 cm
362 1 Began with vol. 1, no. 1 (Feb. 1979).
588 Description based on: Vol. 1, no. 1 (Feb. 1979); title from
caption.
588 Latest issue consulted: Vol. 25, no. 8 (August 2013).
650 0 Law \$z United States \$v Periodicals.

34.2.5. Treaties

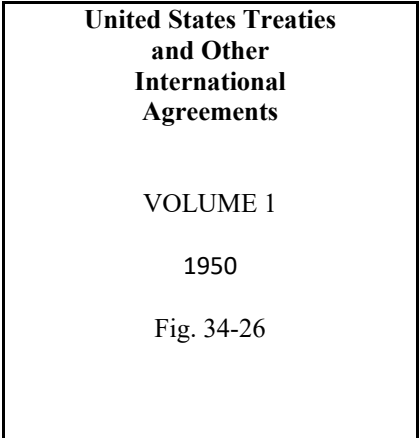
With the revision of *RDA* published in April 2014, the construction of authorized access points for treaties has changed. Under *AACR2*, a treaty with two or three parties was entered under the party whose name came first in English alphabetical order, followed by the conventional uniform title “Treaties, etc.” Treaties with four or more parties were entered under title. Under *RDA* as originally published, the authorized access point for all treaties was constructed using the authorized access point for the first-named party followed by the preferred title “Treaties, etc.,” regardless of the number of parties. With the 2014 revision to *RDA*, the authorized access point for a treaty is constructed using the preferred title for the treaty, followed by the date of the treaty. The authorized access point for a compilation of treaties issued as a serial is the title of the serial. No date is added to the access point.

34.2.5.A. Compilations of Treaties to Which One Government Is Party

If a compilation consists of treaties to which one government is party, record the authorized access point for the single party. Fig. 34.26 represents *United States Treaties and Other International Agreements*, a well-known treaty series. This work is an ongoing collection of treaties to which the United States is a party. The relationship designator is “participant in a treaty.”

If a compilation consists of treaties between two parties, record the authorized access points for both parties.

245 00 United States treaties and other international agreements.
 264 1 Washington : \$b United States Government Printing Office, \$c 1952-
 264 2 Washington, D.C. : \$b For sale by the Superintendent of Documents, U.S. Government Printing Office
 300 volumes ; \$c 26 cm
 310 Annual
 362 0 Volume 1 (1950)-
 515 Some volumes issued in parts.
 588 Description based on: Volume 1 (1950); title from title page.
 588 Latest issue consulted: Volume 35, part 4.
 651 0 United States \$x Foreign relations \$v Treaties.
 655 7 Treaties. \$2 lcgft
 710 1 United States, \$e participant in a treaty.
 710 1 United States. \$b Department of State, \$e issuing body.



34.2.5.B. Compilations of Treaties of Multiple Parties

If a compilation of treaties contains treaties between multiple parties and is not a compilation of treaties of one or two governments, treat it like any other compilation. (*RDA* 6.29.1.20.3)

130 0 Treaty series (United Nations)
 245 10 Treaty series / \$c United Nations = Recueil des traités / Nations Unies.
 246 31 Recueil des traités
 264 1 [New York?] : \$b United Nations, \$c [1947?]-
 300 volumes ; \$c 24 cm
 362 0 Volume 1 (1946/1947)-
 588 Description based on: Volume 1 (1946/1947); title from title page.
 588 Latest issue consulted: Volume 2296 (2009) (surrogate).
 650 0 Treaties \$v Collections.
 655 7 Treaties. \$2 lcgft
 710 2 United Nations, \$e issuing body.

34.2.5.C. Subject Cataloging

For general compilations of treaties, assign the appropriate subject heading, such as “Treaties—Collections” for treaties from various countries or “[Country]—Foreign relations—Treaties” for treaties of a particular country. See SHM H 2227. Do not use the form subdivision “—Periodicals” under these headings.

The genre term from the Library of Congress Genre/Form Terms is “Treaties.”

34.2.6. Law Reports

Law reports are published decisions or opinions of a single court or of several courts. Also known as court reports, they are collected and published in print or online, generally arranged in chronological order. They are not trial transcripts, which report the evidence, testimony or cross examination of a trial. Instead, a law report generally describes the parties, the pleadings, the facts, the arguments of the lawyers, and the basis for the court’s decision. Because of the importance in common law of following precedents established by other courts in the same jurisdiction, law reports provide critical information necessary to practice law in the United States. Until the middle of the nineteenth century, law reports were named after a particular publisher or the person recording or “reporting” the decisions. These “nominative reports,” which were identified by hundreds of personal names, caused great confusion. The practice was abandoned, but many early law reports are still cited by the reporter’s name.

34.2.6.A. Access Points

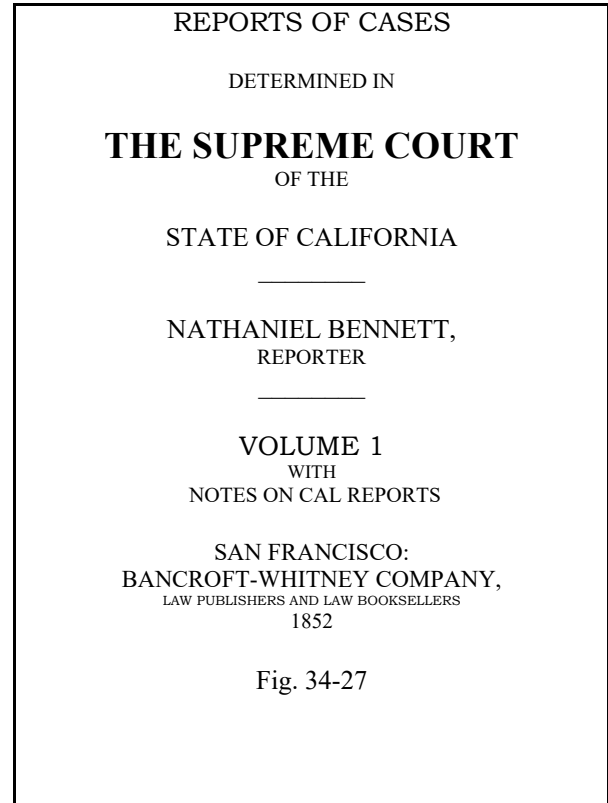
34.2.6.A1. Reports of One Court

For law reports of one court that are not ascribed to a reporter or reporters by name, construct the authorized access point for the reports by combing the authorized access point for the court with the preferred title for the reports (generally the title proper). Some modern law reports (i.e., after the mid-19th century) have a named reporter, but this name changes over time and the reports are not considered to be ascribed to the reporter as in “nominative reports.” (*RDA* 6.29.1.21.2)

If the reports are ascribed to a reporter or reporters by name, construct the authorized access point for the reports by combining the authorized access point for the reporter (or first named reporter) and the preferred title for the reports. (RDA 6.29.1.21.1)

If a commercial publisher is responsible for compiling and annotating the reports, create an access point for the corporate body.

- 110 1 California. \$b Supreme Court.
245 10 Reports of cases
determined in the Supreme
Court of the state of
California.
264 1 San Francisco : \$b
Bancroft-Whitney Company, \$c
1852-
300 volumes ; \$c 24 cm
362 0 Volume 1-volume 220 (January
31, 1934-May 17, 1934) ; 2nd
series, volume 1 (May 17-
November 2, 1934)-volume 71
(April 23-October 31, 1969) ;
3rd series, volume 1 (October
23, 1969-January 30, 1970)-
volume 54 (July 29, 1991-
December 16, 1991) ; 4th
series, volume 1 (December
19, 1991-February 27, 1992)-
515 Volume 1 covers cases from
1850-1851.
588 Description based on: Volume
1, published 1887; title from
title page.
650 0 Law reports, digests,
etc. \$z California.
655 7 Court decisions and opinions. \$2 lcgft



34.2.6.A2. Reports of More Than One Court

If one reporter or two or more collaborating reporters are responsible for a compilation of reports of more than one court, construct the authorized access point by combining the authorized access point for the reporter (or first named reporter) with the preferred title for the reports (generally the title proper). (RDA 6.29.1.22.1)

If the reporter or reporters are not responsible for all the reports or no reporter is named, use the preferred title as the authorized access point. (RDA 6.29.1.22.2)

If a commercial publisher is responsible for compiling and annotating the reports, create an access point for the corporate body.

245 00 West's federal reporter : \$b cases argued and determined in the United States courts of appeals and Temporary Emergency Court of Appeals.

264 1 St. Paul, Minn. : \$b West Publishing Co., \$c 1988-

300 volumes ; \$c 26 cm

362 0 2nd series, volume 831 F.2d-volume 999 F.2d ; 3rd series, volume 1 F.3d-

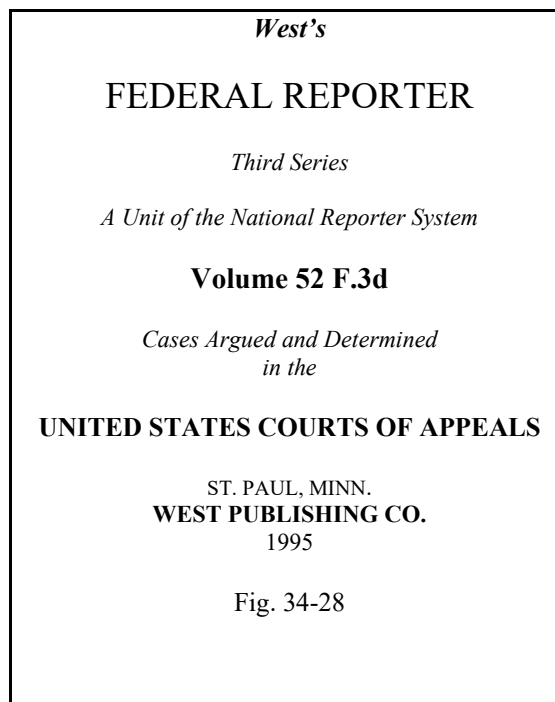
588 Description based on: 2nd series, volume 831 F.2d; title from title page.

588 Latest issue consulted: [3rd series] Volume 52 F.3d, published 1995.

650 0 Law reports, digests, etc. \$z United States.

655 7 Court decisions and opinions. \$2 lcgft

710 2 West Publishing Company, \$e editor of compilation.



34.2.6.B. Subject Cataloging

Assign the subject heading “Law reports, digests, etc.” to general compilations of court cases. Add a geographical subdivision for the jurisdiction if appropriate. Do **not** assign the subdivision “—Periodicals” to “Law reports, digests, etc.” Do **not** assign the heading “Law reports, digests, etc.” to topical compilations of court decisions. Instead, for topical compilations use the subdivision “—Cases” or “—Digests” under legal subject headings, e.g. “Taxation—Law and legislation—United States—Cases.”

The genre term from the Library of Congress Genre/Form Terms is “Court decisions and opinions.”

34.2.7. Attorneys General’s Opinions

Opinions of attorneys general are usually written in response to inquiries from government officials regarding questions on statutory language. While generally the opinions are advisory in nature and not binding, they can be persuasive legal authority. Almost every state in the United States publishes the opinions of its attorney general.

34.2.7.A. Access Points

Attorneys general opinions in the United States are treated as administrative regulations that are not laws; therefore, the authorized access point is constructed by combining the authorized access point for the promulgating agency (e.g., the office of the attorney

general) and the preferred title for the opinions. (*RDA* 6.29.1.7 and *LC-PCC PS* for 6.29.1.7)

```
110 1 California. $b Office of the Attorney General.
245 10 Opinions of the Attorney General of California.
264 1 Berkeley, California : $b California Legal Publications, $c
[1944]-
362 0 Volume 1 (January/June 1943)-
588 Description based on: Volume 1 (January/June 1943); title from
title page.
588 Latest issue consulted: Volume 78 (1995).
650 0 Attorneys general's opinions $z California.
655 7 Attorneys general's opinions. $2 lcgft
```

34.2.7.B. Subject Cataloging

Assign the subject heading “Attorneys general's opinions,” subdivided by the jurisdiction where they are issued, to compilations of opinions of attorneys general. Do not add the form subdivision “—Periodicals”.

The genre term from the Library of Congress Genre/Form Terms is “Attorneys general’s opinions.”

34.2.8. Legislative Records and Journals

Most legislatures publish an ongoing record of their activities while the legislature is in session. A record may include transcripts of debates, records of votes, calendars of actions taken, and legislative histories of bills and pending legislation.

Certainly the best-known legislative record in the United States is the *Congressional Record*. Published in its present form since 1873, it is first issued in a daily edition and then reissued in a permanent edition. The *Congressional Record* contains transcripts of legislative debates, histories of bills and resolutions, and laws signed by the president that day.

34.2.8.A. Access Points

Legislative records are works of an administrative nature dealing with the corporate body itself and thus the legislature is treated as the creator. In the record for Fig. 34-29, the authorized access point for the work is constructed using the authorized access point for the U.S. Congress. (*RDA* 19.2.1.1.1; 6.27.1.2)

UNITED STATES OF AMERICA

Congressional Record

PROCEEDINGS AND DEBATES OF THE 85TH CONGRESS
SECOND SESSION

VOLUME 104—PART 7
MAY 12, 1958—MAY 28, 1958
(PAGES 8365 TO 9780)

UNITED STATES GOVERNMENT PRINTING OFFICE, WASHINGTON, 1958
Fig. 34-29

110 1 United States. \$b Congress.
245 10 Congressional record : \$b proceedings and debates of the
... Congress.
264 1 Washington : \$b United States Government Printing Office,
\$c 1874-
300 volumes ; \$c 30 cm
362 0 43rd Congress, special session of the Senate of the United
States (March 4 to 26, 1873)- = Volume 1-
588 Description based on: 43rd Congress, special session of the
Senate of the United States (March 4 to 26, 1873); title from
title page.
588 Latest issue consulted: Volume 104, part 7 (85th Congress, 2nd
session, May 12, 1958-May 28, 1958).
650 0 Law \$z United States \$v Periodicals.
651 0 United States \$x Politics and government \$v Periodicals.
655 7 Legislative materials. \$2 lcgft

34.2.8.B. Subject Cataloging

For legislative records, assign the heading for the jurisdiction with the subdivisions “—Politics and government—Periodicals.”

Do *not* assign the topical subject heading “Legislation” to these compilations of legislative proceedings. The scope note for the heading “Legislation” states: “Here are entered works on the legislative process...”

The genre term from the Library of Congress Genre/Form Terms is “Legislative materials.”

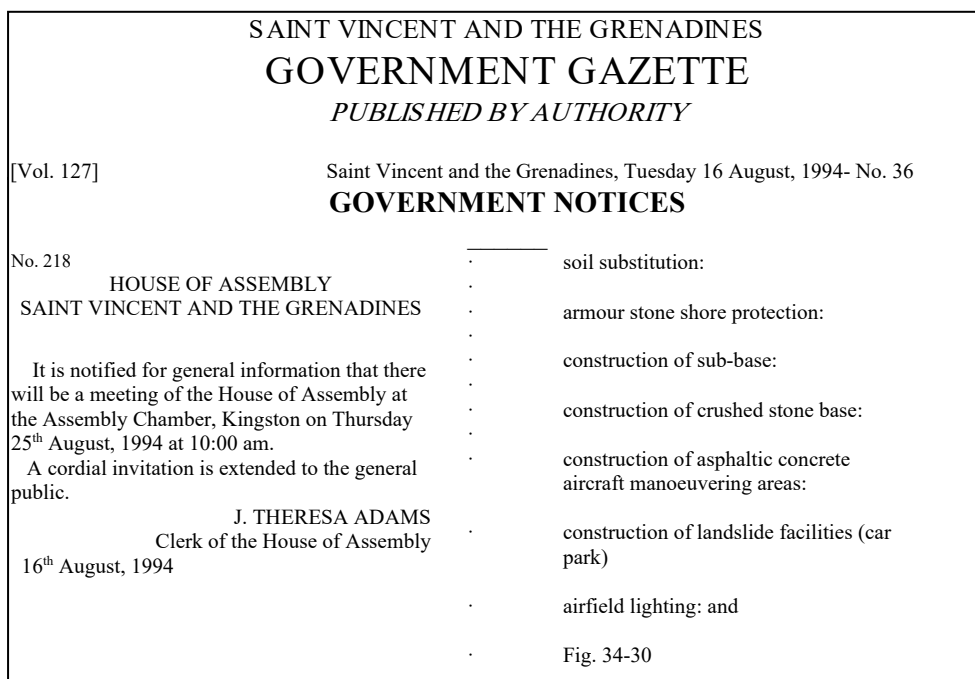
34.2.9. Official Gazettes

An official gazette is a government publication that publishes official notices, proclamations, regulations, and in some cases, new laws. In some jurisdictions it may be known as the official journal or some other designation. The United States federal and state governments do not publish an exact counterpart to gazettes.

34.2.9.A. Access Points

Official gazettes are works of an administrative nature dealing with the corporate body itself and are thus the jurisdiction is treated as the creator. The authorized access point for the work is constructed by combining the authorized access point for the jurisdiction with the preferred title. (RDA 19.2.1.1.1; 6.27.1.2)

110 1 Saint Vincent and the Grenadines.
245 10 Government gazette / \$c Saint Vincent and the Grenadines.
264 1 [Kingstown] : \$b Government Printing Office, \$c [1979]-
300 volumes ; \$c 35 cm
310 Weekly
362 0 Vol. 112, no. 49 (27 October 1979)-



588 Description based on: Vol. 112, no. 49 (27 October 1979); title from caption.
588 Latest issue consulted: Vol. 146, no. 27 (23 April 2013).
650 0 Gazettes \$z Saint Vincent and the Grenadines.
655 7 Official gazettes. \$2 lcgft

If a gazette consists chiefly of laws, use the preferred title “Laws, etc.” (RDA 6.19.2.5.1)

110 1 Germany.
 240 10 Laws, etc. (Bundesgesetzblatt. Teil I)
 245 10 Bundesgesetzblatt. \$n Teil I.
 264 1 Bonn : \$b Bundesanzeiger Verlagsges., \$c [1990]-
 300 volumes ; \$c 30 cm
 362 0 1990, Nr. 52 (10. Oktober 1990)-
 520 Contains "Gesetze, Verordnungen und sonstige Veröffentlichungen von
 wesentlicher Bedeutung."
 588 Description based on: 1990, Nr. 52 (10. Oktober 1990); title from
 caption.
 588 Latest issue consulted: 1990, Nr. 52 (10. Oktober 1990).
 650 0 Law \$z Germany \$v Periodicals.
 650 0 Gazettes \$z Germany.
 655 7 Official gazettes. \$2 lcgft

34.2.9.B. Subject Cataloging

Assign the form subject heading "Gazettes—[place]" to an official gazette.
 The genre term from the Library of Congress thesaurus is "Official gazettes."