

# Bibliographic Control of Web Resources: A Library of Congress Action Plan

Last updated: February 23, 2005

*Note: To view the Conference 2000 Action Plan Forum summary from ALA Midwinter 2003, go to:*

<http://www.loc.gov/catdir/bibcontrol/highlights012603.pdf>

*To view the Conference 2000 Action Plan Forum summary from ALA Annual 2002, go to: <http://www.loc.gov/catdir/bibcontrol/highlights061602.pdf>*

## **1 Increase the availability of standard records for selected Web resources.**

- 1.1 Develop a plan to increase the creation and availability of standard records for electronic resources to include authority control and subject analysis.

**Leader:** Susan Vita **eMail:** svit@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:**

**CMT Liaison:** Susan Vita

**Related Action Items:** 2.2

**Work plan available at:**

**Status:** Ardith Bausenbach, Automation Planning and Liaison Office, LC, will serve as principal investigator for an environmental scan.

- 1.2 Explore ways to re-purpose/reuse metadata received under programs for registration, acquisitions, cataloging, copyright, and related activities.

**Leader:** John Celli **eMail:** jcel@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:**

**CMT Liaison:** John Celli

**Related Action Items:** NA

**Work plan available at:**

1.3 Compile/review/disseminate selection criteria for electronic resources to supplement traditional selection criteria (e.g., authorship, content, provenance, accuracy, relevance to institutional mission, and subject matter) used by libraries, archives and museums. Supplemental criteria include: design, use, timeliness, permanence, quality of links to other sites, value-added utility beyond print version, originating domain, downloading capability, uniqueness, reverse links, etc.

**Leader:** Carol Tobin **eMail:** cmtobin@email.unc.edu

**Lead Organization:** RUSA

**Principal Investigator:** Amy Tracy Wells

**CMT Liaison:** Susan Morris

**Related Action Items:** 4.4

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/1-3workplan.pdf>

**Status:** Done. Final report (March 2004) available at  
[http://www.loc.gov/catdir/bibcontrol/selection\\_criteria.pdf](http://www.loc.gov/catdir/bibcontrol/selection_criteria.pdf)

1.4 Design mechanisms to harvest, archive, and provide access to selected electronic government publications through partnerships with government agencies and/or academic institutions.

**Leader:** Taylor Surface **eMail:** surface@oclc.org

**Lead Organization:** OCLC Digital and Preservation Resources Division

**Principal Investigator:**

**CMT Liaison:** Judy Mansfield

**Related Action Items:** NA

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/1-4workplan.pdf>

## 2 Enhance the access to and display of records for selected Web resources across multiple systems.

- 2.1 Support development of common user interfaces for searching, sorting, and retrieving relevant search results across a range of discovery tools. Identify desirable portal features and encourage the vendor community to provide recommended functionality. Promote adopting protocols and profiles as well as best practices for indexing. Serve as a forum for the exchange of information and concerns for the purpose of identifying ideas for improvement of portal applications.

**Leader:** John Byrum

**eMail:** jbyr@loc.gov

**Lead Organization:** Library of Congress Portals Applications Issues Group (LCPAIG)

**Principal Investigator:**

**CMT Liaison:** John Byrum

**Related Action Items:** 6.4

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/2-1workplan.pdf>

**Status:** The Library of Congress Portals Applications Issues Group (LCPAIG) was formed in autumn 2002 to search for portal products that would best meet the reference and research needs of LC staff and users and to promote LC Action Plan work item 2.1. The LCPAIG completed its initial project. As of January 11, 2003, the group has begun preparation of a list of essential and desired features of an effective portal product. The group has also sponsored demonstrations and LC staff testing of two particular applications.

In addition, LCPAIG constructed a Web home page to further its efforts to promote communication of information regarding library portals. The URL for this resource is: <http://www.loc.gov/catdir/lcpaig/paig.html> [1/03]. This Web page lists the goals, tasks, and members of LCPAIG; presents a list of some selected portal products, with links to the Web pages of the vendors and the products themselves, and lists examples of portal systems used by libraries and links to selected Web resources that discuss issues regarding library portals in general. (Mention of and linking to portal products and their creators or vendors do not constitute an endorsement by the Library of Congress of any of the products, and are given on this Web page as a convenient nexus for anyone trying to find out more about them.)

On July 15, 2003, the LCPAIG posted its List of Portal Application Functionalities for the Library of Congress, First Draft for Public Comment. Announcement of its availability was widely distributed to interested groups, including vendors. Once updated to take into account comments received, a final version will be posted and the work of the LCPAIG in relation to work item 2.1 will be complete. The List of Portal Application Functionalities is available for comment at: <http://www.loc.gov/catdir/lcpaig/portalfunctionalitieslist4publiccomment1st7-22-03revcomp.pdf>

- 2.2 Promote the international sharing and collaborative use of “authority” information (authority records for names of persons, corporate bodies, works/expressions/manifestations/items, subjects, etc.—also called controlled vocabularies) starting with personal name authority records, launching a prototype of a virtual international authority file.

**Leader:** Barbara Tillett **eMail:** btil@loc.gov

**Lead Organization:** LC CPSO

**Principal Investigator:**

**CMT Liaison:** Barbara Tillett

**Related Action Items:** 1.1, 3.7

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/2-2workplan.pdf>

**Status:** Being fulfilled through LC participation and lead in the Virtual International Authority File project with OCLC and the Deutsche Bibliothek. That project is moving forward and has a 2-year timetable for the initial stages, with work already underway at OCLC.

- 2.3 Explore ways to enrich metadata records by focusing on providing additional subject and other access mechanisms (e.g., front-end user thesauri) and increasing granularity of access and display (e.g., by enabling progression through hierarchy and versions and by additional description information including summaries).

**Leader:** Judy Ahronheim **eMail:** jaheim@umich.edu

**Lead Organization:** ALCTS TF

**Principal Investigator:** Marcia Bates

**CMT Liaison:** John Byrum

**Related Action Items:** 3.1, 6.2, 6.3

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/2-3workplan.pdf>

**Status:** Marcia Bates has submitted the draft of her report, "Research and Design Review: Improving User Access to Library Catalog and Portal Information." Second draft, completed January 20, 2003, incorporated comments from METF and ALCTS TF members. At ALA Midwinter 2003, Bates presented ideas from her paper to the RUSA/LC Forum; METF met to develop a set of proposed activities intended to encourage the development of one or more of the proposals in the Bates report. ALCTS TF accepted the final draft of the report.

Marcia Bates's report available at: <http://www.loc.gov/catdir/bibcontrol/2.3BatesReport6-03.doc.pdf>

#### 2.4 MERGED WITH ACTION ITEM 3.4

- 2.5 Investigate making Library of Congress Classification and Subject Headings available at no cost on the Internet.

**Leader:** Kathryn Mendenhall **eMail:** kmen@loc.gov

**Lead Organization:** LC CDS

**Principal Investigator:**

**CMT Liaison:** Kathryn Mendenhall

**Related Action Items:** NA

**Status:** Kathryn Mendenhall reported at ALA Annual in Atlanta (June 16, 2002) that since CDS is a cost-recovery unit of the Library of Congress, it needed to pursue this work item while remaining mindful of its revenue stream. The purpose of this work item is the encouragement of

nontraditional applications of LCC and LCSH in networked environments. At present LCC and LCSH are distributed to two audiences, vendors/developers and cataloging practitioners, the hands-on users of cataloging tools; the Bicentennial Conference on Bibliographic Control for the New Millennium had shown that the Web developer community was potentially a major audience for these tools. Fostering the Web developer community's awareness of the classification and controlled subject vocabulary and improving the representation of the data from a technical viewpoint were both important. The most effective way to encourage use of these tools by the Web development community was to build on an existing model: CDS already distributes test files at no charge. It was now considering ways to send the full LCC and LCSH files via FTP as demonstration or test files and would work with LC CPSO and LC NDMSO to accomplish this while meeting cost recovery requirements.

### 3 Work collaboratively with metadata standards communities to improve bibliographic control of selected Web resources.

- 3.1 Develop and disseminate a widely-understandable paper that sets forth library principles for data content and structure for use by the metadata community. Disseminate it to the metadata community and encourage its use.

**Leader:** Susan Morris **eMail:** smor@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:** Sherry Vellucci

**CMT Liaison:** Susan Morris

**Related Action Items:** 2.3

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/3-1workplan.pdf>

**Status:** PI intends the paper to describe principles of librarianship such as description, authority control, access, record structure, record interchange, and level of description in terms of granularity and is beginning by looking for common terminology. She plans to involve members of the metadata community as well as library leaders. She hopes to complete the principles paper in 2003 and looks forward to presenting it to a panel of invited reactors from the library and metadata communities at the Library of Congress.

- 3.2 Identify key metadata schemes to establish points of convergence among them, promote the consistent labeling of fields, and facilitate mapping of fields. Publicize mapping of fields.

**Leader:** Sally McCallum **eMail:** smcc@loc.gov

**Lead Organization:** LC NDMSO

**Principal Investigator:**

**CMT Liaison:** Sally McCallum

**Related Action Items:** NA

- 3.3 Provide a table indicating explicit linking techniques that currently are provided in AACR2, LCRI, and in MARC 21, to use when linking a bibliographic, holdings, or authority record with a digital resource; linking between records for related resources; and linking records for manifestations of the same work/expression.

**Leader:** Barbara Tillett **eMail:** btil@loc.gov

**Lead Organization:** LC CPSO & NDMSO

**Principal Investigator:**

**CMT Liaison:** Barbara Tillett

**Related Action Items:** 2.4, 3.4, 3.5, 3.6, 6.5

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/3-3workplan.pdf>

**Status:** CPSO will include CSSC in the discussions of future recommendations. The table showing linking techniques was circulated to the library community with deadline of October 15, 2002. To accommodate CSSC's timetable, the projected target has been extended to 2003.

- 3.4 Develop functional requirements to enable the interchange of manifestation records that support internal configurations for FRBR (IFLA Functional Requirements for Bibliographic Records) displays for multiple versions; determine supportive cataloging practices; determine any needed MARC 21 enhancements; communicate these to the vendor community.

**Leader:** Sally McCallum **eMail:** smcc@loc.gov

**Lead Organization:** LC NDMSO

**Principal Investigator:** Tom Delsey

**CMT Liaison:** Sally McCallum

**Related Action Items:** 2.4, 3.3, 3.5

- 3.5 Prepare guidelines for deciding when to create separate bibliographic records and when to create a single record for manifestations.

**Leader:** Barbara Tillett **eMail:** btil@loc.gov

**Lead Organization:** LC CPSO

**Principal Investigator:**

**CMT Liaison:** Barbara Tillett

**Related Action Items:** 2.4, 3.3, 3.4, 3.6, 6.5

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/3-5workplan.pdf>

**Status:** Completed December 2000. LC CPSO posted its *Descriptive Cataloging Manual B19* (Draft Interim Guidelines for Cataloging Electronic Resources) on its Web site at [http://lcweb.loc.gov/catdir/cpso/elec\\_res.html](http://lcweb.loc.gov/catdir/cpso/elec_res.html)

- 3.6 Convey and reiterate the need for the continuing development of AACR2 to provide principles and practices for bibliographic access to and control of the full array of electronic resources on a timely basis and in harmony with other descriptive cataloging standards.

**Leader:** Beacher Wiggins **eMail:** bwig@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:**

**CMT Liaison:** Beacher Wiggins

**Related Action Items:** 3.3, 3.5, 6.5

**Status:** Done. The Joint Steering Committee for the Revision of AACR is incorporating into the planned 3<sup>rd</sup> ed. of *AACR* principles that more easily support the bibliographic control of web and other digital resources. The rationale for the new edition will result in a set of rules that will be more appealing as a tool for non-librarians; will be easier to use and interpret; will be more conducive for online search environments; will improve access to all media; and will enable easier integration with other resource description and retrieval standards. The projected publication date for the new edition is 2007.

- 3.7 Evaluate feasibility of assigning a persistent identifier or a naming system on an international scale. Develop and promote guidelines for shared resolving system.

**Leader:** Sally McCallum

**eMail:** smcc@loc.gov

**Lead Organization:** LC NDMSO

**Principal Investigator:**

**CMT Liaison:** Sally McCallum

**Related Action Items:** 2.2

## 4 Develop automated tools for extracting, creating, harvesting and maintaining metadata to improve bibliographic control of selected Web resources.

- 4.1 Develop specifications for the creation and maintenance of records for titles contained in aggregator packages that will enable vendors to produce high-quality bibliographic data and accurate information about the volumes/dates of coverage of individual titles. In addition to the creation of original records, vendors must be able to provide customers with high-quality updated bibliographic records when bibliographic data and/or scope of coverage change significantly. Communicate the specifications to the vendor community and encourage their adoption. Communicate to the library community (especially public services and acquisitions librarians) about the importance of securing appropriate bibliographic control and maintenance as a component of subscribing to an aggregator package.

**Leader:** Adolfo Tarango **eMail:** atarango@ucsd.edu

**Lead Organization:** PCC SCA

**Principal Investigator:**

**CMT Liaison:** Maureen Landry

**Related Action Items:** NA

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/4-1workplan.pdf>

**Status:** The work group is currently working to finalize a set of data elements which, extracted from a record of a physical manifestation of the resource (i.e. the record for the print) and modified or supplemented with additional data elements, would constitute an acceptable record for the online version found in an aggregator database. Since it is planned that these records will be added to the CONSER database, the group is determining the appropriate coding for the records so that their origin, level of authenticity, and quality can be readily ascertained by users of the records. We are working with OCLC to create an automated process for extracting/modifying/adding the data and are discussing which aggregator database to first experiment with.

- 4.2 Develop specifications for a tool that will enable libraries to extract metadata from Web-based resources in order to create catalog records and that will detect and report changes in resource content and bibliographic data in order to maintain those records. Communicate the specifications to the vendor community and encourage their adoption.

**Leader:** John Byrum **eMail:** jbyr@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:** Jane Greenberg

**CMT Liaison:** John Byrum

**Related Action Items:** NA

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/4-2workplan.pdf>

**Status:** Final report is available at: [http://www.loc.gov/catdir/bibcontrol/lc\\_amega\\_final\\_report.pdf](http://www.loc.gov/catdir/bibcontrol/lc_amega_final_report.pdf)

4.3 Develop specifications for embedded metadata that can be used by software developers to incorporate usable metadata into the output of their products. Target industries include developers of word processors, HTML editing tools, website development tools, image creation and manipulation tools, and multimedia production tools. Communicate these specifications widely in the appropriate forums, and encourage their adoption.

**Leader:** Stu Weibel **eMail:** stu\_weibel@oclc.org

**Lead Organization:** DCMI

**Principal Investigator:**

**CMT Liaison:** Jeff Heynen

**Related Action Items:** 6.3

**Work plan available at:**

**Status:** OCLC Office of Research has engaged a consultant to assist in contacting vendors to promote the adoption of interoperable metadata facilities within their products. This work is in an early stage.

4.4 Develop specifications for a resource selection, evaluation and user feedback tool. Communicate the specifications to the vendor community and encourage their adoption.

**Leader:** To be determined **eMail:**

**Lead Organization:** To be determined

**Principal Investigator:**

**CMT Liaison:** Susan Morris

**Related Action Items:** 1.3

**Work plan available at:**

**Status:** On hold pending completion of 1.3.

4.5 Promote convergence of standards for harvesting metadata.

**Leader:** Sally McCallum **eMail:** smcc@loc.gov

**Lead Organization:** LC NDMSO

**Principal Investigator:**

**CMT Liaison:** Sally McCallum

**Related Action Items:** NA



**Lead Organization:** RUSA

**Principal Investigator:**

**CMT Liaison:** Susan Morris

**Related Action Items:** NA

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/5-2workplan.pdf>

**Status:** The second RUSA/LC Forum on Metadata for Reference Needs, took place at ALA Midwinter Meeting in Philadelphia, January 26, 2003; featured speaker was Marcia Bates on her paper "Improving User Access to Library Catalog and Portal Information," prepared for the Metadata Enrichment Task Force (Action Plan work item 2.3). The third RUSA/LC Forum is scheduled to take place at ALA Annual Conference in Toronto, Sunday, June 22, 5:00–6:00 p.m., Metro Toronto Convention Centre, 715A/B.

- 5.3 Address continuing education needs for library technical services practitioners by (1) identifying and enhancing core competencies (e.g. analytical skills, collaborative and interpersonal skills) among library catalogers; (2) devising and conducting training to enhance practitioners' mind set and values, problem-solving, operations, management, and information technology skills; and (3) promoting the understanding, use, and refinement of metadata standards (such as Dublin Core) for describing and managing electronic and digital resources, with the goal of enabling greater participation in the development and refinement of metadata standards used both within and outside libraries.

**Leader:** Carol Hixson

**eMail:** [chixson@oregon.uoregon.edu](mailto:chixson@oregon.uoregon.edu)

**Lead Organization:** ALCTS TF

**Principal Investigator:**

**CMT Liaison:** Cynthia Johanson

**Related Action Items:** NA

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/5-3workplan.pdf>

**Status:** See the Continuing Education Task Force's Web site at:

<http://darkwing.uoregon.edu/~chixson/cetf/CETFHome.html>

Final report of the Task Force (August 8, 2003) is available at:

[http://darkwing.uoregon.edu/~chixson/cetf/CETF\\_Final\\_Report.pdf](http://darkwing.uoregon.edu/~chixson/cetf/CETF_Final_Report.pdf) The Continuing Education

Implementation Group (CEIG), chaired by Marty Kurth (Cornell University), is to follow up the work of the Continuing Education Task Force. The CEIG workplan is available at:

<http://www.loc.gov/catdir/bibcontrol/5-3ceigworkplan.pdf>

[Current status report](#) (May 2004)

## 6 Support research and development on emerging metadata standards and address the challenges of interoperability to improve bibliographic control of selected Web resources.

6.1 Support relevant Library of Congress research and development on digital initiatives.

**Leader:** Susan Morris **eMail:** smor@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:**

**CMT Liaison:** Susan Morris

**Related Action Items:** NA

**Status:** This work item is being fulfilled through the LC report to the Digital Library Federation, which is published in the *DLF Newsletter*, available at <http://www.diglib.org/publications.htm>

6.2 Research user needs and approaches in accessing the catalog and other discovery tools in a networked environment to develop user tools for customization.

**Leader:** Lorcan Dempsey **eMail:** lorcan\_dempsey@oclc.org

**Lead Organization:** OCLC Office of Research

**Principal Investigator:**

**CMT Liaison:** John Byrum

**Related Action Items:** 2.3

**Work plan available at:**

6.3 Support research and development to improve controlled vocabulary mediating tools, including a simplified LCSH.

**Leader:** Ed O'Neill **eMail:** ed\_oneill@oclc.org

**Lead Organization:** OCLC Office of Research

**Principal Investigator:**

**CMT Liaison:** Tom Yee

**Related Action Items:** 2.3, 4.3

**Work plan available at:** <http://www.loc.gov/catdir/bibcontrol/6-3workplan.pdf>

**Status:** FAST (Faceted Application of Subject Terminology) is an adaptation of the Library of Congress Subject Headings in a simplified syntax. It retains the rich vocabulary of the Library of Congress's Subject Headings in a faceted schema that is easier to understand, control, apply, and use. The initial validation of the topical, form (genre), chronological, and personal names facets is complete. The validation of the geographics facet is currently underway and work on the remaining three facets – corporate names, conference/meetings names, and uniform titles – will begin this fall. A proposal to modify the MARC 21 bibliographic and authority formats to accommodate FAST was approved by MARBI during the 2002 ALA Annual Conference, permitting the creation of the first FAST authority records this fall. It is expected that the initial version of the FAST authority file will be complete in the spring of 2003. More information is available at

<http://www.oclc.org/research/projects/fast/>

- 6.4 Support research and development on the changing nature of the catalog to include consideration of a framework for its integration with other discovery tools.

**Leader:** John Byrum

**eMail:** jbyr@loc.gov

**Lead Organization:** Director for Cataloging

**Principal Investigator:**

**CMT Liaison:** John Byrum

**Related Action Items:** 2.1

**Work plan available at:**

**Status:** On hold pending appointment of Principal Investigator.

**6.5 MERGED WITH ACTION ITEM 3.6**

## Appendix I: Abbreviations

<b>Abbreviation</b>	<b>Name</b>
AACR	Anglo–American Cataloguing Rules
ALA	American Library Association
ALCTS	ALA Association for Library Collections & Technical Services
ALCTS TF	Association for Library Collections & Technical Services Task Force on the LC Action Plan for Bibliographic Control of Web Resources
ALISE	Association for Library and Information Science Education
ARL	Association of Research Libraries
CDNL	Conference of Directors of National Libraries
CDS	LC Cataloging Distribution Service
CIP	Cataloging in Publication
CSSC	ALCTS Serials Section Committee to Study Serials Cataloging
CPSO	LC Cataloging Policy and Support Office
DCMI	Dublin Core Metadata Initiative
FAST	Faceted Application of Subject Terminology, a project of the OCLC Office of Research
IFLA	International Federation of Library Associations and Institutions
LCC	Library of Congress Classification
LCSH	Library of Congress Subject Headings
NDMSO	LC Network Development & MARC Standards Office
OCLC	Online Computer Library Center, Inc.
PAIG	LC Portals Applications Interest Group
PCC SCA	Program for Cooperative Cataloging Standing Committee on Automation
RUSA	ALA Reference and User Services Association