

Date: May 29, 2020

To: Board of Directors, Music Library Association

From: Hermine Vermeij, Chair, Cataloging and Metadata Committee

Subject: CMC Quarterly Report to MLA Board of Directors, February-May 2021

I. Report date: May 14, 2021

II. Name of Committee: Cataloging and Metadata Committee

III. Members:

- CMC

Hermine Vermeij (Chair), Keith Knop (Content Standards Subcommittee Chair), Karen Peters (Encoding Standards Subcommittee Chair), Rebecca Belford (Vocabularies Subcommittee Chair), Casey Mullin (BIBCO Music Funnel Coordinator), Mark Scharff (NACO-Music Project Coordinator), Beth Iseminger (SACO Music Funnel Coordinator), Joshua Henry (CMC Secretary/Webmaster), Kristi Bergland (Incoming Secretary/Webmaster), Kirk-Evan Billet (MCB Editor), Susan Vita (LC Representative), Jay Weitz (OCLC Representative)

- Content Standards Subcommittee

Keith Knop (Chair), Linda Bagley, Benjamin Barba, Janice Bunker, Reed David, Sarah Holmes, Ivan Kaproth-Joslin, Chuck Peters, Jacob Schaub, Hannah Spence, Amanda Scott, Casey Mullin (BIBCO Music Funnel Coordinator), Christopher Holden (LC Representative), Jay Weitz (OCLC Representative)

- Encoding Standards Subcommittee

Karen Peters (Chair), Jim Alberts, Ethan D'Ver, Chelsea Hoover, Rahni Kennedy, Anna Alfeld LoPrete, Jeff Lyon, Tomoko Shibuya, Amy Strickland, Damian Iseminger (LC Representative), Jay Weitz (OCLC Representative)

- Vocabularies Subcommittee

Rebecca Belford (Chair), Josh Aldoriso, Anne Adams, Kristi Bergland, Anne Churukian, Patty Falk, Mary Huisman, Leonard Martin, Allison McClanahan, Jennifer Olson, Tracey Snyder, Clare Spitzer, Beth Iseminger (SACO Music Funnel Coordinator), Mark Scharff (NACO-Music Project Coordinator), Maarja Vigorito (LC Representative), Jay Weitz (OCLC Representative)

IV. Board Action Required

- We would like to request the following changes to the Administrative Handbook (thanks to Casey Mullin for bringing it to our attention):

In VI.H.10.c LIAISONS:

The Committee has **formal** liaison relationships with the following outside organizations: ALA groups: Committee on Cataloging: Description and Access (CC:DA), Subject Analysis Committee (SAC); ~~SAC Genre/Form Subcommittee~~ **LC groups:** MARC Advisory Committee (MAC), ~~Authority Control Interest Group (ACIG), Metadata Interest Group (MIG); other groups: the Online Audiovisual Catalogers Cataloging Policy Committee (OLAC-CAPC).~~ **The Committee also maintains informal liaison relationships with other groups as outlined in the Committee Handbook.**

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The Committee has formal liaison relationships with the following outside organizations: ALA groups: Committee on Cataloging: Description and Access (CC:DA), Subject Analysis Committee (SAC); LC groups: MARC Advisory Committee (MAC). The Committee also maintains informal liaison relationships with other groups as outlined in the Committee Handbook.

This change would update the list to include only the organizations to which CMC has formal liaisons, and allows us to maintain the list of informal liaison relationships in our own handbook.

V. Brief Summary of Activities

- Cataloging and Metadata Committee (Hermine Vermeij)
 - Membership
 - CMC voting members approved seven new members for the three subcommittees. The CMC Chair submitted recommendations to the MLA President and welcomed and oriented the new members to CMC and its mailing list and wiki.
 - CMC welcomed Kristi Bergland as the Incoming Secretary/Webmaster. She will serve one term as incoming and become Secretary/Webmaster in 2022.
 - The NMP Advisory Committee gained a new chair (Jacob Schaub) and a new Member at Large (Cate Gerhart).
 - Involvement with other groups
 - Although ALA Annual will not be taking place this year due to the coronavirus pandemic, the CMC liaisons will be attending various virtual meetings in lieu of the in-person conference.
 - Several CMC members are participating in the Electronic Scores Working Group, which is charged with gathering, generating, and sharing

information to inform and assist librarians working with digital scores and performing materials.

- CMC received a request from the OCLC Member Merge Rare Merge Task Group to review its draft revision of the OCLC document *Merging duplicate score records: A field-by-field comparison*, and members contributed feedback.
- Volunteers from various CMC subcommittees maintain a running list of changes to content standards, encoding standards, and vocabularies that may need to be addressed in subsequent revisions of Music Discovery Requirements; CMC chair will communicate with ETSC chair annually about these changes.
- A volunteer from CMC who is also an officer of the IAML Cataloguing and Metadata Section represents the North American music cataloging community in IFLA's review and revision of ISBD.
- A volunteer from a CMC subcommittee is representing the music community on a NISO group looking at metadata standards for audio and video resources. The emphasis is on digital files used as instructional materials.
- Resources and communication
 - CMC-related business meeting notes and summaries of CMC-sponsored program sessions at MLA 2021 will be submitted for publication in the MLA Newsletter and the MCB and mounted on the [CMC website](#).
 - CMC members routinely field questions on electronic mailing lists about application of MARC, RDA, LCMPT, LCGFT, and more.
- Programming
 - CMC sponsored three program sessions at MLA 2021 (Cataloging and Metadata Town Hall; Provider-Neutral Cataloging for Digital Scores; and Meeting the Need for Metadata Accessibility and Usability: Ergonomics and Adaptive Technology for Producers and Consumers).
 - CMC is involved in an e-course series on music librarianship for non-librarians, to be offered in 2021 in collaboration with ALA Editions; Keith Knop will teach the music cataloging basics course. CMC also plans to schedule and plan revised versions of four music cataloging webinars originally presented in 2014 and 2015. The CMC Chair attends regular conference calls with representatives from ALA Editions and MLA's Education Committee.
 - CMC is in the process of scheduling and planning revised versions of four music cataloging webinars originally presented in 2014 and 2015, and is

also planning to contribute to an introduction to music librarianship e-course this year. The CMC Chair attends regular conference calls with representatives from ALA Editions and MLA's Education Committee.

- MLA Linked Data Working Group
 - Since February 2021, the Linked Data Working Group has made slow progress on its project to test and analyze the Performed Music Ontology by creating data in Sinopia. Since February 2021, Kevin Kishimoto (Chair) has been meeting weekly with Jim Soe-Nyun (LDWG member), Nancy Lorimer (LD4P liaison), and Damian Iseminger (Library of Congress) to revise certain aspects of PMO in order make it more practically usable. This group has simplified the parts of the ontology related to medium of performance and contribution, as well has discussed how to better model aggregates in Bibframe. Kevin is convening monthly meetings with the entire working group starting mid-May to begin training for work on the project.
- Content Standards Subcommittee (Keith Knop)
 - Subcommittee members have participated in various conferences and meetings.
 - The chair continues to attend monthly meetings of the RDA Toolkit Policy Writers Group; the chair also attended the midwinter meeting of the ALA Core Committee on Cataloging: Description and Access as the liaison for MLA.
 - The CSS liaison to the Library of Congress, Chris Holden, presented a lightning talk on upcoming RDA changes at the annual meeting of the OCLC Music Users Group.
 - CSS members Chuck Peters and Keith Knop presented a CMC-sponsored session on cataloging electronic scores at the annual MLA Meeting.
 - Based on discussions at the CSS business meeting, the draft guidelines on use of field 348 in authority records were forwarded to Manon Thérout at the Library of Congress, which will now begin moving forward with inclusion of the field in the Descriptive Cataloging Manual section Z1.
 - A draft of a proposed new Supplement to the RDA Best Practices, addressing content in authority files, is under review.
 - ALA Publishing created the shells for the MLA Best Practices in the RDA Toolkit in mid-February.
 - Between then and the policy statement editing cutoff date of March 23, MLA Best Practices for 41 manifestation elements and one guidance chapter were loaded to the RDA Toolkit and made publically available on April 7.

- Due to technical problems with the toolkit and the file loading process, ALA Publishing will push out a second update in late April, which will correct several display and content issues with some of the pages.
 - The chair has begun drafting an RDA Toolkit CMS style guide and help document for the CMC webmaster and future chairs.
- Encoding Standards Subcommittee (Karen Peters)
 - In late December 2020, the Chair began gathering comments from ESS and CMC members on the 10 proposals and 6 discussion papers to be considered at the MARC Advisory Committee (MAC) meetings set for January 26-28, 2021. Based on the comments, she wrote MLA's response to the proposals and papers and submitted the response to the MAC Chair in mid-January.
 - In her capacity as MLA's representative to the MAC, the Chair attended and participated in the (virtual) MARC Advisory Committee Meetings on January 26-28. During the January 26 meeting, she presented MARC Proposal No. 2021-05, "Renaming Field 348 and Defining New Subfields for Form of Musical Notation in the MARC 21 Bibliographic Format" (<https://www.loc.gov/marc/mac/2021/2021-05.html>) on behalf of the Music Library Association. The Proposal was approved subject to editorial revision (see below).
 - Upon approval of MARC Proposal No. 2021-05, the Chair asked NDMSO to add the code "rdafnm" to the Genre/Form Code and Term Source Codes list in order to support encoding of the RDA Vocabulary Encoding Scheme RDA Form of Musical Notation in MARC field 348. Addition of the code was approved in late February. Note: prior to the publication of MARC Update 32 later this year, MARC Proposal No. 2021-05 will be modified to incorporate the new code.
 - In early March, the Chair submitted her report of the January MAC meetings, as well as of other sessions she would formerly have attended at ALA Midwinter in 2021, to the Chair of the Cataloging and Metadata Committee for eventual publication in the Music Cataloging Bulletin.
 - The Encoding Standards Subcommittee met online on March 15 during the 2021 MLA Annual Meeting. Meeting minutes are currently being drafted by the Chair.
 - In early March, Rebecca Belford pointed out that the definition of \$a (Serial number) in the MARC 383 field (Numeric Designation of a Musical Work) was more restrictive than current cataloging practice, as it was based now out-of-date RDA language. After consultation with John Zagas at NDMSO, the Chair drafted a MARC Fast-Track Proposal to update the MARC 383 field language. After vetting by ESS members and other interested parties, the Chair submitted a slightly revised version of the proposal to NDMSO in mid-April. Approval is pending.

- In late April, Jay Weitz requested feedback from ESS in connection with a MARC discussion paper he had drafted on behalf of OCLC: “Cleaning Up Redundancies Related to Fields 34X in the MARC 21 Bibliographic Format.” The Chair provided feedback and advice via email, and other ESS members provided feedback on the Wiki. The discussion paper has been submitted for consideration at the next MARC Advisory Committee meetings to be held in late June.
 - In early May, Jodi Williamschen requested feedback from MLA on the MARC proposal she was drafting on behalf of NDMSO, “Updates to Definitions in 007/13 for Sound Recordings in the MARC 21 Bibliographic Format,” a follow-up to an earlier discussion paper (2021-DP05). ESS members and other interested parties commented, with the result that preferred definitions and clarification were drafted, vetted, and submitted to Jodi, who incorporated the revised language into the proposal that she submitted for consideration at the MARC Advisory Committee meetings in June.
 - In January 2021, the Metadata for Music Resources (MMR) Task Group, led by Ethan D’Ver, sent out a second call for participation in its usability testing of the MMR website. The TG subsequently made a preliminary analysis of the data received and compiled the key points into a report that was presented at the ESS business meeting in March. In early May, the TG closed the usability testing and plans to undertake a fuller analysis of the data gathered in order to determine if and how the structure of the MMR website should be revised in the near future.
 - In January 2021, the Music Cataloging Inefficiencies (MCI) Task Group, led by Matt Ertz, finalized and distributed its survey of 7 MARC cataloging redundancies; a second call for participation was sent out at the beginning of March. Matt subsequently compiled the data and wrote a (preliminary) report that he presented at the ESS business meeting in mid-March. There was not time, however, for the other members of the TG to evaluate and weigh in on the data; this will need to be done before the TG can determine its next actions and its future. Having ended his term on ESS, Matt has now stepped down from his position as TG leader and member. The Chair is currently in search of a new Task Group leader so that TG can proceed with its work.
- Vocabularies Subcommittee (Rebecca Belford)
 - Types of Composition List Maintenance (TG coordinator: Henry, outgoing; Falk, incoming):
 - Onboarding for new group coordinator
 - Review of proposed terms (currently 5 open)
 - Continue revision project for plural terms

- LC Vocabularies Maintenance (TG coordinator: Adams; in collaboration with B. Iseminger, SACO Music Funnel Coordinator):
 - Continue monthly review of LC Tentative Lists, sending commends to LC when appropriate; route LCSH comments to/from Core SAC when applicable
 - Set of proposed modifications to LC Medium of Performance terms for 4 new and 16 revised gender-specific voice terms appeared on LC tentative list April 2021
 - Discussion of proposals for new/modified LCMPT and LCGFT terms
- Thematic Indexes List [MLATI] Maintenance (TG coordinator: Shockey, outgoing; Churukian, incoming):
 - Onboarding for new group coordinator
 - Received queries for 4 new terms; updated wiki with 2 older requests; requested status updates from LC for 3 open items (still open).
 - Drafted revisions for clarity to CMC website and suggestion form
- MLA Best Practices for LCMPT and LCGFT (TG coordinator: Huismann):
 - Added suggestions for future revisions of the LCMPT and LCGFT Best Practices documents from submissions to the suggestion box, email discussions and relevant organizations to the wiki pages
- Deriving Faceted Music Terms (TG coordinator: Jenkins, outgoing; Belford, incoming; in collaboration with Gary Strawn, programmer, Northwestern University):
 - Requested and received updated documentation from G. Strawn; began review
 - Confirm MARC 348 functionality incorporated into OCLC Music Toolkit
 - Preliminary planning for CMC maintenance of mapping for use outside Connexion
- Administrative
 - Selection and onboarding of new subcommittee members
 - Chair provided report to SAC (ALA Core Subject Analysis Committee) and participated as MLA liaison in the virtual SAC meetings held February 26 and March 19, 2021; reports submitted for MLA distribution.

VI. Implicit Bias Testing Reporting

- Of the 46 members of our administrative structure, 39 (85%) have reported completing the implicit bias requirement.

- We made the MLA President aware of one significant criticism of the requirement that we received. The seven members who have not yet noted completion have been unresponsive to reminders.