I. Report date: May 16, 2023

II. Name of Committee: Cataloging and Metadata Committee

III. Committee Members as of May 2023 (Note: This report spans the appointment cycle. Incoming members marked with a star*; departing members in italics.)

- CMC
  Rebecca Belford (Chair)*, Keith Knop (Content Standards Subcommittee Chair), Ethan D’Ver (Encoding Standards Subcommittee Chair), Janelle West (Vocabularies Subcommittee Chair), Casey Mullin (BIBCO Music Funnel Coordinator), Mark Scharff (NACO-Music Project Coordinator), Leonard Martin (SACO Music Funnel Coordinator), Kristi Bergland (CMC Secretary/Webmaster), Kirk-Evan Billet (MCB Editor), Susan Vita (LC Representative), Jay Weitz (OCLC Representative). Terms completed 2023: Hermine Vermeij (chair); Karen Peters (ESS chair)

- Content Standards Subcommittee

- Encoding Standards Subcommittee
  Members: Ethan D’Ver (Chair)*, Andrea Cawelti*, David Floyd*, Kevin Kishimoto*, Jennifer Olson*, Hermine Vermeij*, Jessica Grimmer, Anna Alfeld LoPrete, Jeff Lyon, Laura Thompson, Damian Iseminger (LC Representative), Jay Weitz (OCLC Representative). Departures 2023: Karen Peters (Chair), Jim Alberts, Ethan D’Ver, Rahni Kennedy

- Vocabularies Subcommittee

IV. Board Action Required

- Budget requests affecting operational needs: Oxygen XML Editor licenses (new); ClassWeb subscription (renewal) (Full budget including travel sent to K. Buehner May 8, 2023.)
- Not rising to BAR level, but we offer a suggestion re implicit bias reporting in section VII.

V. Brief Summary of Activities

- Cataloging and Metadata Committee (Rebecca Belford)
  - Membership
- CMC Chair Hermine Vermeij (2019-2023) and Encoding Standards Subcommittee (ESS) Chair Karen Peters (2019-2023) completed their terms of service. Rebecca Belford completed the one-year Incoming CMC Chair position (2023-2023) and began term as Chair (2023-2025). We welcomed Ethan D’Ver into a new role as ESS Chair (2023-2027).
- The voting members of CMC approved 14 new members for the three subcommittees. The CMC chair sent recommendations to the MLA president and welcomed new members to CMC and its mailing lists and wiki.
- Nine subcommittee members rotated off or resigned; the CMC chair sent letters of acknowledgement to each.

  ○ Administrative
  - Reviewed and voted to approve 2023 revisions (coordinated by H. Vermeij) to CMC Handbook, posted to website.
  - Requested official @musiclibraryassoc.org address for CMC; in continued discussion with MLA web team for stable Google Drive/document storage.
  - With subcommittee chairs, reviewed CMC FAQ page; updated with current information and new web forms for ESS to replace email as contact method.

  ○ Programming and external coordination
  - MLA 2023 business meeting and program summaries were submitted for publication to the Music Cataloging Bulletin and CMC website. Presenters at the CMC-sponsored MLA 2023 program sessions have posted their slides to MLA’s Humanities Commons space.
  - R. Belford continuing overtures to Public Services Committee regarding revision of Music Discovery Requirements document.
  - Sent recommendations for two MLA representatives to the new Library of Congress Genre/Form Terms (LCGFT) Advisory Group

  ○ Linked Data Working Group (LDWG) (Kevin Kishimoto, chair)
  - Following the MLA Annual Meeting in March 2023, MLA Linked Data Working Group (LDWG) membership has increased to 17 members. LDWG meets regularly twice per month. Meetings include discussions, lessons, and working hours on library Linked Data, BIBFRAME, Wikidata, and their applicability to music resources. Some members are working on individual or small-group Wikidata projects, creating structured data about music that can be accessed worldwide via the open Wikidata environment. Through these projects and other LDWG activities, members gain knowledge about and practical experience with Linked Data. LDWG members have also been participating in Linked-Data activities of other organizations, building relationships with non-MLA communities. Looking toward a future in which library metadata will transition away from MARC to another encoding format, LDWG members position themselves as potential valuable leaders in this movement.
  - Kevin Kishimoto (LDWG Chair) has been working with Nancy Lorimer (Stanford) and Damian Iseminger (Library of Congress) on revisions to the Performed
Music Ontology (originally created 2016-2017). Ontology revision work is complete and the small group is working on finding a suitable long-term host for the ontology and devising a sustainable plan for the ontology's maintenance.

- Content Standards Subcommittee (Keith Knop)
  - Meetings and events
    - The Chair attended the first part of the midwinter CC:DA meeting on February 6 as MLA liaison, but was not able to attend the second part on February 10, or secure a substitute, as it coincided with the annual MOUG meeting. Topics of discussion included several MARC discussion papers put forward by the LC MARC Development and Standards Office arguing for a new subfield for unparsed publication data; the general CC:DA attitude mirrored reservations expressed by the Encoding Standards Subcommittee and CMC at large.
    - At the annual MLA meeting, the Chair contributed to the CMC-sponsored session RDA Changes in Theory and Practice on March 3.
    - The annual CSS business meeting took place March 7. In addition to topics from the planned agenda, two possible action items arose from presenter and audience comments in the CMC-sponsored session Improving Representation and Access through Ethical Description: treatment of devised titles containing harmful language and inconsistent treatment of composer/arranger credit for works based on spirituals.
  - RDA Best Practices
    - Beginning with the March 2023 update, the RDA Toolkit has moved to an alternating two-month/four-month update schedule, with the expectation that more substantive changes will occur during the four-month updates. The next update will be sometime in late July.
    - The March 2023 update of the Best Practices consisted only of display issue fixes and behind-the-scenes updates.
    - Two formal task groups were created to manage ongoing updates of the Best Practices and for updates to supplemental documentation.
    - Current topics under discussion for new supplemental guidance include print-on-demand resources, publisher/label for sound recordings, and pasticcio and pasticcio-like works.
  - Other work
    - A discussion paper concerning revisions to the RDA File Type vocabulary to accommodate notated music files has been submitted to CC:DA at the July meeting.
    - A second discussion paper outlining proposed new RDA elements for serial, opus, and thematic index numbers for expressions of musical works (to mirror the existing elements for works themselves) is being drafted, to be submitted to CC:DA by June 14. This topic was suggested by work of the Encoding Standards Subcommittee.
    - Technical documentation is under development to support future CSS chairs and CMC webmasters working in the Toolkit and with related resources.
• Encoding Standards Subcommittee (Ethan D'Ver)
  o From January 31 to February 2, former Chair Karen Peters attended and participated in the virtual midwinter MARC Advisory Committee (MAC) meeting in her capacity as MLA representative to MAC, during which she presented MARC Proposal 2023-02, which was passed. This paper, drafted by ESS and co-sponsored by OLAC, concerned adding subfield $3 (Materials specified) to field 041 (Language code). A summary of the meeting’s business was submitted to the CMC Chair.
  o Around February 17, the Network Development and MARC Standards Office (NDMSO) of the Library of Congress published a correction to MARC field 384 per ESS’s request in October for an editorial change.
  o On March 3, the former Chair presented on MARC updates and other encoding standards topics at the CMC Town Hall session at the MLA 2023 Annual Meeting.
  o On March 7, ESS held a virtual business meeting, for which minutes have been submitted to the CMC Chair. Upon the conclusion of the meeting, Karen Peters officially finished her term as Chair and passed leadership of the Subcommittee over to the current Chair.
  o Janice Bunker was appointed ESS representative to VS’s Task Group for Deriving Faceted Music Terms.
  o In late March and April, based on topics which came up at the MLA 2023 Annual Meeting, the Chair drafted two MARC Discussion Papers, one having to do with suppressing display of former devised titles with harmful language, and the other with accommodating numeric designations of musical expressions. ESS and CMC reviewed the drafts of the papers; after making the appropriate revisions, the Chair submitted the Discussion Papers to John Zagas of NDMSO on May 1 for consideration at the next MAC meeting on June 28-29.
  o After completing a batch of revisions in the previous quarter, the Metadata for Music Resources (MMR) Task Group prepared for the transition of its membership. The Task Group’s members are now: Jeff Lyon (leader), Jessica Grimmer (new member), Anna LoPrete, and Laura Thompson.

• Vocabularies Subcommittee (Janelle West)
  o Types of Composition List task group (P. Falk, TG coordinator):
    ■ Two active proposals
    ■ Plurals project: Second phase of non-preferred/variant type terms sent to the CMC webmaster for addition to the list; final group of terms under discussion
  o LC Vocabularies Maintenance task group (I. Kaproth-Joslin, TG coordinator, in collaboration with L. Martin, SACO Music Funnel Coordinator):
    ■ Monthly review of LC SACO Tentative Lists; comments sent to LC when appropriate. Typically, responses are sent on multiple terms each month.
    ■ Develop or submit LC medium and genre/form proposals (LCMPT/LCGFT) gleaned from LC’s new LCSH proposals or MLA-based sources.
      • Under review: Viol ensemble; Liturgical terms related to chant; Hymns scope
- Under LC review: Sample Albums (Sound recordings) (revised LCGFT); gralla (revised LCMPT); Avant garde (Music) (revised LCSH); Simplified editions (Music) (revised LCGFT); African American wit and humor (revised LCSH)
- Tentative (2304): African Americans ǂv Songs and music (revised LCSH); Blackface entertainers (revised LCSH); Blackface minstrel shows (new LCSH & LCGFT); Blackface minstrel music (new LCSH & LCGFT); Minstrels (revised LCSH); Minstrel music (revised LCSH & LCGFT); Minstrel shows (revised LCSH & LCGFT)
- Approved by LC: song bells (new LCMPT); xylophone (revised LCMPT); actor (revised LCMPT); speaker (revised LCMPT); Experimental music (new LCGFT); Mixtapes (new LCGFT, revised LCSH)

○ Thematic Indexes List [MLATI] task group (A. Churukian, coordinator):
  ■ Four active proposals
  ■ Updated: Bach, W.F. (Wollny)
○ Deriving Faceted Music Terms task group (J. West, TG coordinator, in collaboration with Gary Strawn, programmer, Northwestern University):
  ■ In progress: Updating LCSH, LCMPT, and LCGFT mappings for 2022
  ■ Task group met to orient new members and discuss projects for 2023
○ MLA Best Practices for LCMPT and LCGFT task group (M. Huismann, TG coordinator)
  ■ BP for LCMPT: Updated BPs published on CMC website March 2023
  ■ BP for LCGFT: In progress; compiling additions and revisions; revising to begin in June 2023
○ LC Vocabularies ad hoc task group (J. West, TG coordinator)
  ■ The completed survey is in the approval process, and the coordinator is awaiting feedback before reconvening the task group
○ Administrative/Chair (J. West)
  ■ Selection and onboarding of new subcommittee members
  ■ Meetings with individual coordinators and task groups as appropriate

VI. Alignment with the 2022-2030 Strategic Plan Directions
- Mission Statement:
  o provide leadership for the collection and preservation of music of all kinds and information about music in libraries and archives;
  o develop and deliver programs that promote continuing education and professional development for information professionals who work with music materials and provide or support access to music research;
  o ensure and enhance intellectual access to music for all by contributing to the development and revision of national and international standards and vocabularies for the description, organization, and retrieval of music information;
- Goal area 1: Organize Strategically
  o Objective 1.6: Develop a publishing strategy for MLA that defines the roles of official publishing outlets, including open access. Consider a plan that deliberately shifts MLA’s publishing toward open access over time. Support and enhance open access publishing
for music disciplines by developing bibliographies of open access projects and initiatives and developing information and support for open access projects undertaken by MLA members

- **Goal Area 2: Develop and Retain Membership,**
  - Objective 2.4: Support individuals involved with various disciplines within an organization that also includes aspects of music librarianship, including, but not limited to, members of the Association
  - Objective 2.6: Promote MLA as being an Association that will advocate for our profession, our members, our users, our institutions and for diversity. Prioritize the visibility and awareness of advocacy efforts

- **Goal Area 3: Cultivate Inclusivity**
  - Objective 3.4: Reflect DEIA principles in MLA’s leadership, membership, core values, mission, strategies, and operations. Devote resources to clarifying and strengthening the “E” and “I” in DEIA
  - Objective 3.5: Prioritize accessibility at all MLA events, in-person and virtual, and in all MLA virtual spaces

- **Goal Area 4: Strengthen Communication**
  - Objective 4.4: Promote the professional contributions made by members in service to either the Association or the profession as a whole
  - Objective 4.5: Participate in the community of music librarianship existing outside of MLA

VII. Implicit Bias Testing Reporting

- 50 out of 53 individuals in the CMC structure confirm completing implicit bias or similar testing/training in the past year
- We urge the Board to coordinate centralized reporting for this requirement, or to explicitly build this into the committee/subcommittee appointment process (i.e., by accepting an appointment, MLA members affirm they will complete the requirement with no further reporting required).