The quarterly reports of the Z39 subcommittees follow:

SC/1 - Program - Chairman, Harold Oatfield (503 659-8364)

A new subcommittee (35) to establish standards for advertising microform publications has been formed under the chairmanship of Carl M. Spaulding, Council on Library Resources. Members of the subcommittee serving with him include: Paul Ferster, Research Publications, Inc.; Jeffrey Heynen, Redgrave Information Resources; Stevens Rice, University Microfilms; Anna K. Stuliglowa, Cornell University Libraries; and Allen Veaner, Stanford University Libraries. An organizational meeting is scheduled to be held during the ALA Midwinter Meeting.


Subcommittee 2 reports no activity for this quarter.

SC/3 - Periodical Title Abbreviations - Chairman, James L. Wood, Chemical Abstracts Service (614 422-6356)

Z39 recently recommended that ANSI approve the ISO/TC 46 Draft International Standard 833, International List of Periodical Title Word Abbreviations. This draft is a revision of ISO/R833-1968, Abbreviations of Generic Names in Titles of Periodicals, and is based on the rules for abbreviating as specified in ISO 4, International Code for the Abbreviation of Titles of Periodicals. DIS 833 was obtained by merging the changes and additions suggested by ICSU-AB member services to the Z39 NCPTWA (National Clearinghouse for Periodical Title Word Abbreviations) list, along with the word abbreviations contained in ISO/R833-1968. It reflects as far as possible the forms of abbreviation used by the English, French, German and Russian languages.
SC/4 - Bibliographic References - Chairman, Ellis Mount, Columbia University Engineering Library (212 280-2976)

A meeting of the subcommittee was held in November at which time certain basic portions of a standard (purpose, scope and types of format to use) were agreed upon. Members are now preparing drafts for the types of literature they agreed to study, making use of source materials gathered from other standards already in existence. The next meeting is tentatively set for February 1973, at which time all drafts are to have been completed and exchanged among committee members for comments.

SC/5 - Transliteration - Chairman, Jerrold Orne, University of North Carolina, School of Library Science (919 933-1327)

Hebrew and Yiddish - Chairman, Herbert C. Zafren, Hebrew Union College-Jewish Institute of Religion (513 221-1875)

The subcommittee completed its work on a draft standard for the Romanization of Hebrew; it was sent for comment on December 18, 1972 to all Z39 representatives, alternates and subcommittee chairmen, with a closing date of February 19th. Copies of the draft may be obtained from Standards Committee Z39, Manning Hall, Room 305, University of North Carolina, Chapel Hill, NC 27514.

Work on the Romanization of Yiddish is being held in abeyance pending the initial reports on the work on Hebrew.


The American National Standards for the Romanization of Japanese, Z39.11-1972, and the Romanization of Arabic, Z39.12-1972, were published by ANSI in November 1972 and are available directly from ANSI, 1430 Broadway, New York, NY 10018. Z39 Representatives and Alternates are entitled to a complimentary copy; they should send their request for them directly to ANSI to the attention of Marie Hogsett.

SC/6 - Abstracts - Chairman, Ben H. Weil, Esso Research and Engineering Company (201 474-2030)

The Chairman of SC 6 attended the meeting of ISO/TC 46 at The Hague to complete work on the Draft ISO Standard on Abstracts, which had been voted on favorably last summer by the member nations represented in TC 46. The Draft ISO Standard was accepted at the TC 46 Plenary Session and will be sent on to the ISO Central Secretariat after some examples more suitable in French are added to the French-language version. The international standard closely resembles the ANSI Standard for Writing Abstracts, Z39.14-1971.


ANSI has notified Z39 that the ANS for Library Statistics, Z39.7-1968, needs to be revised, reaffirmed or withdrawn before the end of 1973, per the regulations of their mandatory five-year review. Frank L. Schick, Chairman of the original Subcommittee 7, is currently reviewing the standard to see what action will be needed.
The corrected proofs for the proposed ANS for Proof Corrections were received in December 1972 and the proposal will be submitted to the membership with a letter ballot in the first quarter of 1973.

Ben Weil attended, as the U.S. representative for SC 9, the meeting of TC 46 in September and reports that there was insufficient time to review the final draft of SC 9 of the Specialized Vocabulary of Information Dissemination (being prepared for Chapter 4 of the forthcoming ISO Vocabulary of Documentation). This final draft was also circulated to Z39 members for information during the quarter; comments on the draft were received and noted. They will be incorporated in any future revision sent to TC 46. Work on revising the hierarchical arrangement of terms continues and will be submitted to TC 46 in time for their next meeting. On its completion, SC 9 will go into suspense until TC 46 produces a complete vocabulary for review.

The revised draft of Z39.1-1967, taking into consideration the various suggestions made by more than 20 representatives of Z39 members, is now in the hands of the subcommittee for their approval prior to submitting it for final vote by Z39 early in 1973.

The subcommittee chairman has completed the survey undertaken to ascertain the need for revision of Z39.4-1968, the ANS Basic Criteria for Indexes. The majority of those consulted (members of the original subcommittee, Z39 subcommittee chairmen and others interested in this area) felt that revision was not necessary at this time. There was some feeling, however, that the standard could be expanded. The final decision has not yet been made.

Plans are underway to reorganize the Binding Subcommittee, which was suspended in 1969.

The proposed ANS for International Standard Book Numbering was approved by Z39 during the recent voting period and final editorial changes are being made in anticipation of submittal to CNLA and ANSI.
Comments on Draft No. 5, circulated August-October 1972, were reviewed at a meeting in Washington, D.C. on December 15th. The resulting draft will be submitted to Z39 members early in 1973 for final approval.

SC/24 - Report Literature Format - Chairman, Parmely Daniels (703 692-0343)

The proposed ANS for Scientific and Technical Reports--Format and Production was approved by CNLA and forwarded to ANSI on December 12, 1972, for appropriate action. ANSI has designated it Z39.18 and reports that the public review announcement will appear in the near future.

SC/25 - Thesaurus Rules and Conventions - Chairman, Frank Y. Speight, American Welding Society (305 642-7090)

At a meeting on November 3, the subcommittee completed its work on the proposed ANS Guidelines for Thesaurus Structure, Construction and Use. The two negative votes resulting from the recent voting have been resolved and the final voting record is: 40 Yes, 4 Abstained and 2 Did Not Reply. The standard will be sent to CNLA and ANSI for action in early 1973.


The American National Standard for the Preparation of Scientific Papers for Written or Oral Presentation, Z39.16-1972, was published by ANSI in October 1972, at $3.50 per copy. Representatives and Alternates of member organizations are entitled to a complimentary copy, which they must request directly from the ANSI-Z39 liaison officer Marie Hogsett.

SC/27 - Identification Codes for Countries, Languages, Publishers, Areas and Dates - Chairman, Patricía F. Parker, The Library of Congress (202 426-5126)

SC 27 held a meeting in October at which the members were informed of the results of the ISO/TC 46/WG 2 meeting in September at The Hague. The SC 27 meeting had originally been called to review the comments received from Z39 on the second draft of the proposed national country code standard. After learning of the progress made by TC 46/WG 2 on the proposed international country code standard, it was decided to postpone any further work on the SC 27 second draft until it is determined (in the Spring) if the TC 46/WG 2 document will be approved. In the meantime, SC 27 is preparing comments and recommendations to send to WG 2 on their proposal, hoping to improve the compatibility we have worked to maintain between the two efforts. If the basic differences can be satisfactorily resolved, SC 27 will issue a third draft for comment which will reflect the combined effort to satisfy the majority of requirements.
Mailings of the ANSI brochure describing Z39 standards have continued via Z39 Representatives to their parent organizations. Yoeman service has been rendered this quarter by the National Academy of Sciences and the Library of Congress. Representatives who have not yet made an effort to acquaint their society with Z39 activity in this way are urgently requested to get with it! Supplies of the brochure may be obtained from the Z39 Office.

Work on the code for music industry products continued primarily on the international level. ISO/TC 46 Working Group 1 met at The Hague in September and Mr. Schonberg chaired the discussion on the ISRN (International Standard Recording Number). Discussions since the last meeting of WG 1 in April 1971 had shown that this numbering system should apply not only to music but to all sound recording and to some audio visual material, as organizations and persons which are not part of the music industry require a numbering system for the various kinds of records they produce. WG 1 agreed that a standard should be drafted which could apply to all kinds of recordings, but in the first stage the work should concentrate on sound recordings commercially produced. The title of the proposed standard was changed from Music Industry Code (MIC) to International Standard Recording Number (ISRN). The draft standard submitted by Z39 provided the basis for discussion and the structure of the number proposed in the draft was accepted. Each number will consist of 10 digits, including a check digit, calculated on modulus 11 in conformity with ISSN and ISBN systems. The first field would identify the carrier, e.g., 33 RPM LP disc; the second field, the label, i.e., the trademark, tradename or other registered name; and the third field, the item number, a unique number that identifies a record or set of records within a label, followed by the check digit. So far only 20% of the numbers in the first field have been assigned, leaving ample room to cover other forms of recordings. A revised draft is being prepared by several members of the working group and will be circulated for comment.

SC 32 met on October 24 at the National Science Foundation and considered the many comments received concerning the Technical Report Numbering standard circulated for comment in July 1972. Some changes were made in the proposed standard, notably, the addition of examples and some editorial changes made for the sake of clarity. A few minor problems must still be cleared up before the standard can be circulated for a vote. It is expected that the proposed standard will be ready for circulation within the next month or so.
Two meetings were held during the last quarter--September 8 and November 17. Discussions were continued concerning microfiche headers and the proposal from South Africa on the same topic was studied. The committee's draft now is to be reviewed for conformity with the ANSI Style Manual before submission through normal channels. Discussions were begun concerning headers for microfilm containers.

No activity was reported for the quarter.

SC/32 - Advertising Microform Publications - Chairman, Carl M. Spaulding, Council on Library Resources (202 296-4757)

See the SC 1 report for information on the organization of this new subcommittee.

IEEE PROPOSED STANDARD

The proposed ANS Recommended Practice for Units in Published Scientific and Technical Work was approved by the Z39 membership during the voting period which ended on October 11, 1972. The final tally was: 34 Yes, 2 No, 7 Abstain, and 7 Did not reply. The proposal, which was designated Z39.17 by ANSI, was announced for public review by ANSI in November. This review will end on January 12, 1973. Comments received during this review will be considered and the final proposal will then be forwarded to CNLA and ANSI for appropriate action.

MEMBERSHIP NOTES

Dr. Carol Nemeyer of the Association of American Publishers has been named as the Representative of AAP to Z39, succeeding Robert W. Frase.

Fred Blum of the Catholic University of America Libraries has succeeded Mrs. Alice Sheftel as the American Library Association Representative to Z39; he also serves as the Alternate Representative of the Music Library Association.

As of January 1, 1973, Miss Margaret R. Fox, Chief of the Office of Computer Information of the National Bureau of Standards, will succeed Mrs. Madeline B. Henderson as the representative of the Bureau's Center for Computer Sciences and Technology.

The Association of Scientific Information Dissemination Centers (ASIDIC) was recently admitted to membership on Standards Committee Z39. The Association, which is composed of 64 information centers representing industry, government and academia in the U.S., Canada, Europe, Israel and South Africa, will be represented by Margaret K. Park, Computer Center, University of Georgia.
14TH PLENARY MEETING OF ISO TECHNICAL COMMITTEE 46: DOCUMENTATION

The 14th Plenary Meeting of ISO/TC 46 was held at The Hague from September 26 to October 6, 1972. More than 80 delegates from nineteen countries and representatives and observers from more than twelve international organizations attended. The USA-Z39 delegation consisted of Jerrold Orne, Henriette D. Avram, R. W. Bemer, Ethan Hurd, Emery Koltay, Kenneth C. Schonberg, Ben H. Weil and Harry S. White, Jr. Also attending for the USA were Harold J. Fromm, L.O. Kruger, D. Avedon and Charles LaHood, representing ANSI Standards Committee PH5, Photographic Reproduction of Documents, to cover the work of Subcommittee 1 of TC 46, Documentary Reproduction.

Brief reports on the actions of some of the various subcommittees and working groups follow:

Subcommittee 2: Conversion of Languages

The initial meeting of SC 2 centered on the conflicting series of tasks for this subcommittee. It was finally agreed that the problems of conversion for any language would have to be considered on at least three levels, i.e.,

1) A complete or perfect conversion table, including all diacritic letters and combinations of letters; such a conversion would be completely reversible.

2) A second system of conversion, with fewer diacritics, but still readable and understandable, not necessarily for machine application and not completely reversible. This level of conversion might serve the needs of manual library or documentation systems.

3) The third level conversion system, which could be called the popular system, would be usually without diacritics, not reversible and would require full understanding of the language for use.

This discussion then led to an extended consideration of a fourth type of conversion system, designed specifically for information interchange, discounting entirely the concept of reversibility and accepting the concept of Roman letters as a basis without attributing those letters to any single family of languages. It was agreed that, because of the urgency of establishing conversion systems for information interchange, SC 2 should give its first attention to this fourth type and that it should propose a short series of such conversion systems. The need for varying levels of conversion systems to meet the needs and capacities of various users, especially those in less developed countries, was stressed. As a result the Secretariat has asked each member country of SC 2 to forward to the Secretariat its views on the priorities it wishes the Subcommittee to follow.

With reference to specific systems, Subcommittee 2:

1) resolved that the Romanization of Japanese, document ISO/TC 46/SC 2 25 E, based on the Hepburn system, be circulated for voting to SC 2 members. This decision followed a discussion of the advantages and disadvantages of both the Hepburn and Kunreisiki systems.
2) decided that a proposal for 'An Ideographic Writing System for the Whole Mankind' was outside the scope of SC 2 and that, because of a possible broader interest, should be submitted to all P and O members of TC 46 for comment, and

3) resolved that draft systems for the mechanized treatment of Hebrew Yiddish and Arabic for information interchange be sent for comment to all members.

Subcommittee 4: Automation in Documentation

More than twenty representatives attended the SC 4 meetings; the scope of this new subcommittee (formerly Working Group 4) was agreed upon as follows: 'Standardization of techniques related to automation in the field of library word and documentation.' The three Working Groups which were established at the Lisbon meeting met at this time.

The USA (ANSI and Z39) agreed to accept the Secretariat for WG 1, entitled 'Character Sets for Documentation and Bibliographic Use.' The tasks for WG 1 are:

a) to define character sets for bibliographic use and act as liaison body with ISO/TC 97/SC 2 and any other groups within TC 46 dealing with these matters and with the UNTSIST/ICSU-AB Working Group on Bibliographic Descriptions.

b) specify for various input devices character subsets required for bibliographic purposes and act as liaison body with ISO/TC 95/SC 14.

c) act as liaison body with ISO/TC 97/SC 3 informing them of the requirements on OCR characters for bibliographic purposes.

Working Group 2, entitled 'Bibliographic Content Designators,' was assigned to 'standardize filing arrangements for catalogues and other bibliographic listings.' The United Kingdom will hold the Secretariat for WG 2.

Working Group 3, entitled 'Bibliographic Filing Arrangements,' was asked to 'standardize filing arrangement for catalogues and other bibliographic listings.' The Netherlands will hold the Secretariat for WG 3.

Draft International Standard DIS 2709, 'Bibliographic Information Interchange--Format for Magnetic Tape Recordings,' was circulated for approval by TC 46 early in 1972, with the following results:

22 Approval (with editorial comments from four countries)

1 Disapproval (Czechoslovakia)

0 Abstentions

The editorial comments were studied at this meeting and a proposal for editorial changes was prepared. The approved standard will be sent to the ISO Central Secretariat for publication.
Working Group 1: ISBN, ISSN and ISRN

The International Agency for ISBN has been established at Staatsbibliothek in Berlin. An advisory panel of WG 1 members has been preparing an ISBN manual and a promotional pamphlet to encourage the use of ISBN in countries which have not yet adopted the system. Members of WG 1 reported that, in spite of some problems, the system was working quite satisfactorily.

The first draft proposal for ISSN was discussed and amended. The revised version will be sent to the ISO Central Secretariat for circulation and voting. The standard only outlines the requirements of the ISSN. Since the 13th Plenary Meeting of TC 46 in Lisbon, the International Center has been established in Paris and is preparing guidelines for the ISSN system.

(See the SC 31 report for activities relating to the ISRN.)

Working Group 2: Country Codes

The meetings were devoted to the establishment of a code for the representation of names of countries. The final document, which was presented to the Plenary Session as a Draft International Standard, reflects the need for a universally acceptable code for the representation of country names. An effort was made to incorporate existing, widely used codes, without being bound by any one of them. During the sessions a list of principles for the inclusion of entities was established and a list of entities was approved as the basis for further work of the group in assigning codes, preparing scope notes, etc. Two codes of 3-unit length, one numeric and one alphabetic, were designed. In addition, a 2-unit alphabetic code, derived essentially from the 3-letter code, was provided for those who preferred a shorter code. Guidelines for users were developed, and it was agreed that the task of finding a suitable organization to handle and finance a maintenance authority remained with ISO.

WG 3: Terminology

The main items discussed during the WG 3 meeting were;

1) Coordination of the terminology work of international organizations, and
2) Two documents on general terms of information and documentation from the fields of linguistics, terminology, communication science and data processing. These documents were revised, combined and approved, and the resulting document will be submitted to members of TC 46 for approval as a draft proposal.

WG 5: Guidelines for Thesauri

The Working Group agreed to submit the Draft International Standard DIS 2788, "Guidelines for the Establishment and Development of Monolingual Thesauri for Information Retrieval," to TC 46 members for voting. Other items on the agenda included Basic rules for the translation of thesauri and Guidelines for the establishment of multilingual scientific and technical thesauri for information retrieval. The WG set up a task force to collate and analyze existing rules and procedures relating to these topics and a working document will be submitted in less than a year for study and discussion.
Two new Working Groups were established to cover related agenda items at the 14th Plenary Meeting. Working Group 6, entitled Bibliographic Descriptions, was organized to cover the follow items: Alphabetical Arrangement, Bibliographic References for Patents, International Standard Bibliographic Description, the revision of ISO R77, Bibliographic References. Essential Elements, and ISO R690, Bibliographical References. Essential and Supplementary Elements, Bibliographic References for Microfiche Headers, and Documentation Cards.

Working Group 7, entitled Presentation of Publications, was organized to cover work in these areas: Contents Pages in Periodicals, Layout of Periodicals, Presentation of Translations, Short Contents List of Periodicals, Bibliographic Strip, Presentation of Contributions to Periodicals, Scientific and Technical Reports and Technical Manuals and Handbooks.