



American National Standards Institute, Inc., Standards Committee Z39 on Library Work, Documentation, and Related Publishing Practices, sponsored by Council of National Library Associations, to develop standards for concepts, definitions, terminology, letters and signs, practices, and methods in the fields of library work, in the preparation and utilization of documents, and in those aspects of publishing that affect library methods and use.

July 1976

FROM: Standards Committee Z39
c/o Deborah Bodner
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QUARTERLY REPORTS
(April-June 1976)

SC/1 - Program - Chairman, Jerrold Orne, School of Library Science
University of North Carolina, Chapel Hill, NC 27514 (919 933-1327)

No activity was reported this quarter.

SC/2 - Machine Input Records - Henriette D. Avram, Special Assistant for
Network Development, The Library of Congress, Washington, DC 20540

Comments were received on the proposal distributed for a subrecord technique for the interchange of machine-readable bibliographic records. Most of the comments were positive. The Subcommittee met on May 28, 1976 to discuss the comments. Mrs. Avram briefed the Subcommittee on the meetings she attended at the International Organization for Standardization (ISO) TC 46 Plenary Session held May 3-7, 1976 in Brussels, in particular those meetings concerning the international counterpart of ANSI Z39.2-1971, ISO 2709. (See ISO/TC46 News for brief reports of the meetings attended by the U.S. delegation.)

Based on the direction that the recommended changes are being made to ISO 2709 regarding subrecord techniques, the Subcommittee decided to document a second proposal for a possible technique for dynamic definition of the directory entry length in ANSI Z39.2-1971. The proposal is currently being reviewed by the Z39 Committee. The Subcommittee is asking that if the technique is considered desirable, individuals commenting on it should give examples of how the technique would be used in their situation.

- SC/4 - Bibliographic References - Chairman, Ellis Mount, Engineering Library
Columbia University, New York, NY 10027 (212 280-3888 and 280-4356)

During this quarter the number of negative votes on the proposed American National Standard for Bibliographic References was reduced to one. Final corrections were made on the proposal, which was then submitted to the Z39 Office for the commencement of its review by the proper authorities. Work to make the abridged version match the style of the full version is well underway, and a likely journal in which to print the abridge version is being sought.

- SC/5 - Transliteration - Chairman, Jerrold Orne, School of Library Science,
University of North Carolina, Chapel Hill, NC 27514 (919 933-1327)

Slavic Cyrillic - Chairman, Jerrold Orne, School of Library Science,
University of North Carolina, Chapel Hill, NC 27514 (919 933-1327)

No activity was reported this quarter.

Yiddish - Chairman, Herbert C. Zafren, Hebrew Union College - Jewish
Institute of Religion, 3101 Clifton Avenue, Cincinnati, OH 45220
(513 221-1875)

A substantial part of the draft is currently being reviewed by the Subcommittee. Work continues on the rest of the draft.

- SC/7 - Library Statistics - Chairman, Frank Schick, Library Surveys Branch,
National Center for Educational Statistics, U.S. Office of Education,
400 Maryland Avenue, Washington, DC 20202 (202 245-8638)

Work continues on the Glossary of Library Statistics Terminology which is the basic input for the revision of Z39.7-1968. It is anticipated that the Glossary will be completed by mid-summer.

- SC/10 - Periodicals: Format and Arrangement - Chairman, Edward J. Huth,
Annals of Internal Medicine, 4200 Pine Street, Philadelphia, PA 19104
(215 243-1200)

Work continues within the Subcommittee on the final draft of the revision of Z39.1.

- SC/12 - Indexing - Chairman, E. H. Brenner, American Petroleum Institute,
275 Madison Avenue, New York, NY 10016 (212 685-6253)

The Chairman reported no activity this quarter.

- SC/18 - Book Publishing Statistics - Chairman, Carol A. Nemeyer, Association
of American Publishers, One Park Avenue, New York, NY 10016
(212 689-8920)

The revised proposed American National Standard for Compiling Book Publishing Statistics was voted on by the Z39 Committee during April and May. Efforts are now being made to resolve the negative vote.

SC/29 - Publicity and Promotion - Chairman, R. E. Utman, Princeton University Library, P.O. Box 200, Princeton, NJ 08540 (609 425-3271)

No activity was reported this quarter.

SC/30 - Standard Account Numbers - Chairman, Russell Reynolds, National Association of College Stores, 528 E. Lorain Street, Oberlin, OH 44074 (216 775-1561)

Experimental store numbers have been assigned to the members of the American Booksellers Association. The National Association of College Stores will adapt their current store numbers to the SAN and notify their membership.

SC/33 - Bibliographic Entries for Microfiche Headers and Roll Microfilm Containers - Chairman, Joseph H. Howard, Processing Department, The Library of Congress, Washington, DC 20540 (202 426-5302)

The Chairman reported no activity this quarter.

SC/34 - Journal Articles Citations - Chairman, John E. Creps, Engineering Index, 345 East 47th Street, New York, NY 10017 (212 752-6800)

At the recommendation of the Z39 Committee the existing proposed American National Standard for the Code Identification of Serial Articles was withdrawn from further consideration by ANSI, and the original Subcommittee was disbanded.

A new Subcommittee, under the chairmanship of John Creps, has been organized. Its members include Charles Costakos, Chemical Abstracts; E.K. Gannett, IEEE; Margaret Park, University of Georgia; Dorothy Pearson, Princeton University Library; Joseph Price, the Library of Congress; and E. Steven Rice, University Microfilms International.

SC/36 - Standard Order Form - Chairman, Jennifer Magnus, Order Division The Library of Congress, Washington, DC 20540 (202 426-5361)

The Chairman made a brief presentation on the Standard Order Form at the Special Libraries Association conference in June. Resolution of the negative votes and comments on the proposed standard is in progress.

SC/37 - Microform Publishing Statistics - CO-Chairmen, Robert W. Frase, National Commission on New Technological Uses of Copyrighted Works, (CONTU), Washington, DC 20558 (202 557-0996) and Robert Sullivan, Order Division, The Library of Congress, Washington, DC 20540 (202 426-5361)

Draft #3 of the proposed standard for Compiling Microform Publishing Statistics was mailed to the members and guests of SC/37 in mid-June. Suggested corrections or changes received will be incorporated into Draft #4 which will serve as the basis for a meeting at the Library of Congress in August.

- SC/38 - Scientific and Technical Translations - Chairman, Kenneth L. Wiggins, U.S. Joint Publications Research Service, 100 North Glebe Road, Arlington, VA 22201 (703 841-1056)

The proposed American National Standard for Scientific and Technical Translations was approved by CNLA and is now pending with the Board of Standards Review at ANSI.

- SC/39 - Synoptics - Chairman, Gordon L. Dugger, Applied Physics Laboratory, Johns Hopkins University, 8621 Georgia Avenue, Silver Spring, MD 20910 (301 953-7100, Ext. 7462)

The draft standard on Synoptics was circulated to the Z39 Committee for comment in June. To date the comments received have been favorable. It is anticipated that a proposed standard will be submitted for a vote in the Fall.

- SC/40 - Reporting Serial Holdings - Chairman, Glyn Evans, The Library, State University of New York, 99 Washington Avenue, Albany, NY 12210 (518 474-1430 or 474-1436)

The Subcommittee continued to meet during this quarter. The Chairman is preparing a first draft of the standard, consolidating the latest decisions of the subcommittee, for discussion at its meeting in July. This first draft is preliminary for internal discussion purposes only.

- SC/41 - Book Spine Layout - Chairman, E.A. Burke, John Wiley & Sons, Inc. 605 Third Avenue, New York, NY 10016 (212 867-9800)

Two more members have been invited to serve on this subcommittee: Edward Butler, John Wiley; and Sandy Paul, Random House.

- SC/42 - Serial Claim Forms - Chairman, Lois Upham, Wilson Library S33. University of Minnesota, Minneapolis, MN 55455 (612 373-4559)

As a result of the notices about this new subcommittee which appeared in Title Varies, LCIB and LJ Hotline, the subcommittee has received some suggestions, a few complaints, and an incredible array of claim forms.

The subcommittee met on May 5th at Hennepin County Library. In addition to the five subcommittee members, Emma Montgomery from the Library of Congress joined us as a guest/consultant. The main order of the day was to look over some of the samples we had already received at that time and, if possible, to at least arrive at a consensus about the data elements we wanted to appear upon the form. The matters of size, number of copies, design, etc. would be considered at later dates. We did manage to arrive at the items we wished to include and upon their sequence.

The subcommittee plans to meet again at A.L.A. and in preparation for that meeting a summary of the conclusions from May 5th are being mailed to members (and our guest). We are hoping to get out a draft for comment by late summer.

SC/43 - Bibliographic Code Design - Chairman, Andrew Uszak, R. R. Bowker Co.,
1180 Avenue of the Americas, New York, NY 10036 (212 764-2792)

No activity was reported this quarter.

SC/44 - Newspaper and Journal Publishing Statistics - Chairman, William Lofquist,
Office of Business Research and Analysis, U.S. Department of Commerce,
Washington, DC 20230

No activity was reported this quarter.

MEMBERSHIP

Two new organizations have joined Z39: The American Psychological Association, represented by Anita de Vivo, Executive Editor of the APA Journals; and the Ohio College Library Center, represented by James Rush, Director of Research and Development. Mrs. Ann Ekstrom, of OCLC, will serve as the alternate.

Mrs. E. T. Jensen has been named as the Alternate from the Church and Synagogue Library Association.

Mr. Robert Henderson, the new Chairman of the Council of National Library Associations, is their new Representative. He succeeds Mr. Lynniel Moore.

Mr. Maxwell Christopher of the National Bureau of Standards has been named as their Alternate.

ANNUAL MEETING

The Annual Meeting of Z39 was held on April 16, 1976 at the Library of Congress, Washington, DC. Minutes of the meeting are available upon request to the Z39 Office.

NEW BROCHURES

ANSI recently published a revised edition of their brochure on Z39 standards. If you would like copies for distribution within your organization, please contact the Z39 Office, School of Library Science, University of North Carolina, Chapel Hill, NC 27514.

ISO/TC 46 NEWS

ISO Technical Committee 46 held its 16th Plenary meeting in Brussels, May 3-7, 1976. The U.S. delegation consisted of Jerrold Orne, Head, Ben H. Weil, Henriette D. Avram, Lucia Rather and Emery Kultay. The following are brief reports on some of the meetings attended by member of the U.S. delegation.

1. IFLA Working Group on Content Designators. (Henriette Avram, Lucia Rather)
We arrived at this meeting with a second Provisional Draft of the UNIMARC format, but with major problems in the areas of headings, linking fields, and the use of the fill character. During the three days of this meeting, all these areas were resolved and the UNIMARC format (for book material) can now be published as soon as LC prepares the new draft. The UNIMARC format is somewhat more complex

than the U.S. MARC format. These complexities are the residue of many additional complexities proposed by the European members who feel that the U.S. MARC format does not include enough content designator information for the full realization of the manipulation possible with machine-readable data. This is in direct contradiction to what exists in the United States MARC community. Upon analysis it is our view that internationally the Library of Congress is dealing with major libraries and bibliographies who, like LC, are taking care of the requirements of a large research library as well as their national commitments. (Note: a national commitment implies multiple users and uses. In the United States MARC community we are dealing with the users and the major aims at simplification seem to come from OCLC affiliated groups using a system geared primarily to producing catalog cards.) It should be noted that we (the U.S. representatives), aided by the Canadian representative, kept these complexities to the minimum possible and tried to ensure that those that were included could be handled through a translation program without further manual editing. The significance of the completion of UNIMARC is that it should be an important factor in our being able to accept machine-readable cataloging from the major European countries. We have agreement on the format, on the character sets, and on the bibliographic description portion of the record. What is missing is agreement on the rules for choice and form of heading.

It was a great day for all members of the UNIMARC Working Group. A significant achievement, one might say a dream, had been realized.

2. ISO/TC 46/Subcommittee 4/Working Group 1, Character Sets. The ISO Working Group on Character Sets met on Tuesday, May 4 under the chairmanship of Mrs. Henriette Avram. The draft proposals on Extended Latin, Extended Cyrillic and Greek, and comments from the various national standards bodies were reviewed and the character sets amended to reflect these suggestions. The proposals of the British Standards Institute to completely redo the Latin alphabet set by placing the diacritics, special characters, and punctuation in different sets was rejected. These three sets will now be circulated for comment as Draft International Standards. The African set was approved for circulation as a Draft Proposal. The Math Set was returned for further modification.

3. ISO/TC 46/Subcommittee 4/Working Group 3, Filing. This group reviewed a set of seven basic filing principles prepared by Michael Gorman. The principles were very general in nature reflecting the fact that there seems to be little chance of arriving at a single international filing code in the near future. The document submitted by Mr. Gorman was a statement of principles without definition of terms or explanation of the principles themselves. Mr. Gorman and Dr. Van Wesemael will prepare an annotated version with definitions and examples for the next meeting.

4. International ISBN Agency Advisory Panel. (Extract from the report of Emery Koltay on the Brussels meeting of the International ISBN Advisory Panel.) "Considerable concern was expressed by the members of the Panel on the effect on the general development of the system of the existence of incorrect ISBNs. The system was now an integral part of UBC and positive steps should be taken at every stage in the dissemination of ISBNs to ensure their accuracy. In machine based systems in particular the proper use of the check digit validation

could guarantee virtually 100% accuracy. In view of the increasing international use of vast network records in acquisitions procedures the Panel asked the Chairman to convey to MARC agencies their anxiety over the effect of the dissemination of incorrect numbers and to request their co-operation in ensuring that errors were not introduced at this vital stage."

5. Conversion of Written Languages. ISO/TC 46/SC 2 reviewed 6 Draft International Standards (DIS 9, 233, 259, 843, 2805, and 3602). It was recommended that permanent Working Groups be established for the transliteration of Japanese, Cyrillic, Hebrew and Arabic.

6. Numbering Systems. The U.S. member presented the American national draft standard for the development of identification codes for use by the bibliographic community as a working paper for consideration at the international level.

7. ISO Country Code. The following resolution of WG 2 was submitted and adopted:

As a Section Three of ISO 3166, a three digit numeric code should be added, established in the following way - to each of the entities listed in Section One and Two - the three digit numerical code of the UN Statistical Office (Statistical papers, Series M No 49, Rev 1).

The maintenance of that three digit numeric code is an additional responsibility of the Maintenance Agency established for the updating of the ISO 3166 Alpha codes.

Within the introductory text a new paragraph 4.3 should be added:

"4.3 Section Three of this International Standard contains the entity list and a three-digit numeric code (ISO numeric country code)²⁾ with a footnote ²⁾

"The ISO numeric country code follows for the ISO 3166 entities the UN Standard Country or Area Code for Statistical Use."

Within 7.3 (para 2) the wording should be amended as follows:

"the series of letters AA,respectively as well as the numeric series 900 to 999 are available....."

ISO/TC 46 instructs its Secretariat to incorporate these changes and a new Section Three and submit the revised proposal for processing using the combined voting procedure.

Notification has been received by the Z39 Office of the following newly published ISO standard:

ISO 214	Documentation - Abstracts for publications and documentation	\$6.00
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Z39 Standards Now Available

Z39.1-1967	Periodicals: Format and Arrangement	\$3.25
Z39.2-1971	Bibliographic Information Interchange on Magnetic Tape	6.00

Z39.4-1968	Basic Criteria for Indexes	\$3.25
Z39.5-1969	Abbreviation of Titles of Periodicals	3.25
Z39.6-1965	Trade Catalogs	3.00
Z39.7-1968	Library Statistics	5.50
Z39.8-1968	Compiling Book Publishing Statistics	2.75
Z39.9-1971	Identification Number for Serial Publications	2.75
Z39.10-1971	Directories of Libraries and Information Centers	3.50
Z39.11-1972	System for the Romanization of Japanese	3.50
Z39.12-1972	System for the Romanization of Arabic	3.00
Z39.13-1971	Advertising of Books	3.50
Z39.14-1971	Writing Abstracts	3.50
Z39.15-1971	Titles Leaves of a Book	3.50
Z39.16-1972	Preparation of Scientific Papers for Written or Oral Presentation	4.25
Z39.18-1974	Guidelines for Format and Production of Scientific and Technical Reports	4.00
Z39.19-1974	Guidelines for Thesaurus Structure, Construction and Use	4.50
Z39.20-1974	Criteria for Price Indexes for Library Materials	3.00
Z39.21-1973	Book Numbering	3.00
Z39.22-1974	Proof Corrections	5.00
Z39.23-1974	Standard Technical Report Number	3.00
Z39.25-1975	Romanization of Hebrew	4.50
Z39.26-1975	Advertising of Micropublications	1.50
Z39.27-1976	Structure for the Representation of Names of Countries of the World for Information Interchange	1.50

These standards should be ordered directly from the American National Standards Institute, 1430 Broadway, New York, NY 10018. You may prepay your order and avoid the minimum charge of \$5.00 or the handling charges for orders over \$5.00.

Z39 OFFICE

Further information of the activities of Standards Committee Z39 may be obtained from: Standards Committee Z39, School of Library Science, University of North Carolina, Chapel Hill, NC 27514 (919 933-1327).