ACTION PLAN for IFLA Cataloguing section 2015-16

Objectives of IFLA Cataloguing section 2015-16:

An important task of the IFLA Cataloguing section (CATS) is to serve the purpose of Universal Bibliographic Control (UBC) by developing, managing and contributing to standards within and outside of IFLA. Some of the IFLA standards are linked directly to CATS, as the review groups responsible for them are assigned by the CATS Standing Committee (CATS SC). In its UBC work CATS rely on cooperation with its sister sections Bibliography and Classification and indexing. Another important collaboration partner is the IFLA Committee on standards.

1. The first objective of 2015-2016 is <u>to establish a common understanding on the IFLA UBC standards. What type of standard they are, how they interrelate, and/or are dependent on each other</u>.
2. The second objective is <u>to work towards consolidation and alignment of existing IFLA standards.</u>
3. The third objective is <u>to manage and update existing IFLA standards</u> to promote their use.
4. The fourth objective is <u>to continue to strengthen the cooperation with other IFLA UBC Sections</u>, among them the Bibliography Section and the Classification and indexing Section.

The first three objectives all fall within the scope of the first IFLA strategic direction 2016-2021: "Libraries in society". They are also closely tied to key initiative 1.4: "[promote] IFLA standards to support libraries in the provision of services to their communities". The key initiative text goes on to state that this is achieved by "developing and continuously updating IFLA Standards and Guidelines, promoting their uptake by libraries worldwide".

The fourth objective also serves Key initiative 1.4, albeit more indirectly. It is also tied to Key initiative 1.3 ("Building on the IFLA Trend Report"). The IFLA Trend Report (first published 2013) showed that a strengthened and reinvented concept of UBC ("UBC Next generation") has a more important role to play than ever. A better understanding and strategic use of UBC will help the community to meet and make most of the trends identified in the report. One example is the first trend listed: "New Technologies will both expand and limit who has access to information." In the vast amount of data available, qualitative and structured metadata is what enables navigation, source criticism, and understanding of the context. The library brand in itself will help label information as reliable, but the main tools of information literacy are metadata and standards. A shared understanding of what metadata and UBC can mean will help IFLA form an UBC strategy that makes use of the opportunities the trends bring us, instead of only handling the risks and threats.

Objectives *What do you want to achieve? Use your list above*	Project or activity *What project or activity are you going to do?*	Main tasks *What are the specific things you need to do?*	Responsibilities and timeline *Who will do them and by when?*	Resources *Do you need specific skills, money or technology?*	Communications *How will you communicate your achievements? To whom? By when?*	Measures of success *How will you show the impact of your work?*	Progress *Report here the progress of your work, at least every month*
Establish a common understanding in the field of IFLA UBC standards	Form a work group (WG) on IFLA UBC standards interrelation. This will contribute to the Key initiative by 1) providing the CATS SC with more info to help its decisions on standards strategy, and 2) informing other stakeholders, such as IFLA Committee on Standards and IFLA HQ, on the UBC standards	Write a charge for the WG. Form the WG.	The group is led by the CATS SC chair and secretary. The group is responsible for writing a short report/memo. This may contain a recommendation on strategy for ISBD. The work should be finished by March 31st 2016.	The group will be put together according to the competences needed. For communication, the group will rely on mail dialogue and Skype meetings.	The work will be reported in a short report/memo.	The short report/memo is approved by the CATS SC and is instrumental to a shared understanding on the issues.	(this activity will be reported at the end of its work)

		produced by IFLA.					
Work towards consolidation and alignment of existing IFLA standards	(Continuing work)	a) Finish the consolidation of the FRBR family of conceptual models (FRBR, FRAD and FRSAR). Perform a worldwide review on the consolidated model, named FRBR-LRM (Library reference model). Evaluate the result from the WWR and update the model. b) Publish an updated version of the ICP (with FRAD and FRSAD concepts incorporated) c) Continuing alignment of	a) FRBR RG. WWR early 2016, group meeting first half of 2016. b) ICP WG. Publication of updated version December 2015 c) ISBD RG and ISBD Linked data Study Group. Continuing work all through 2015/2016.	a) The FRBR RG CEG (Consolidation editorial group) will seek project funding for a face-to-face meeting to process the feedback from the WWR. b) – c) The ISBD RG will seek project funding to be able to have one face-to-face meeting.	Information distribution on lists (IFLA-L and relevant specific lists: CATSMAIL, RDA-L etc.) with encouragement to share.	a) Plans on implementation. b) – c) The use of IFLA standards can be measured by statistics on the downloads from the IFLA website and analysis of web use.	The work will be reported quarterly to the SC, Division chair and IFLA HQ. Members will be informed via the newsletter.

		ISBD with FRBR, UNIMARC and RDA (non-IFLA standard but important international de facto standard)					
Manage and update existing IFLA standards. (FRBRoo, PRESSoo, Names of persons, Anonymous Classics)	(Continuing work)	Continue ongoing work with FRBRoo, PRESSoo, NoP and Anonymous Classics.	Dedicated WG:s and RG:s for the areas.	-	Information distribution on lists (IFLA-L and relevant specific lists: CATSMAIL, RDA-L etc.) with encouragement to share.	The use of IFLA standards can be measured by statistics on the downloads from the IFLA website and analysis of web use.	The work will be reported quarterly to the SC, Division chair and IFLA HQ. Members will be informed via the newsletter.
Manage and update existing IFLA standards (ISBD).	Update the ISBD, based on the FRBR-LRM and the decisions on the ISBD strategy (when the SC has reached a decision on this).	Start ISBD revision and complete and update guidelines, application profile.	ISBD Review Group and ISBD Linked data Study Group	Mostly online communication, need one two-day face-to-face meeting,	Publish as IFLA standard, in the IFLA web space and in the RDA registry.	The use of IFLA standards can be measured by statistics on the downloads from IFLA and RDA websites, analysis of web use, survey on the use of ISBD	

Strengthen the cooperation with other IFLA UBC Sections, among them the Bibliography Section and the Classification and indexing Section.	a) Continue the experiment with joint metadata newsletters. b) See to that the officers and newsletter editors of relevant sections are informed on ongoing work of the different sections, e.g. by starting a mail list. c) Work for an informal UBC meet-up at IFLA 2016.	a) From CATS SC: newsletter editor Unni Knutsen. Activity all through 2015/16 b) Chairs of named sections c) Chairs of named sections	-	(The project in itself is a communication project.) Create more connections among the sections' webpages.	The work will be reported quarterly to the SC, Division chair and IFLA HQ.

This action plan has been approved by the Standing committee of the IFLA Cataloguing section, and is submitted by the SC chair, Miriam Säfström 28 October 2015.