

REPORT FROM THE CATALOGUING COMMISSION

FIAF CONGRESS - MAY-JUNE 1983 - STOCKHOLM, SWEDEN

1. Meetings.

The Commission met this year again in Bruges during April 1983. A special vote of thanks is owed to Brigitte van der Elst who made several last minute changes in arrangements to accomodate the special needs of one of our members. Next year we plan to hold a joint meeting, probably in early April, with the Documentation Commission. Sofia has offered to be our host.

2. Publications.

We are happy to announce that our publication, Film Cataloging, has earned some funds for FIAF. The publisher, Burt Franklin, has submitted royalty statements for 1980 and 1981, which show a total of 402 copies sold, earning FIAF a total of \$1120.90. FIAF has not yet received the 1982 statement.

3. Projects Underway.

a. Standardized Rules for Film Cataloging.

This project still remains the major task confronting the Commission. As reported in previous years, no international standards yet exist for the cataloging of moving images in film archives, and we are frequently asked about FIAF standards in this area. New archives want standards upon which to base their entire cataloging systems, while established archives want them in order to benefit from the economies of networked, mutually comprehensible cataloging data.

Significant progress has taken place in our work on this task. Following agreements made last year, members continued work on their separate descriptive areas, reviewing ISBD (NBM) and basing style and format on IFLA's approach. As a result, the working papers achieved a greater correlation, and we are ready to give our revised drafts to a central editor for continuing analysis and integration of

areas. Dorothea Gebauer (DIF - Wiesbaden) has volunteered to undertake this task and will try to have a unified draft ready for our consideration at our next meeting.

In the meantime, Roger Smither (IWM - London) will work on a general introduction for the rules, and Harriet Harrison (LC - Washington) and Jon Gartenberg (MOMA - New York) will consider the questions of points of access (which terms/data elements to index) and name authorities (choosing the proper form of name). In recommending rules for establishing names, the Commission will again consider the work of IFLA. There is already an ISBD for company names, Form and Structure of Corporate Headings (London: IFLA, 1980) as well as a standard list of state names and abbreviations, Names of States (London: IFLA, 1981). We have examined them provisionally and believe that we may be able to recommend their adoption by FIAF in their entirety.

Once the draft is in final form, each member will aid in the provision of examples. While the provision of examples represents considerable additional work, experience has shown us that the use of examples is essential for any set of rules, and we intend to provide a liberal supply of them for international application.

b. Computer Survey.

Following last year's discussion at the Annual Congress, our Commission has sought to find a way in which we could more quickly prepare a revised and updated edition of our publication, Study on the Usage of Computers for Filmcataloguing. Roger Smither (IWM - London) has prepared and distributed a new questionnaire, keeping in mind the desire of the members for a more analytic approach which can summarize in a general way the experiences of members with relation to computer systems, and make some basic recommendations based upon these analyses.

In February, Mr. Smither sent out about 70 "two-part" questionnaires to the members. The first part of the questionnaire consists of general statistical questions for all archives to answer, while the second part asks more detailed, extensive questions about computer systems which archives use. As of April 30, Mr. Smither has received only 17 responses, just three of which have contained responses to the second part of the questionnaire. With such a limited response, it is impossible for the Commission to make any meaningful analysis of the results. We therefore request an answer from each archive, whether or not your archive is currently utilizing computers, as all responses are helpful for analysing the current situation in archives. If anyone has not received a copy of the questionnaire,

we have copies available here in Stockholm. Please be certain to pick one up, fill it out carefully, and return it as promptly as possible to:

Mr. Roger Smither
Imperial War Museum
Lambeth Road
London SE1 6HZ
GREAT BRITAIN

Only the cooperation of all of you will assure the publication of this up-to-date information which you are all so anxious to receive.

c. Centralized Catalog of FIAF Member Holdings.

Again, following suggestions made at last year's Annual Congress, the Commission has considered ways of bringing this seemingly overwhelming project into a manageable and realistic form. We have prepared a minimum list of data elements to be included on a form together with proposals from the Preservation Commission. We have also presented recommendations for implementation of the project to the Executive Committee, who currently have them under consideration.

d. Bibliography of National Filmographies.

This project, which will include citations to national filmographies, private files, manuscripts, periodicals, and other publications judged useful in helping catalogers to achieve their goals of accurate cataloging, is very nearly complete. Ms. Harrison is in the process of preparing camera-ready copy of the final draft, utilizing word-processing equipment for corrections and last minute updates. When the document is complete, it will be sent to the FIAF Secretariat, who will oversee the final publication.

e. Glossary of Terms Useful for Film Catalogers.

Jon Gartenberg (MOMA - New York) continues his work on coordinating the language drafts and preparing indexes for them. As we pointed out last year the terms will be arranged in a hierarchical structure according to major credit function. The terms and definitions in each language will appear in columns across the page, and a full alphabetical index will be provided for all terms. Mr. Gartenberg has, as of April 30, not yet received the Russian language draft or the revised Spanish draft, but will incorporate them into the publication as soon as he receives them.

4. New Projects.

Several Commission members believe that it would be useful for us to publish a simple pamphlet on the importance and scope of cataloging

work in film archives. They would like for the pamphlet to be issued in as many of the IIAF member languages as possible. A suggested title is "Why Catalog?"

5. Commission Membership.

We are pleased to announce that Jon Gartenberg (MOMA - New York) has been approved as our newest Commission member. The current list of Commission members is:

Ms. Harriet Harrison
Mr. Jon Gartenberg
Ms. Dorothea Gebauer

Mr. Roger Holman
Mr. Rolf Lindfors
Ms. Marta Luttor

Mr. Wolfgang Klaue
(Alternate: Dr. Guenter
Schulz)

Mr. Roger Smither
Ms. Ani Velchevska

Library of Congress, President
Museum of Modern Art
Deutsches Institut fuer Filmkunde/
Filmarchiv
National Film Archive
Cinemathek/Svenska Filminstitutet
Magyar Filmtudományi Intézet/
Filmarchivum
Staatliches Filmarchiv der D.D.R.

Imperial War Museum
Bulgarska Nacionalna Filmoteka