

FIAF Cataloguing Commission

REPORT TO THE EXECUTIVE COMMITTEE

Tunis, November 15 - 17, 1994

The Cataloguing Commission has just completed its annual meetings, held this year at the English convent in Bruges. Thanks to the good will of the Executive Committee -- in particular its Treasurer -- we were able to use last year's Commission savings for bringing Carlos Roberto from Sao Paulo to join us. Holding the meeting so near the Secretariat was most helpful, as both Beatrice and Brigitte were able to join us, each for a different half-day session. With everyone present and the help of the Secretariat, our meetings were a great success!

PROJECTS

Occasional Papers: With the mailing of Liora Silberstein's paper, "Accentuate the Positive, [Catalog] the Negative," we have now issued six articles in our Occasional Papers series. The members of the Commission reviewed the topics of the six papers and identified two trends:

- (1) issue or problem oriented papers
- (2) case studies

The consensus was that issue papers are of more general interest, but we also felt that we should continue to accept and issue both types. We are pleased that two of the papers so far were contributed by corresponding members and will try to encourage additional corresponding member participation during the coming year. Examples of suggestions for additional topics:

- Finding catalogs on the Internet
- Purpose, creation and use of authority files
- Film location systems
- Cataloger subjectivity in the "objective" catalog;
or, to what extent does the cataloger "own" the
records he/she creates

Our target for the Occasional Papers is to issue at least two per year. Of course, more are always welcome.

Computer Formats: Carlos Roberto reported that he is now nearly ready to begin the test of his sample format. His target for distribution of the test instructions is March 1, 1995. We also plan to place requests for participation in the archives' pigeon holes at the Los Angeles Congress.

Early Production Companies and Logos: This project was begun nearly five years ago with the intention of aiding catalogers in their film identification work by providing production company histories, linked with the logos they used during differing periods of their existence. Because we knew that the project would be difficult and labor-intensive, we designed it to be ongoing -- for as long as it took to complete. Now, with some experience under our belts, we realize that even we were optimistic.

Targets: Next year, Vladimir will publish the Czech Republic contribution. Peter Westervoorde has completed work for the Netherlands, and we look for publication of his work during the next year as well. Olwen Terris and her staff have collected a large number of logos and are currently in the process of writing production company histories. She estimates that their work will require another two years to complete.

Selection Policies: Following the favorable reception of her report at last year's Congress, Harriet plans an additional mailing of the questionnaire on selection policies.

Targets: Mail questionnaires by December 31, 1994; request responses until February 28, 1995; revised report issued by March 31, 1995.

Bibliography of National Filmographies: Rolf has the manuscript in machine-readable form. We plan to offer the text to the Documentation Commission for inclusion on their next edition of the CD-ROM, working out the details with Michael Moulds. If all goes well, Rolf's disc could be turned over to Michael before the end of 1994.

Genres: Olwen now has the group of genre lists collected over the years by our former Commission members, Günter and Dorothea. She also has received the genre lists contributed more recently by our corresponding members, as well as the "draft provisional list" prepared by Harriet before the Executive Committee meetings in Rome. Vladimir will send her a list of 60 terms (with definitions) which had been prepared based on Günter and Dorothea's analysis of the first group of lists.

Targets: Draft list of terms with definitions distributed to the FIAF archives for comment: March 1995

Intellectual Access: Closely related to and overlapping with questions of genre access, standardization of methodologies for intellectual access are the last to be developed -- in the library and paper archive world, as well as in our field. Basic options include:

- Hierarchical organization of knowledge through classification schemes such as UDC
- Relational organization of knowledge through standardized thesaurus terms
- Free text searches, with or without hypertext links

Moreover, there is little agreement about which and how many topics or themes are significant enough to merit access.

Targets: To demonstrate the problems, the Commission has decided to prepare a workshop on this issue for an upcoming congress. The format of the workshop will be to screen a series of four to five short films of differing types. Audience participation will be invited by requesting each person to assign subjects for each film. A discussion will close the session.

Treasures Database: Attempts to collaborate with the Documentation Commission on this project have led us to believe that the Documentation Commission would prefer to retain sole responsibility for this project. We would like therefore to remove this task from our list. Since the original request for our involvement came from members of the Executive Committee, we now seek your advice and recommendations.

D R A F T

COMMISSION HEADS MEETING

Tunis, November 15, 1994

I. Reports from Commission Chairs

Goals, projects, problems

II. Collaboration

1. Communication between Commissions

Minutes
Common meetings
Other

2. Film archive activities which overlap respective Commission responsibilities

Selection and acquisition policies
Budgetary matters
 time studies
 keeping allotments in balance
 other
Film identification
Training
Public relations
Other

3. FIAF activities which overlap respective Commission responsibilities

Joint projects
 standards for recording technical data
 projection requirements
 database configurations
 other possibilities — *Symposia, Workshops*

Philosophy
 Is the current division of responsibility amongst Commissions correct?
 Is the concept of small working groups effective?
 How best to serve the FIAF membership?