
FROM: Standards Committee Z39

July 1974

c/o Linda Schneider
School of Library Science
University of North Carolina
Chapel Hill, NC 27514
(Phone 919 933-1327)

QUARTERLY REPORTS
(April - June 1974)

The quarterly reports of the Z39 subcommittees follow:

SC/1 - Program - Chairman, Ben H. Weil, Exxon Research and Engineering Company, P.O. Box 121, Linden, NJ 07036 (201 474-2030)

With the retirement in May of Mr. Harold Oatfield as Vice-Chairman of Z39, Z39's Program Subcommittee now has a new chairman and will be reorganized in the next few months. Suggestions for needed standards, and concrete information about the standards' activities and plans of Z39 member organizations are hereby requested.


No activity for the subcommittee itself was reported for the quarter. The SC/2 Chairman attended the ISO/TC46 meeting in Helsinki, Finland in May, where she participated in the work of TC46 Subcommittee 4, Automation in Documentation. Draft International Standard 2709, which is based on Z39.2-1971, was reviewed as a result of several suggestions made earlier this year.

SC/3 - Periodical Title Abbreviations - Chairman, James L. Wood, Bibliographic Support Division, Chemical Abstracts Service, Ohio State University, Columbus, OH 43210 (614 421-6940, Ext. 2062)

ANSI was notified in May that the American National Standard for the Abbreviation of Titles of Periodicals, Z39.5-1969, was reaffirmed by the membership of Z39 during the recent voting. The reaffirmation was approved by the ANSI Board of Standards Review on June 20, 1974.

SC/4 - Bibliographic References - Chairman, Ellis Mount, Engineering Library, Columbia University, New York, NY 10027 (212 280-2976)

A two-day meeting was held in May at which time agreement was reached on the draft of the definitions of the major bibliographic units, as well as the scope and explanatory sections of the standards. It was decided to limit the
present draft to human-readable references in view of the greater detail necessary to make it applicable to computer-readable situations. Details of using this standard as a basis for the machine-readable version will have to be worked out later. It was reaffirmed that it was not too burdensome to keep audio-visual aids in the present list of materials covered. A proposed format for preparing specifications for each type of material was accepted. Another two-day session is set for August, with a target date of November set for the completion of the entire first draft.

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

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

Work on the proposed American National Standard Romanization of Hebrew has been completed by the subcommittee. The proposal is now being edited to conform to the ANSI format and will be circulated for voting during the next quarter.


Subcommittee 7 has suspended operations until the Fall of 1974 when it will begin its work on the revision of Z39.7-1968, Library Statistics. The standard was reaffirmed by Z39 recently so that its "current" status could be maintained at ANSI until the revision is completed.

SC/8 - Proof Corrections - Chairman, Bruce C. Young, University of Chicago Press, 5801 Ellis Avenue, Chicago, IL 60637 (312 753-3336)

The American National Standard Proof Corrections is in publication at ANSI and should appear soon.

SC/9 - Terminology - Chairman, Ben H. Weil, Exxon Research and Engineering Company, P.O. Box 121, Linden, NJ 07036 (201 474-2030)

SC/9 was represented at the May 1974 Plenary Meeting sessions of ISO/TC46/WG3, "Terminology." We agreed to comment on some WG3 member suggestions for additional terms and for reorganization of our assigned "Documentation-Vocabulary" section on "Dissemination" if these suggestions are collected and forwarded to us sufficiently in time before the next meeting of WG3. Written comments on two other "Vocabulary" sections, prepared by W. N. Locke, were submitted to this ISO/TC46 working group.

SC/10 - Periodicals: Format and Arrangement - Chairman, Edward J. Huth, Annals of Internal Medicine, 4200 Pine St., Philadelphia, PA 19104 (215 222-8120)

Dr. Edward J. Huth, editor of the Annals of Internal Medicine, has been asked to assume the chairmanship of SC/10 and continue the work on the Z39.1-1967 revision project; this standard was revised during 1972-1973 but was not approved during the final voting period.
The Z39 SC/12 Subcommittee on Criteria for Index Design met on June 26 in Columbus, Ohio. At that time they set up a schedule of work and agreed on revisions in their draft.

ANSI was notified in May that the American National Standard Basic Criteria for Indexes, Z39.4-1968, was reaffirmed by the membership of Z39 during the recent voting. This reaffirmation was approved by the ANSI Board of Standards Review on June 20, 1974.

SC/13 - Trade Catalogs and Directories

Plans for the revision of Z39.6-1965, Trade Catalogs, are uncertain at this time because we no longer have a chairman for this subcommittee. The usefulness of this standard was noted at the May meeting of Z39 and it was suggested that perhaps it could be reaffirmed with a new title. This possibility will be investigated.


No activity was reported for the quarter.


The American National Standard for Book Numbering, Z39.21-1973, was published earlier this year; copies are available from ANSI, 1430 Broadway, New York, NY 10018 at $3.00 per copy.

SC/18 - Book Publishing Statistics - Chairman, Carol A. Nemeyer, Association of American Publishers, One Park Avenue, New York, NY 10019 (212 689-8920)

Based on the results of its Microform Task Group study, SC/18 recommended to Z39 that it organize a new Z39 subcommittee to cover microform publishing statistics. This recommendation was approved at the meeting of Z39 in May. SC/18 will not continue with its review of Z39.8-1968 and will make a recommendation for its reaffirmation, revision or withdrawal in the near future.


The American National Standard Criteria for Price Indexes for Library Materials was approved by the ANSI Board of Standards Review on April 10, 1974; we do not yet have an approximate date for publication.

SC/24 - Report Literature Format - Chairman, Parmely C. Daniels, 5719 Third Street South, Arlington, VA 22202 (203 692-0343)

The American National Standard Guidelines for Format and Production of Scientific and Technical Reports, Z39.18-1974, was recently published by ANSI; copies are available from ANSI at $4.00 each. Representatives and Alternates are reminded to request their complimentary copies from Marie Hogsett, ANSI, 1430 Broadway, New York, NY 10018.
SC/25 - Thesaurus Rules and Conventions - Chairman, Frank Y. Speight, American Welding Society, 2501 Northwest 7th St., Miami, FL 33125 (305 642-7090)

The American National Standard Guidelines for Thesaurus Structure, Construction and Use, Z39.19-1974, was recently published; copies of it are available from ANSI at $4.50 per copy.


Preliminary reports from the TC46/WG2 meeting in Helsinki in May indicate that an amended draft of the country code has been recommended and forwarded to ISO to be published as an international standard. SC/27 will meet in June to review the amended draft and vote whether or not to recommend that it be submitted to the Z39 membership for approval as an American National Standard. (See the "Interim Report on the work of ISO/TC46..." below for additional information on the international activity.)

SC/29 - Publicity and Promotion - Chairman, R. E. Utman, Princeton University Library, P.O. Box 200, Princeton, NJ 08540 (609 452-3271)

Mr. Richard E. Utman, Library Analyst at Princeton University Library, has agreed to assume the chairmanship of SC/29 on Publicity and Promotion; he has already made some suggestions for prospective subcommittee members.

SC/30 - Standard Account Numbers - Chairman, Russell Reynolds, National Association of College Stores, 55 E. College Street, Oberlin, OH 44074 (216 775-1561)

No activity was reported for the quarter.

SC/31 - Music Industry Code

SC/31 is no longer active, due to the withdrawal of Billboard Publications support of this activity. We will continue to report on international activities in this area, as it appears that work on the International Standard Record Number System will be continued on the ISO level.

SC/32 - Technical Report Numbering - Chairman, Donald P. Hammer, ISAD Executive Director, American Library Association, 50 E. Huron St., Chicago, IL 60611 (312 944-6790, Ext. 266)

In accordance with ANSI policy, the proposed American National Standard Technical Report Number (STRN) was re-submitted to the membership of Z39 on May 14 so that members could review the changes made in the proposal since the earlier balloting and change their votes, as appropriate. The proposal is also under the Public Review by ANSI from June 21-August 21, 1974. At the end of this time, the proposal, if approved, will be sent to ANSI. The Subcommittee members hope to find themselves among the unemployed in the near future.

Z39 was recently notified by William T. Knox that the NTIS (National Technical Information Service) has agreed to function as the central authority and monitor for the STRN system. NTIS further plans to promote actively the use of STRNs by performing organizations.
SC/33 - Bibliographic Entries for Microfiche Headers and Roll Microfilm Containers - Chairman, Joseph H. Howard, Serial Record Division, The Library of Congress, Washington, DC 20540 (202 426-5302)

SC/33 had no activity to report during the April-June quarter.

SC/34 - Journal Article Citations - Chairman, Harold Oatfield, 15500 S. E. Oatfield Road, Milwaukie, OR 97222 (503 659-8364)

At a meeting of 2 May 1974 the subcommittee with thought extensively revised its tentative draft. This 4th version is now in circulation within the subcommittee for refinement. It will be sent to Z39 Committee members for review and comment in the next quarter.


Subcommittee 35 has, during the April-June quarter of 1974, been reviewing comments on the draft Standard for Advertising of Micropublications. Approximately 15 individuals have supplied comments, most of which are very helpful. Arrangements have been made for publication of the draft Standard in the July issue of Microform Review and Library Resources and Technical Services. While it was originally intended that publication in these journals would result in the receipt of comments from the readers of those publications, it now appears likely that by the time such comments would be received we will be far along in the process of incorporating the comments received from the initial distribution. Therefore, publication in the journals will actually serve primarily as publicity for the Standard.

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

A revised draft and a statement of the logic supporting the revisions were mailed to subcommittee members and advisors on April 8, 1974. Comments received from the book industry representative indicated no dissatisfaction with the format. Another draft incorporating the minor changes proposed by another respondent will be circulated before July 1.


Mr. Robert Frase and Mr. Robert Sullivan have agreed to serve as Co-Chairmen for the newly organized Subcommittee 37 on Microform Publishing Statistics. This new subcommittee was formed as a result of a recommendation from SC/18. Invitations have been sent to prospective members of the subcommittee and the make-up of the membership will be reported in the next newsletter.

IEEE STANDARD

The ANSI Board of Standards Review recently voted not to accept Z39.17, IEEE Recommended Practice for Units in Publisher Scientific and Technical Work, as an American National Standard. In support of this decision, the BSR cited the fact that the American National Standard Metric Practice Guide, being prepared jointly by IEEE and ASTM, would be developed within the next 12-18 months and would include, in addition to other information, what is now covered in Z39.17.
MEMBERSHIP

Efren W. Gonzalez, Science Information Services, Bristol Myers Products, is the new Chairman of CNLA and as such will serve as the CNLA Representative to Z39; he succeeds Matthew R. Wilt.

Dr. Edwin H. Feinberg has been named as the temporary Alternate for NFAIS.

NEW OFFICERS FOR Z39

At its recent annual meeting, the Council of National Library Associations approved the appointment of the following officers for Standards Committee Z39: Ben H. Weil, Vice-Chairman, and Linda Schneider, Secretary. These appointments are for three-year terms beginning July 1, 1974.

INTERIM REPORT ON THE WORK OF ISO/TC46 AT ITS 15TH PLENARY MEETING HELD IN HELSINKI, MAY 20-30, 1974

The U. S. delegation to the 15th Plenary Meeting of ISO/TC46 consisted of the following: Jerrold Orne, Chairman, Ben H. Weil, Henriette Avram, Lucia Rather, Harry White, Emery Koltay and Richard Greenfield.

1. **ISRN: International Standard Record Number.** The initial proposal based on the U. S. draft, was withdrawn in favor of a parallel code proposed by the German delegation. The new proposal will be circulated for review and comment.

2. **ISSN: International Standard Serial Numbering.** The ISSN code has been approved for publication. It was urged that swift action be taken on publishing the standard and that UNESCO's appeal for joint distribution of the published standard together with the ISDS Guidelines should be discussed by ISO and UNESCO.


4. **ISO Alpha 2 Country Code.** The entity list, based upon the UN "Country Nomenclature for Statistical Use," and amended by previous comments and conference discussion, was approved. It was agreed that the two-letter code could be used for all general purposes and particularly for international exchange. A three-letter code, ISO Alpha 3, based upon the same list of entities, was approved for use when desired, to be published as a separate section of the standard. It was agreed that further work would be done on numeric coding, also to be based upon the same list of entities. It was agreed that the Interim Coordinating Committee should continue to administer the codes, while planning for a permanent agency, and that additional members (Mr. Gunnar Sundblad representing ISO/TC46 and Mr. Harry White representing ISO/TC97/SC14) would be added to the ICC.

5. **Terminology of Documentation.** It was agreed that parts of Chapter 1: General Concepts were appropriate for balloting, but that additional work was necessary on other parts before publication as a DIS should occur. The WG (3) requested change to status of Subcommittee. The U.S. representative has agreed to participate in this work by correspondence.

6. **Indexing.** WG5 has added Indexing Practices to its assignment. It will organize a task group to produce a draft proposal.

7. **Thesauri.** WG5 also has undertaken to produce a working draft for multilingual thesauri, using all previous documents, comments and a joint task group.
8. **Transliteration.** Subcommittee 2 rigorously reviewed four ISO Recommendations (R9, R233, R259 and R843) and prepared revised texts for Slavic Cyrillic, Arabic, Hebrew and Greek for publication as DIS (Draft International Standards). The U. S. member proposed the reassignment of the Secretariat function to another member body or its reversion to its initial WG status.

9. **Bibliographic References.** The new WG6 sought clear definition of its scope in this field, in view of the diffuse activities of WG7: Presentation of Publications. It initiated a joint meeting of WG6 and WG7 to clarify scope. A resolution was drafted requiring the TC 46 Secretariat to draft and publish clear scope statements for all Working Groups. WG6 voted to withdraw the original ISO/R77, Bibliographic References, and to maintain the current ISO/R690 until a complete revision can be completed, taking into account ISBD(M) and ISBD(S) and other relevant new material.

10. **Bibliographic Strip.** It was agreed that ISO/R30 should be incorporated in a broader standard, tentatively described as "Elements of identification for a serial publication," to include more than the bibliographic strip.

11. **Technical Manuals.** This subject was considered and given a low priority status by WG7.

12. **Translations.** The only action taken on previous drafts for the presentation of translations amounted to further study and review of comments.

13. **Contents Pages of Periodicals.** The second draft was approved, with amendments, for final editing and publication as a DIS for voting.

14. **ISO Newsletter.** A resolution was presented urging the ISO/TC46 Secretariat to prepare a periodic newsletter, in the character of the U. S. News about Z39, to serve as a continuing medium of communication to/with its membership and others concerned.

15. **Bibliographic Information Interchange.** Subcommittee 4 proposed the establishment of a new working group (4) within its structure to work on "Format structure for bibliographic information interchange in machine readable form."

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**Z39 REVIEWS ISO/TC46 DRAFT PROPOSALS (DP) AND DRAFT INTERNATIONAL STANDARDS (DIS)**

In recent months, Z39 has reviewed numerous ISO/TC46 documents and prepared the voting recommendations on them for ANSI. The documents and the recommendations are listed below:

- **DIS 214**, Abstracts (Approve with editorial comments)
- 1st DP 1131, Vocabulary of Information and Documentation (Disapprove)
- 3rd DP 1139, Documentation Sheets in Journals (Approve with editorial comments)
- Counter Proposal 1133, Numeric Code for the Representation of Names of Countries, (Counter Proposal to DIS 3166) (Disapprove)
- 2nd DIS 3166.2, Code for the Representation of Names of Countries (Disapprove)
- 2nd DIS 2384.2, Presentation of Translations (Disapprove)
- 2nd DP 1141, International Standard Record Numbering (Abstain)
- **DIS 3297**, International Standard Serial Numbering (Approve with editorial comments)
- **DIS 2788**, Guidelines for the Establishment and Development of Monolingual Thesauri for Information Retrieval (Approve; Z39 had earlier recommended Disapproval but now approves because of the changes made since the original voting)
Z39 STANDARDS NOW AVAILABLE

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<th>Standard</th>
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<td>Periodicals: Format and Arrangement</td>
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<td>Bibliographic Information Interchange on Magnetic Tape</td>
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These standards should be ordered directly from the American National Standards Institute, 1430 Broadway, New York, NY 10018. You may pre-pay your order and avoid the minimum charge of $5.00 or the handling charge for orders over $5.00.

Z39 OFFICE
Further information on 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).