The quarterly reports of the Z39 subcommittees follow:

SC/1 - Program - Chairman, James L. Wood, Chemical Abstracts Service Library.

The Program Subcommittee is currently investigating the possibility of setting up a new subcommittee to work on a standard for numbering technical reports.


The Chairman of SC2, Mrs. Avram, attended a meeting held at the Unesco House, Paris, France, as a participant of the Unesco-ISCU Joint Project on the Communication of Scientific Information (UNISIST), Ad Hoc Working Group on the Communications Format. Mrs. Avram described the function and purpose of a standard communications format and briefed the working group on the American National Standards Institute (ANSI) format and the MARC, COSATI and INIS implementation of the ANSI format. Mrs. Avram then described the proposed International Standards Organization (ISO) format developed by ISO/TC 46/WG 4 which is identical to the structure of the ANSI format. The Ad Hoc Working Group resolved that there was a need for an intercommunications format and all participants accepted the draft ISO proposal. On the basis of this format, the Working Group recommended that UNISIST assist in developing other implementations of the format with appropriate organizations. In addition, the Working Group, recognizing the work now in progress in UNISIST, emphasized the importance of standard character sets, coding schemes, tagging schemes, and the establishment of liaison activities with the International Federation of Library Associations.

SC/4 - Bibliographic References

The possibility of subdividing the work of this subcommittee into two parts--references for libraries and references for the abstracting and indexing communities--is currently under consideration and will be discussed at the next Z39 meeting.
The proposed American National Standards for the Romanization of Arabic and
the Romanization of Japanese, approved earlier this year, were forwarded to ANSI
in May. ANSI has asked Z39 to canvass various linguistic, educational and cultural
organizations outside of Z39 to assure a consensus of approval. Canvass letters
were sent September 17, 1970, with a request for reply by October 15th, after
which time ANSI will take action on the proposals.

The proposed ANS System for the Transliteration of Slavic Cyrillic
Characters was also sent, at the suggestion of ANSI, to various linguistic,
educational and cultural organizations for approval. The responses will be
forwarded to ANSI when the proposal is officially submitted.

The proposed ANS for Writing Abstracts was forwarded to ANSI on September
4, 1970 by the Council of National Library Associations for acceptance. The
subcommittee provided ANSI with background on the extent to which the standard
was exposed to interested parties during the drafting procedure (over 400 copies
of Draft No. 4, which elicited over 70 responses). A paper based on the standard
was published in the September-October 1970 issue of the Journal of the American
Association for Information Science, with Ben H. Weil as the listed author.

No activity was reported for the quarter; however, we expect to submit
the final draft to the members for a vote in the near future.

Subcommittee 9 continues its work on a "Terminology of Information
Dissemination" in preparation for the forthcoming ISO/TC 46/WG 4 meeting in
October. At the June 23rd meeting, members reported on various existing
glossaries, derived initial definitions and developed an outline for the
"Terminology..." Since then, members have been reviewing other glossaries
covering the field of information science, selecting terms appropriate to their
subject; these selections will be reviewed at the next subcommittee meeting
scheduled for October 16th.

ANSI has announced a public review period of sixty days, beginning July
31, 1970, for the proposed ANS for Directories of Libraries and Information
Centers, which was approved earlier this year by Z39 members.

Comments were received on Draft No. 2, which was mailed to all members and alternates on May 12, 1970. Balloting is scheduled for early 1971.

The International Standard Book Numbering Steering Committee (Dr. Ehlers, Germany, David Whitaker, England and Emery Koltay, U.S.) will have a working group meeting at the conclusion of the Frankfurt Book Fair in Germany this month. Representatives from various countries working with ISBN in the publishing and library world will participate. The meeting will be an open informal discussion to share the participants’ experiences with the ISBN and to work out solutions and proposals for the ISO/TC 46/WG 1 plenary meeting in 1971. The host of the meeting will be the Borsenverein in Frankfurt/M.


ANSI has asked Z39 to canvass various advertising and book trade organizations outside of Z39 for approval of the proposed ANSI for the Advertising of Books. This standard was approved earlier this year by Z39 and was submitted to ANSI on June 24th. Canvass letters have been mailed and we will furnish ANSI the results by the end of this month.


In view of questions raised by ANSI in the final approval cycle, Subcommittee 20 met on September 10, 1970, at the Library of Congress. At this time, the subcommittee formally reaffirmed its belief in the need for a standard code for serials and in the validity of the technical content of the proposed standard currently under review. Following this reaffirmation, the discussion turned to techniques currently available for implementing the proposed standard.

ISO/TC 46/WG 1 met in Olso on June 22-24, with two delegates representing the U.S. The meeting was devoted essentially to planning for next steps toward the codification and implementation of ISBN (International Standard Book Numbers) and ISSN (International Standard Serial Numbers). The first of eleven resolutions drafted in the meeting reads as follows:

1. Basic documents
   The Working Group resolved that the proposed American National Standard, ISO/TC 46/WG 1 (Sec. 25) 25E and the working paper, ISO/TC 46/WG 1 (Olso 1970-2) 34E be accepted as the basic documents for a draft ISO proposal for International Standard Book Numbering (ISSN).

The full record of the meeting and all relevant documents are to be distributed to all P and 0 members of ISO/TC 46 before the next plenary session, tentatively planned for late spring 1971.

Further work is in progress with Z39/SC 20 and other interested agencies to assure the swiftest possible action in the U.S. to implement the recommendations.
SC/21 - **Title Leaves of a Book** - Chairman, Mrs. Anne J. Richter.

The proposed ANS for Title Leaves of a Book was approved by Z39 during the recent voting period. (Tally: 40 yes, 1 abstention and 3 did not reply.) The final version, including some editorial changes and additions suggested by Z39 members, was sent to CNLA on September 19th for forwarding to ANSI.


No activity was reported for the quarter.

SC/24 - **Report Literature Format** - Chairman, Jack W. Grewell, Federal Aviation Administration.

A draft of the proposed ANS entitled "Scientific and Technical Reports—Format and Production," judged by the subcommittee to be ready for general review and comment in accordance with Z39 and ANSI coordinating procedures, has been submitted to the Chairman of Z39 and will be distributed to all members and alternates in the near future. The subcommittee stands ready to assist in further actions as may be requested by Z39.

SC/25 - **Thesaurus Rules and Conventions** - Chairman, Frank Y. Speight.

Draft No. 1 of the proposed ANS Guidelines for Thesaurus Structure, Construction and Use was prepared by the chairman on a basis of working papers authored by members of the subcommittee. Both editorial and substance changes were agreed upon at a meeting on September 17th in New York. Draft No. 2, incorporating these improvements, will be considered at a meeting to be held in Washington in November.

SC/26 - **Preparation of Scientific Papers** - Chairman, Dr. F. Peter Woodford, Rockefeller University.

A large number of comments on the draft circulated on June 3rd, most of them complimentary, have been received and are being considered for incorporation into the next draft.


Subcommittee 27 has established a liaison with an X3L8.4 subcommittee which is also working on a country code. The cooperation between the two groups will help avoid duplication of effort and also possible satisfy the requirements of a wider body of users. To date, a tentative list of entities has been chosen and three possible coding schemes have been proposed.

SC/29 - **Publicity and Promotion** - Chairman, James L. Olsen, Jr., National Academy of Science.

Following the May meeting of Z39, all members of the committee were sent a copy of the first report of SC/29. Seven letters were received and one committeeman offered verbal comments on the report.
All respondents agree on the need for more publicity of Z39 activities and publications. Suggestions of possible approaches included: (1) Encouraging professional groups to form standards’ committees with Z39 rather than within their own organizations; (2) Involving more publishers and publishing groups in Z39; (3) Encouraging ANSI members to support publicity by earmarking a portion of their membership fees for that purpose; (4) Soliciting the cooperation of "standards" officials among the Fortune "500" leading U.S. companies; (5) Bringing Z39 standards to the attention of the editors of style manuals. One member suggested that ANSI itself, not Z39 or a Z39 subcommittee, assume the responsibility for a publicity program. There was universal agreement that there is a pressing need for greater publicity to all who might employ, or benefit from, Z39 standards.

The questions of cost and distribution of standards brought forth these suggestions: (1) Free distribution to educational centers such as library schools and similar training centers; (2) Publish standards in pertinent journals; (3) Solicit subscriptions from potential institutional users (libraries, etc.) to all standards expected to be published in a calendar year. This would, allegedly, tend to reduce the cost of individual standards and would permit wider distribution with lower costs to all; (4) Low cost standards are essential if the widest possible dissemination is to be achieved.

SC/29 members have been sent copies of the letters received so that they may review them.


Subcommittee 30 Co-Chairmen report that they are working carefully with Emery Koltay of the R. R. Bowker Company to promote the universal use of the Standard Book Number. Uniform numbering for booksellers and libraries continues to be studied; subcommittee members are being selected and possible collaboration with the British is being explored.

MEMBERSHIP NOTES

Raymond Taylor, Librarian of the Supreme Court of North Carolina, was recently appointed to Z39 as the representative of the American Association of Law Libraries; he succeeds Vaclav Mostecky, Law Librarian at SUNY at Buffalo.

Frederic C. Kilgour, of the Ohio College Library Center and Editor of the Journal of Library Automation, has been named the alternate representative of the American Library Association. Stephen Salmon serves as the principal representative of the organization.

ANSI STAFF

Bertram Stanleigh, Special Projects Coordinator at ANSI, has been appointed staff representative for Z39.
OTHER STANDARDS ACTIVITIES OF INTEREST

American National Standards Committee X3, Computers and Information Processing, has authorized circulation of a proposed standard for Recorded Magnetic Tape for Information Interchange (1600 CPI, Phase Encoded) for a four month review period prior to X3's letter ballot vote. Copies of the proposal, numbered X3.2.1/400, may be obtained from Business Equipment Manufacturers Association, 1828 L Street, N.W., Washington, D. C. 20036.

A draft questionnaire to determine the need and feasibility of a standard on computer program abstracts is currently being sent by X3 to selected heads of the data processing community. Purpose of the standard would be to eliminate much of the present duplication in computer programs through the use of standardized abstracts summarizing what the various computer programs do, the equipment used and the software involved.

The American National Standard for Permanent and Durable Library Catalog Cards has been published by ANSI. The standard's specifications include card dimensions, caliper, hole size and location, and the thickness of stock; also included are requirements for the finish, surface, color and erasibility, acidity and grain of stock, folding endurance and residual chemicals. The standard was developed by Standards Committee Z85 on Library Supplies and Equipment, Forrest F. Carhart, Jr., Chairman. The standard, Z85.1-1969, may be obtained from the American National Standards Institute, Inc., 1430 Broadway, New York, N. Y. 10018 at $2.75 per copy.

NEXT MEETING

Plans are being made for the next full meeting of Z39 which will be held in Washington sometime in November. Further details will be sent to all members, alternates and subcommittee chairmen, as available.

Late addition--SC/3 Report - Periodical Title Abbreviations - Chairman, James L. Wood, Chemical Abstracts Service Library.

During this quarter, the National Clearinghouse for Periodical Title Word Abbreviations received 46 requests for 49 copies of its Revised and Enlarged Word Abbreviation List and 25 subscriptions to the Quarterly Supplements.