FROM: Standards Committee Z39  
c/o Deborah Bodner  
School of Library Science  
University of North Carolina  
Chapel Hill, NC 27514

QUARTERLY REPORTS  
(July-September 1976)

The Chairman is pleased to announce the renewal of the National Science Foundation grant to ANSI/Z39 for the period September 1976 to September 1977. The new funds are now sufficient to increase staff support at the Secretariat and to launch a number of new projects long desired but not possible earlier.

The Z39 office will now be open full time with two young professionals sharing the work, each on a half-time basis. We have never had more than one half-time staff member.

We will now organize a full-service library and information center for professional, national, and international standards in the areas defined within our assigned scope, Libraries, Documentation, and related publishing practices. The Secretariat will collect established standards and information about ongoing standards development in these fields, and will publish periodically brief notes concerning the collection as well as respond to inquiries. It will also provide specific information on sources and availability for those who may wish to acquire their own copies of published standards.

Z39 will also establish a similar clearinghouse for codes used in information transfer. Codes used as versatile surrogates of standardized data elements are proliferating so rapidly that a center for reporting and inquiry may help to avoid much duplication and wasted effort. Such a clearinghouse may also serve to focus attention in areas of need as well as areas where repetitive effort is already under way. We will try to gather the essential facts concerning any code currently used in information transfer. We will maintain a file
record of these codes and will publish lists and notes in our newsletter. We also will be prepared to respond to inquiries and welcome suggestions for additions to the file. Our members and readers are urged to advise us of those codes they believe should be recorded and reported, for the benefit of the entire information handling community.

Other projects for broadening the service base of ANSI/Z39 are being considered and will be announced in forthcoming issues of News About Z39.


No meetings were held this quarter. A draft proposal for a possible technique for dynamic definition of the directory entry length in Z39.2-1971 Bibliographic Information Interchange on Magnetic Tape was submitted to comment in June.

A meeting is planned for the near future to discuss the comments and plan the direction of future work.

SC/4 - Bibliographic References - Chairman, Ellis Mount, Engineering Library, Columbia University, New York, NY 10027 (212 280-3888 and 280-4356)

The proposed standard for Bibliographic References was submitted to CNLA in July, and is now pending with the BSR at ANSI. The abridged version of the standard has been put into an article and submitted to JASIS for possible publication.

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

Slavic Cyrillic - Chairman, Jerrold Orne, School of Library Science, University of North Carolina, Chapel Hill, NC 27514 (919 933-1327)

The proposed standard for the transliteration of Slavic Cyrillic characters was approved by ANSI. It is currently in the process of being published.

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

The chairman reported no activity this quarter.


The Glossary of Library Statistics Terminology which will serve as the basis of the revision of Z39.7-1968 Compiling Library Statistics has now been completed. Work on the standard will begin in the near future.
SC/10 - Periodicals: Format and Arrangement - Chairman, Edward J. Huth, Annals of Internal Medicine, 4200 Pine Street, Philadelphia, PA 19104 (215 243-1200)

The subcommittee has completed a final draft. This will be submitted to the Z39 membership for a ballot in the next few weeks.

SC/12 - Indexing - Chairman, E. H. Brenner, American Petroleum Institute, 275 Madison Avenue, New York, NY 10016 (212 685-6253)

The subcommittee has now been organized. The members are: Jaffray Aronson, National Technical Information Service, Toni Carbo Bearman, NFAIS, David Liston, Jr., ERIC Processing and Reference Facility, John G. Mulvihiill, American Geological Institute, Louise Schultz, BIOSIS, Bettie Jane Third, H.W. Wilson Company.

The subcommittee held its first meeting in September.

SC/18 - Book Publishing Statistics - Chairman, Carol A. Nemeyer, Association of American Publishers, One Park Avenue, New York, NY 10016 (212 689-8920)

The chairman reported no activity this quarter. Work is continuing to put the standard in a final form in accordance with the votes received.

SC/29 - Publicity and Promotion - Chairman, R. E. Utman, Princeton University Library, P. O. Box 200, Princeton, NJ 08540 (609 425-3271)

No activity was reported this quarter.

SC/30 - Standard Account Numbers - Chairman, Russell Reynolds, National Association of College Stores, 528 E. Lorain Street, Oberlin, OH 44074 (216 775-1561)

The ABA (American Booksellers Association) and NACS (National Association of College Stores) have assigned the SAN to their membership list. This assignment is experimental.

For the time being, SAN suffixes for Branches, subunits or "ship to" and "bill to" units, are not being assigned. Presently there is a study to bring the suffix part of the SAN also under the check digit control. A subcommittee has been appointed to study the implication of this change.

SC/33 - Bibliographic Entries for Microfiche Headers and Roll Microfilm Containers - Chairman, Joseph H. Howard, Processing Department, The Library of Congress, Washington, DC 20540 (202 426-5302)

No meetings were held this quarter. Efforts are being made to resolve the negative votes on Z39.32 Bibliographic Information for Microfiche Headers.
The subcommittee held its first meeting in September to begin a renewed effort on the proposed standard for Journal Article Citations.

In an attempt to answer the negative votes and public review comments received, the subcommittee revised the proposed standard Order Form. This has been submitted for a new vote.

Responses to Draft #3 are being incorporated into Draft #4 which will serve as the basis for discussion at the next meeting to be scheduled at the Library of Congress.

The proposed standard for Scientific and Technical Translations was approved by ANSI in August. It is now in the process of being published.

The subcommittee met in September to review the comments received on the proposed standard for Synoptics. A final draft is now being prepared.

No meetings were held this quarter. A meeting is planned for October. Ms. Peggy Johnson, at the Ohio College Library Center, has joined the subcommittee.

The subcommittee held its first meeting in September to begin work on the proposed standard. The members are: Edward A. Butler, Michel
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SC/42 - Serial Claim Forms - Chairman, Lois Upham, Wilson Library S33, University of Minnesota, Minneapolis, MN 55455 (612 373-4559)

The subcommittee met at A.L.A. The general format of the form was discussed; draft forms are now being designed. The next meeting is planned for October.

SC/43 - Bibliographic Code Design - Chairman, Andrew Uszak, R. R. Bowker Co., 1180 Avenue of the Americas, New York, NY 10036 (212 764-2792)

The suggestions and recommendations received during the commenting period were reviewed and where possible incorporated into the final draft. The proposed standard for Bibliographic Code Design has been submitted for a vote to the Z39 membership.


The following persons have been added to this subcommittee's membership: Ms. Alison Oppendahl, Special Libraries Association, Dr. Frank Schick, National Center for Education Statistics, Mr. Donald F. Wisdom, Library of Congress.

They held their first meeting in September and several more are planned for October.

CNLA Z39 STUDY COMMITTEE

The Council of National Library Associations' Z39 Study Committee is scheduled to meet at the Library of Congress on October 26, 1976 to consider plans for organization and activities following the current period of joint funding by CLR and NSF which carries through September 1977. Those invited are representatives of the major library and information science associations, indexing/abstracting and information dissemination associations, the information industry and various Federal agencies including the Library of Congress.

The structure, organization and plans for Z39 will be reviewed by the Study Committee with the aim of providing a comprehensive analysis of Z39 activities and proposals for the future. A study report is expected for reference for all interested parties, including funding agencies.
The progress of Z-39 and its present stature in the national and international world of standards are a tribute to Robert Kingery, Chairman of Z-39 from 1958 to 1965 and to Burton W. Atkinson, then Director of the Office of Science Information Service in the National Science Foundation (NSF). The functioning of ANSI/Z-39 was haphazard at best until these two, together with Verner W. Clapp worked out the specifics of the first funding grant by NSF. Two successive grants were made to the New York Public Library where Kingery established the first active Secretariat, and initiated a strong program of standards development. He became seriously ill in 1965, and had to withdraw from all professional activities. Burt Atkinson subsequently left NSF upon retirement, but Bernard Fry and Henry Dubester sustained and promoted the advance of standards throughout that early period. Following a short period under the Acting Chairmanship of Anne Richter, the Chairmanship came to Jerrold Orne and the Secretariat moved to the University of North Carolina at the end of 1965.

The first NSF grant to the University of North Carolina was for $34,150 for the period December 1, 1965 to November 30, 1968. These funds were assigned to the maintenance of the Secretariat and certain active standards subcommittees. The pattern of matching funds by CLR and NSF was well established by this time.

The first amendment to this grant, in the amount of $20,700 was made to support the National Clearinghouse for Periodical Title Word Abbreviations at the Chemical Abstract Service for three years beginning July 1966. A second special amendment of $3,100 was awarded to support foreign
travel specifically in March of 1967. It was this support which for the first time made possible adequate representation of the U.S. in the periodic meetings of ISO/TC 46, the international counterpart of ANSI/Z-39.

Additional awards were made in January 1969 ($4,400) and June 1970 ($12,400) to continue Z-39's activities to June 30, 1971. The next full three year award, combined with remaining funds from earlier amendments provided an additional $35,730 to extend the program to June 30, 1975. Before the end of that period NSF provided funds under another amendment ($19,700) in February of 1975 to assure support through June 30, 1976.

Because the increased activity of Z-39 ran ahead of actual funding periods, additional funds ($4,700) were awarded in February 1976. In late September of this year, the National Science Foundation authorized its last grant of $21,720 for the twelve month period ending September 30, 1977. The total of funds awarded by NSF to Z-39 through its years at North Carolina amounts to $156,600.

From the earliest initiative of Burt Atkinson to this day ANSI/Z-39 has been kindly and thoughtfully encouraged by the successive Directors Mel Day and Lee Burchinal, and many members of their staff. The imperatives of standardization have always been appreciated by NSF, and their understanding of the complexities and difficulties of achieving accepted national standards has contributed far more than funds to the healthy development of national standards for the rapidly expanding world of scientific and technical information transfer.
This year brought the tenth anniversary of funding of ANSI/Z-39 by the Council on Library Resources (CLR). It is appropriate that we mark this occasion by reviewing the consistently thoughtful consideration we have always enjoyed in planning for the steady growth of Z-39 with CLR.

The first grant by CLR to Z-39 at the University of North Carolina was to provide support for three years from January 1, 1966 to the end of 1968, with initial funding of $12,330. Within that first three years, additional funds were made available in increments of $6,120, $5,000, and $6,000. This total of $29,450 over the three year period provided for the operation of selected subcommittees and for a number of special projects, one of which was the landmark Identification of Data Elements in Bibliographic Records, edited by Ann Curran. Although these funds were not exhausted and a small balance was left, CLR responded cheerfully to our second proposal for support with an allocation of $61,275 for the three years ending December 31, 1971. The increased level of funding was to allow for the appointment of part-time professional secretariat staff and an increased level of standards development. This funding proved to be greater than our capacity for rapid expansion, and although many more projects were undertaken, these funds were far from exhausted at the end of 1971. With funds thus remaining in the second grant, the Council approved an extension of time to the end of 1973.

The third major grant awarded to Z-39 by CLR was for the three years from January 1974 through December 1976, in the amount of $42,000, representing an estimated one-half of our annual operating budget for the three years. The pattern of matching grants by CLR and NSF for Z-39 was a happy relationship.
for all by this time. However, before the end of 1976, the fluctuations of fiscal years and grant time constraints required a more complicated pattern of funding to bring the two sources into a concurrent time period. Because of this, the third grant was closed at the end of March, 1976 and the fourth grant proposal was made to assure continuity as well as consistency in matching NSF grants.

The most recent grant under which we are now funded by CLR provides a total of $53,367.50, to the end of June, 1978. This grant authorized a full-time secretariat, another step-up in numbers of standards projects supported, and a considerable expansion of secretariat activities. The disjunction of funding by NSF and another change in the federal fiscal year has inhibited our early action on these goals, but we are confident the next quarter-year will see all of this adjusted. To this time, for the past ten-year period and including funds assigned for the period ending in June, 1978, CLR has granted a total of $166,093 to Z-39.

For the information of members and others who may not fully understand how Z-39 uses its grants, it should be noted that nearly two thirds of all grant funds pay for the travel and subsistence of subcommittee members meeting to develop standards. Less than one-third pays for the half-time professional assistant at the secretariat, and the small balance for telephone, stationery, printing and overhead costs. These overhead costs, though seemingly high, are paid only on the salary expense, with the major costs of space, equipment, accounting and logistic support a real contribution by the University. No officer or participant is paid for his or her own considerable contribution of time and talent; these are considered a professional duty and appointments to committees are usually valued.
Now for what CLR's contributions have produced. The Council can take pride in facilitating the successful production of twenty-four published American National Standards, with two more in stages of publication and half a dozen more well along toward approval. It can balance its accounts with hundreds of hours of time contributed by highly qualified experts, drawn from all the relevant professions, without whose knowledge and earnest determination none of these standards could have evolved. It can also contemplate with satisfaction the evidence of steadily increasing coordination of all related information activities, each having necessary links with the others in the complex chain of information handling systems.

The members of Z-39 and the information community owe a large measure of commendation to Verner W. Clapp, who first sensed the pivotal importance of standards when he was President of the Council, to Fred Cole, who is equally far-sighted, and to their respective staff members, whose friendship and good counsel add so much to the atmosphere of encouragement and good will standards work needs to survive.

Finally, and speaking for myself, after more than ten years of active participation in the life of Z-39, I can assert without caveat that without the kind of appreciation of standards so evident at CLR, ANZI/Z-39 would long since have likely disappeared from sight.
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<tr>
<th>Z39 Standard</th>
<th>Title</th>
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<tr>
<td>Z39.2-1971</td>
<td>Bibliographic Information Interchange on Magnetic Tape</td>
<td>6.00</td>
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<td>Z39.4-1968</td>
<td>Basic Criteria for Indexes</td>
<td>$3.25</td>
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<td>Z39.5-1969</td>
<td>Abbreviation of Titles of Periodicals</td>
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<td>Z39.6-1965</td>
<td>Trade Catalogs</td>
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<td>Library Statistics</td>
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<td>Identification Number for Serial Publications</td>
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<td>Directories of Libraries and Information Centers</td>
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<td>Z39.11-1972</td>
<td>System for the Romanization of Japanese</td>
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<td>Z39.16-1972</td>
<td>Preparation of Scientific Papers for Written or Oral Presentation</td>
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<td>Z39.18-1974</td>
<td>Guidelines for Format and Production of Scientific and Technical Reports</td>
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<td>Z39.19-1974</td>
<td>Guidelines for Thesaurus Structure, Construction and Use</td>
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<td>Z39.20-1974</td>
<td>Criteria for Price Indexes for Library Materials</td>
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<td>Book Numbering</td>
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<td>Proof Corrections</td>
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<td>Z39.27-1976</td>
<td>Structure for the Representation of Names of Countries of the World for Information Interchange</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 prepay your order and avoid the minimum charge of $5.00 or the handling charges for orders over $5.00.

Z39 OFFICE
Further information of 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).