Association for Library Collections and Technical Services Task Force on Non-English Access

September 18, 2006

II. Recommendations

1. Convert the Task Force's discussion list <NONENGLISH@ala.org> to an open list available to the library community to facilitate continued discussion of non-English language access issues.
   Priority: High
   Sources of expertise: Owner of NONENGLISH list
   Interested parties: Library community
   Contingencies: Release of report
   Timeline: October 2006 (at the same time as publication of the report)

2. Establish a working group whose task is to define requirements for the support of each script and language in library computer applications. These requirements will facilitate library system development and evaluation, and will provide guidance to system implementers. It is recommended that the working group's charge include the following points:
   - Determine the scripts to be documented. Include Latin as one of the scripts. (This is necessary because Unicode includes additional Latin script characters outside of ASCII and ANSEL.)
   - Create a checklist that supports all scripts and languages, and that can be the basis for requirements for specific scripts or languages.
   - Obtain the assistance of appropriate language experts and organizations (including those outside of the United States) when defining the requirements for a specific script.

   Priority: High
   Sources of expertise: OCLC; Area Studies library associations (including Committee for Cataloging: Asian and African Materials (**CC:AAM**) and Association of College and Research Libraries' (**ACRL**) Slavic and East European Section (**SEES**)); Vendors; ALCTS; Library Information and Technology Association (**LITA**)
   Interested parties: Vendors; Purchasers/users of library systems
   Contingencies: Some output will be used in Recommendation 5
   Timeline: Beginning Winter/Spring 2007

3. Charge CC:AAM and/or the Committee for Cataloging: Description and Access (**CC:DA**) to work with the Program for Cooperative Cataloging (**PCC**) to review and update the core level supplement on "Guidelines for Multiple Character Sets". (see: http://www.loc.gov/catdir/pcc/bibco/coreintro.html#9)
   Priority: High
   Sources of expertise: PCC assisted by CC:AAM and/or CC:DA

Interested parties: PCC participants using one or more non-Latin scripts; other catalogers using non-Latin scripts
Contingencies: None identified
Timeline: Beginning Winter/Spring 2007

4. As *Resource Description and Access* (**RDA**) is developed, it is recommended that CC:DA and CC:AAM consider and comment on any impact that the new rules will have on cataloging non-English materials. This review should be referred to appropriate liaisons and groups when appropriate language expertise is lacking.
   Priority: High/Medium
   Sources of expertise: CC:DA; CC:AAM; SEES; other liaisons and groups as needed
   Interested parties: Joint Steering Committee for Revision of Anglo-American Cataloguing Rules (**JSC**) and national agencies represented on JSC; other national library associations and their cataloging experts; all prospective users of RDA.
   Contingencies: RDA deadlines
   Timeline: As soon as possible for initial review; ongoing during implementation and beyond[1]

5. Analyze the need for rules for the sorting of bibliographic entries in the Unicode environment. This analysis should take into account current cataloging rules, in particular the rules for heading creation, and the capabilities of online library catalogs. If it is determined that there is a need for such rules, the Unicode Collation Algorithm (http://www.unicode.org/reports/tr10/) should be considered during development.
   Priority: High/Medium
   Sources of expertise: Technical experts familiar with Unicode Collation Algorithm; LITA; ALCTS; CC:AAM
   Interested parties: Vendors; Purchasers/users of library systems; Language service librarians; ultimately, Library users
   Contingencies: Recommendation 5 is contingent upon output from Recommendation 2 with respect to any requirements for sorting. As a preliminary to considering the need for library-specific rules, information could be gathered on searching and sorting in current integrated library systems and database services used by libraries.
   Timeline: Beginning Spring/Summer 2007

6. Assign the ALCTS Cataloging and Classification Section (**CCS**) to work with the Public Library Association (**PLA**) Cataloging Needs for Public Libraries Committee to plan joint programs, preconferences, and continuing education on the cataloging needs for libraries with multi-lingual user populations.
   Priority: Medium
   Sources of expertise: CCS; Cataloging Needs for Public Libraries Committee; Association for Library and Information Science Education (**ALISE**)

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[1] **ALCTS Board note**: CC:AAM already has a sub-group working on precisely this issue.

Interested parties: Library community, especially catalogers and language service librarians
Contingencies: None identified
Timeline: Begin 2007 to plan for 2008 programs

7. Continue to sponsor programs, preconferences, and continuing education on multilingual access, including Unicode implementation, standards, best practices, and user interface issues, collaborating with LITA and other groups, where appropriate.
Priority: Medium
Sources of expertise: CC:AAM; SEES; Area Studies Library organizations; LITA
Interested parties: Library community, especially vendors, language service librarians, and systems librarians
Contingencies: None identified
Timeline: Begin 2007 to plan for 2008 programs

8. In keeping with ALA's commitment to a diverse library workplace, work with ACRL, PLA, and other organizations to recruit library workers and specifically catalogers who are expert in one or more non-English languages.
Priority: Medium
Sources of expertise: ACRL; PLA; Area Studies library associations; Library schools
Stakeholders: Libraries providing service to multilingual populations; Research libraries
Contingencies: Recruitment for specific positions within libraries is contingent on the needs and budgets of the individual institutions.
Timeline: Ongoing

9. Assign the CCS Cataloging of Children's Materials Committee to work with American Association of School Librarians (**AASL**) and PLA to identify specific needs for non-English speaking children in regards to library information.
Priority: Medium/Low
Sources of expertise: CCS (Cataloging of Children's Materials Committee); AASL; PLA
Interested parties: Children's librarians; School librarians; language service librarians; Teachers; Parents and their children
Contingencies: None identified
Timeline: Begin Midwinter 2007